

**Medina County Family First Council
Administrative Committee
June 17, 2008**

Attending: Lynne Castele, Vincent DeGeorge, Steven Hambley, Mike Jenks, Scott Miller, Pat Robertson, Christine Ruf, Nick Solar, Phillip Titterington, and Mead Wilkins

Guests: Jon Bluebond and Debbie Kubena-Yatsko

Chairperson: Mead Wilkins

Mead Wilkins called the meeting to order at 8:35 a.m. Mike Jenks made a motion to approve minutes from April 22, 2008. Pat Robertson seconded. The motion passed. Pat Robertson made a motion to approve minutes from May 20, 2008. Lynne Castele seconded. The motion passed.

1. Financial Report – Scott Miller

Scott Miller distributed copies of the financial report (copy attached to original minutes). He noted that the funds from Help Me Grow are now able to be transferred completely to the administrative account. Of the \$57,615, \$11,091.75 has been transferred. The remaining \$46,523.25 will be transferred.

The remaining FAST 08 funds have been allocated for services and will be transferred to Family First Council from the ADAMH Board. Mike Jenks has learned that there may be additional moneys in the amount of \$4,000 or \$5,000 coming from the state in FAST 08 funding. The ADAMH Board will be asked to approve the transfer to Family First at its meeting this Thursday, June 19, 2008. Mike Jenks requested that he receive something in written form from Family First on their intended use. Vincent DeGeorge will put it in writing.

Mead Wilkins announced that Job and Family Services may have a huge cut in its state financing and thus may have to charge rent for Family First Council's usage of the JFS building.

2. Help Me Grow Budget – Christine Ruf

Christine Ruf distributed copies of the HMG budget (copy attached to original minutes). Phillip Titterington made a motion to approve the Help Me Grow Budget. Lynne Castele seconded.

Discussion included:

Vince DeGeorge noted that in accordance with Governor Strickland's emphasis on early childhood programs, HMG may receive approximately \$693,000 instead of the current \$576,152, a difference of over \$100,000.

If HMG receives more funding Chris would like to:

- increase the newborn home visits,
- connect with Wadsworth Hospital,
- add funding to the miscellaneous category,
- begin a creative play group centered around speech,
- start a creative mental health play group, and
- increase the transportation budget.

Phillip Titterington suggested that Chris get in touch with his wife if she could provide some advisement as to types of play based groups.

10% of the increased funding would go to the FFC administrative budget.

The motion passed.

This will be an action item for the June 24, 2008 Family First Council Meeting.

3. Proposed Contracts for HMG FY 2009 – Christine Ruf

Phillip Titterington made a motion to approve the proposed contracts for Help Me Grow FY 2009 (copy attached to original minutes). Lynne Castele seconded the motion. The motion passed.

This will be an action item for the June 24, 2008 Family First Council Meeting.

4. Contract Renewal for Christine Ruf – Vincent DeGeorge

Mike Jenks made a motion to approve the contract renewal for Christine Ruf. Jon Bluebond seconded.

Discussion included:

Vincent DeGeorge noted that there is still some concern about TANF compliance with Chris's being an independent contractor, but that Scott Miller had worked on the wording of the contract in order to put it in compliance. Lynne Castele asked if some of the wording of the duties on the contract was clear, and the committee felt that it was. The motion passed.

This will be an action item for the June 24, 2008 Family First Council Meeting.

5. Ohio Family and Children First Operational Capacity Building Funds SFY 2009 – Vincent DeGeorge

Pat Robertson made a motion to approve the submission of the Ohio Family and Children First Operational Capacity Building Funds SFY 2009. Phillip Titterington seconded.

Discussion included:

Vincent DeGeorge noted that this fund was formerly known as the Administrative Fund. It is for \$20,000. He stated that a new requirement is that he submit the attendance records of all of the mandated members of FFC. The motion passed.

This will be an action item for the June 24, 2008 Family First Council Meeting.

