

**MEDINA COUNTY FAMILY FIRST COUNCIL  
ADMINISTRATIVE COMMITTEE MEETING  
FEBRUARY 17, 2009**

**Attending:** Lynne Castele, Vincent DeGeorge, Mike Jenks, Greg LaForme, Pat Robertson, Christine Ruf, Nick Solar, Lisa Strebler, Phillip Titterington, Mead Wilkins and Bradford Williams

**Guest:** Chris Jakab

Mead Wilkins called the meeting to order at 8:40 a.m.

**1. Approval of the minutes from January 20, 2009**

Lynne Castele made a motion to approve the minutes from January 20, 2009. Pat Robertson seconded. The motion passed.

**2. Help Me Grow Updates**

Christine Ruf discussed and reported on:

- She and Vince DeGeorge will be participating in a teleconference at 10:00 a.m. today.
- TANF funds will be discontinued.
- Funding will continue but with GRF and Part C funds only. Funding will be decreased.
- HMG at the state level will move from the Ohio Department of Health to the Ohio Department of Education.
- HMG will remain under the auspices of Medina County Family First Council.
- Part C eligibility will change again and at-risk services will be more restrictive. The result will be fewer children served.
- Service Coordinator caseloads will reduce from 42 to 25.
- A curriculum with more home visits will be required for at-risk children.
- Newborn home visits will end July 1, 2009.

**3. Financial Report**

Mead Wilkins questioned the need for such a detailed financial report to be forwarded to the Administrative Committee members on a monthly basis. Consensus was the Finance Department will continue to produce the report as is. In the future, Jayme McCourt will forward the complete packets to Vincent DeGeorge, Christine Ruf and Amy Perrine. The Administrative Committee will receive the Administrative Budget and the ICAT Summary only.

**4. Older Adult Needs Assessment**

Vincent DeGeorge met with Sandy Calvert to discuss Senior Focus, Senior ICAT and the recommendations from the Older Adult Needs Assessment (Senior Survey). Jackie Kirby Wilkins of IntelliSolve presented a proposal to Sandy that was submitted to Mead Wilkins. The fee was \$15,000 to investigate the implementation of the six recommendations:

1. Improve Transportation
2. Increase Housing Alternatives and Affordability
3. Increase Financial Management Assistance
4. Increase Safety and Security
5. Improve Health and Well-Being
6. Enhance Public Awareness and Service Outreach

Due to the high cost of IntelliSolve's proposal, Vince recommended a lower cost alternative by implementing the recommendations with the assistance of Sandy Calvert and Amy Perrine. Sandy has agreed to be Chair of Senior Focus. Family First Council would look at existing coalitions (housing, health, transportation and financial stability) and join together with those resources to address the recommendations. Vince and Sandy would allocate their time towards this effort. Amy would assist Vince with the scribing responsibilities by increasing her weekly hours by five (approximately \$400 per month). Amy would do for Senior Focus similar to what Chris Ruf did with the PfS process. Amy would gather the information, tabulate it, and finalize the reports.

Discussion ensued on:

- Budget and expenses
- Time commitment
- Personnel
- Existing Resources
- Strategic Plan – existing and future
- Senior Focus on the Organizational Chart
- Time-sensitive data
- Lifespan
- Logic model process
- Cost effectiveness
- Commitment issues
- If Family First Council embraces the senior issues, then Senior Focus will reconvene.

Phillip Titterinton inquired if Jayme McCourt was involved with Senior Focus. Jayme has not been involved with the committee.

Mead Wilkins suggested tabling the issue and asking Sandy Calvert to attend the Planning Committee meeting on Tuesday, February 24, 2009, where this can be discussed further.

#### **5. Executive Director's Contract**

Mead Wilkins noted that when the Administrative Committee met in Executive Session, it was recommended to extend the Executive Director's contract until June 30, 2009. The terms and conditions will remain the same. This will give the Committee an opportunity to work with the wording of the contract. This will be an action item for the Family First Council meeting on February 24, 2009. Vince distributed a summary of contract deliverables from 3/1/08 to 2/28/09 (copy attached to original minutes).

#### **6. Recommendations for the First Lady Forum**

Vince DeGeorge reported that the Planning Committee prioritized Medina County's goals derived from the "First Lady's 88 County FCFC Visits – Prioritized Challenges and Issues" from July of 2008. Mrs. Strickland is coming for a return visit on March 4, 2009. At this time we do not have the format or the structure of the visits. Randy Stepp will be attending the forum as Mead Wilkins is unable to.

Greg LaForme noted that the MR/DD Board met last week and discussion included Early Childhood Initiatives moving under the Department of Education. Policy is being reviewed about the placement of this program. There are requests to rethink and revisit this to set policy.

Vince DeGeorge and Chris Ruf will be attending a teleconference at the Lorain County Family and Children First Council on Thursday, February 26, 2009. The teleconference today is more fiscally related. Vince will attend the State meeting on Friday, February 27, 2009. Our Council will know more about the Help Me Grow process once the grant proposal comes out in March.

Christine Ruf noted that Help Me Grow will stay with Family First Council this year. Vince DeGeorge added that if the local Family First Councils can handle Help Me Grow, then it will be kept under Family First Council. But if they cannot, then it will go to another entity that can handle it. The decisions are being made at the Governor's level.

**7. Executive Director's Report**

Distributed but not discussed (copy attached to original minutes).

**8. Help Me Grow Updates**

Chris Ruf and Vince DeGeorge met with Scott Miller, and Help Me Grow fiscal processes will be billed on a monthly basis. There are two state meetings next week and at that time we should know where we are regarding the Governor's plan.

Mike Jenks noted that the ADAMH Board is looking at FAST funds for future use.

Vince DeGeorge announced that Roger Wright, from Wadsworth Middle School, is presenting the CareTeam Program to the State Middle School Organization later this month. Wadsworth's CareTeam is still running while Medina's is struggling. Medina's CareTeam has a meeting scheduled later this month. Family First Council no longer has the influence to administer the CareTeam as it did when we were funding it.

**9. Wellness Committee Progress**

The Wellness Committee met on February 6, 2009. They did not receive any funding from the Commissioners. The Wellness Committee will be submitting a proposal to the Administrative Committee for funding to sustain some teen pregnancy prevention programs.

**10. Family-A-Fair**

Jayne McCourt inquired of the committee members if Family First Council should have a table at this year's Family-A-Fair. The cost is about \$550. Is there a need for a separate table for Family First Council when Help Me Grow and other agencies will have tables? Lynne Castele made a motion not to have a separate table at Family-A-Fair for Family First Council. Greg LaForme seconded. The motion passed.

**11. Adjournment**

Pat Robertson made a motion to adjourn. Lynne Castele seconded. The motion passed. The meeting adjourned at 9:30 a.m.

Respectfully submitted by,  
Jayne McCourt