

**MEDINA COUNTY FAMILY FIRST COUNCIL
ADMINISTRATIVE COMMITTEE MEETING
October 19, 2010**

Attending: Lynne Castele, Mike Jenks, Greg LaForme, Chris Ruf, Nick Solar, Lisa Strebler, Sharon Tahajod, Phillip Titterington, Mead Wilkins and Brad Williams

Chairperson: Mead Wilkins

Mead Wilkins welcomed everyone and called the meeting to order at 9:00 a.m.

1. Approval of the Minutes from August 17, 2010

Nick Solar made a motion to approve the minutes from August 17, 2010. Greg LaForme seconded. The motion passed

2. Senior Service Coordination Funding

Information on the status of the Senior Service Coordination funding has not been provided to the Administrative Committee since the meeting in August, 2010.

3. Coordinators Report – Chris Ruf

Chris Ruf gave a brief synopsis of the past month:

- HMG is going through many changes.
- The office staff members are packing boxes to move.
- Susan Slusser from Catholic Charities is retiring after 20 years. We will most likely increase staff hours rather than hire someone new.
- We have a new hire from Community Action. The position can only take cases which are up to 125% of poverty so it will limit her case load. We may need a motion for 12 hours a week for the Community Action position so we can fully utilize her as a Service Coordinator.
- The new Home Visiting Program under the Ohio Children's Trust Fund is progressing. We are getting qualified families for the program.

Discussion ensued on:

- State funding for HMG.
- Federal funding for HMG.
- Health Department.
- ADAMH Board.
- DODD.
- Medicaid.
- MCBDD Levy.

4. Ohio County Funding Breakdowns

Chris Ruf distributed a funding breakdown from some of the Ohio Family and Children First counties. This breakdown was sent to the Coordinators of the County Councils. This information is for reference only. Medina County did not participate in the request for information.

5. Pooled Funding and Shared Funding

A question was raised at the Bylaws Committee meeting: How is service coordination funded? The funding for wraparound services not residential services. How does the funding go into the pooled fund?

Mike Jenks explained that prior to pooled funding when the decision was made about a child, each agency gave funds as a percentage of their responsibility and each case was individual. Somewhere along the way it went into one account, was given to ICAT to distribute, and was used as deemed necessary for the individual child. There are different ways of putting money in the fund. Then this is the source for the funds to be distributed from. There are agency criteria on how the funds are spent. Funding is housed with the Administrative Agent which is the County Commissioners. But there is flexibility in the

payments of invoices directly from the agencies. Juvenile Court monies are in the funding with the County. The money on the ICAT report is physically in the bank with the County. There may be separate contracts for residential treatment. FFC would be the holder of the contract. Agencies sign an MOU but it is an informal agreement of agencies to share the responsibility of the funding. It is not mandated and not binding.

Shared Funding outside of Service Coordination - Under the "State/Other" line item there is \$10,000 that is available for Service Coordination. The Americor Project is now defunct.

6. Service Coordination Statistics

Chris Ruf relayed to the group that at the last Planning Committee meeting while reviewing the Strategic plan, statistics were discussed – Program Goal 1, Strategy A, Step 3 – Share data with stakeholders to use as a baseline to measure participation. Chris requested information from Amy Perrine for Youth and Mid Service Coordination and Kathe Shook for Senior Service Coordination. "The number of families or children served through the programs for the year 2010. The actual cases that ICAT and Service Coordination team meeting were held and a plan was developed." Chris received stats on Mid and Senior but not Youth. The Strategic Plan states to review this information on a yearly basis. This information will be discussed at the Planning Committee meeting on November 23, 2010. The Administrative Committee would like this information on a quarterly basis.

7. Needs Assessment

Chris Ruf announced that a group of individuals met to discuss a Needs Assessment on October 13, 2010. This will be the cross cutting topic for Council on Tuesday, October 26, 2010. There needs to be a central data location to store the information. The information needs to be gathered and pooled in a particular place. Then we need to identify gaps in data and try to determine what data we need. The Public Relations Committee only has a few members. The United Way and Medina Schools are interested in getting data. We could possibly get an intern to gather the data and post it. Having data is useful as it helps in grant writing.

8. Adjournment

Greg LaForme made a motion to adjourn. Mike Jens seconded. The meeting adjourned at 10:15 am.

Respectfully submitted by,
Jayme McCourt