6. Submission of Strategic Plan for HB 289 – Vincent DeGeorge

Jon Bluebond made a motion to approve the submission of the Strategic Plan for HB 289. Lynne Castele seconded.

Discussion included:

Vincent DeGeorge noted that this is a new requirement and must accompany the application for the Operational Capacity Building Funds. The plan must be based on a needs, resource, and gaps assessment and must match one of the six state indicators for child well-being. We have chosen "Youth will choose healthy behaviors" and are using the CareTeams as our selection. Christine Ruf noted that the Wadsworth analysis has been completed.

An e-mail with the grant application and HB 289 will be sent out prior to the Family First Council meeting so members may review the submission material. The motion passed.

This will be an action item for the June 24, 2008 Family First Council Meeting.

7. Approve Ohio Children's Trust Fund Grants – Vincent DeGeorge

Mike Jenks made a motion to approve the distribution of \$52,366 to the following:

- a. Oaks Family Care Center Lodi Resource Center = \$19,993
- b. Catholic Charities, Nurturing Parenting Program in conjunction with Wadsworth Salvation Army, Parenting Center and Positive Parenting Workshops = \$14,000

- c. OSU Extension Master Parenting = \$7,346
- d. Battered Women's Shelter Family Abuse Prevention Program = \$5,617
- e. Children's Center Adversity to Triumph and Train the Trainer = \$5,410

Jon Bluebond seconded.

Discussion included:

Vincent DeGeorge distributed a synopsis of the grant requests (copy attached to original minutes). Family First Council received requests totaling \$95,998, but was only able to fund \$52,366, the entire amount of our grant. The agencies were asked to concentrate on two areas in their proposals: 1) Children monitored well by parents, and 2) Target unsubstantiated cases of abuse/neglect reported to JFS, so the child is not currently in treatment. Mike Jenks inquired what the funding was for the agencies last year and stated that he was uncomfortable with denying and/or reducing funding to agencies which had received it in previous years. Discussion ensued about how the decisions were made. Vincent DeGeorge will contact all of the agencies and explain the decisions by the Wellness Committee. Lynne Castele suggested that the chair of Wellness should attend the Administrative Committee when the Wellness Grants are going to be discussed. The motion passed.

This will be an action item for the June 24, 2008 Family First Council Meeting.

8. Strategic Plan – Mead Wilkins

Mead Wilkins inquired about FFC's previous strategic plan. Lynne Castele answered that it has mostly been completed, and that FFC may not do a few of the items on it. Nick Solar is working on a facilitator for strategic planning in 2009.

9. Status of Senior Survey – Mead Wilkins

Mead Wilkins inquired about the status of the senior survey. Vincent DeGeorge noted that Jackie Kirby Wilkins is analyzing the data received thus far and that her report is due by the end of August. Phillip Titterington suggested that we put the results on our web site. Jackie Kirby Wilkins will do a presentation to the groups which set up the survey and then to Family First Council.

10. Commissioners Contributions – Steven Hambley

Steve Hambley inquired if all of the \$25,000 which the Commissioners granted to Family First Council was going to be used for the CareTeams. Vincent DeGeorge answered that if the Care Teams are able to continue and adhere to the model, the Wellness Committee would like to assist financially with after-school programming, but would also like to fund other programs. The Wellness Committee desires to get the "biggest bang" out of the \$25,000. No decision has been made on the amount that would be used for the CareTeams.

11. College Intern – Christine Ruf

Christine Ruf informed the committee that a college student has inquired about serving as an intern at Help Me Grow this summer with no salary. Chris wants to run a background check on him, and the Sheriff's Department couldn't see him until July 16th, which is very late in the summer. Several suggestions were made as to how the background check could be done sooner.

Mike Jenks made a motion to adjourn. Lynne Castele seconded. The motion passed. The meeting adjourned at 9:50 a.m.

Respectfully submitted by,
Pat Robertson