

**Medina County Family First Council
Administrative Committee
March 20, 2007**

Members Present: Jon Bluebond, Lynne Castele, Vincent DeGeorge, Michael Jenks, Debbie Kubena-Yatsko, Scott Miller, Chris Ruf, and Phillip Titterington.

Chairperson: Mead Wilkins (not in attendance)

A motion was made by Debbie Kubena-Yatsko to approve the January 16, 2007 minutes as written. Philip Titterington seconded. The motion passed.

1. Financial Report – Scott Miller

- Scott Miller handed out copies of the financial reports. (Copies attached to original minutes.) The ICAT line items are further broken down in the following categories: JFS (ESA and Residential funds), ADAMH Board (Mental Health and AOD funds), and Juvenile Court (Coordinator and Pooled funds). The balances coordinate with the budget figures. \$2500 of the MR/DD funds are to be used for the ICAT Coordinator's salary in the next payment cycle.
- Help Me Grow expenses are now billed quarterly as opposed to yearly.
- Lease negotiations are still in the Medina County Legal Department for the Oaks and the Health Department on the Lodi Resource Center. The lease would be retroactive to January 1, 2007 once completed.
- Discussion ensued about an ICAT child and the funding sources.
- Discussion ensued about the Child Advocacy Center, Americorps funding, Castele Foundation funding and 501(c)3 status. The Wadsworth Care Team is giving more referrals to Katie Castele and Bill Schnieder. There are 4 unused part-time Americorps positions.

2. Executive Director Report – Vincent DeGeorge

Per the request of the Administrative Committee at the February 2007 meeting, Vince reported on his activities for the last four weeks. All items are equally important and have priority and are in no particular order.

- State meetings in Columbus with the Governor's Board
- PfS Meetings
- Medina/Summit County Workforce Board
- Family First Council meetings
- All Committee and Ad-Hoc Committee meetings
- ICAT meetings
- Wellness RFP's on Grants
- Leadership Medina
- Student interviews and intern meetings
- Meeting with Council Chair
- Health Advisory Board Meeting
- Access to Better Care initiative
- Americorps and the Child Advocacy Center

3. Governors Budget - Vincent DeGeorge

Vincent DeGeorge reported that the budget is going through the legislative process. Help Me Grow, ABC, Early Childhood, Mental Healthcare and Administrative funds are all included in the budget.

4. PfS Update - Vincent DeGeorge

The Care Team is reporting that many teens are being referred. CFIT, Americorps and ABC are all involved. The Medina initiative is looking good and going forward. Chris Ruf reported that the reporting forms are being revamped. She will be looking at the student body Care Team survey on March 21, 2007.

5. Planning Committee Strategic Plan - Debbie Kubena-Yatsko

Debbie Kubena-Yatsko reported on the recent Planning Committee Meeting. There are planning funds available for training for local agencies on the PfS process. A lot of good ideas were discussed during that meeting and a continuation will be at the April 18, 2007 meeting.

6. Help Me Grow Update - Chris Ruf

Scott Miller, Chris Ruf and Vince DeGeorge will be learning a new reporting system in Columbus. Every child is to have ASQ screening by 6 months of age to identify possible mental health problems. Release forms from parents shall be required. Scores shall be sent to the child's pediatrician. To meet our obligation on the recommendation, every child that is referred to HMG must be evaluated for early childhood mental health identification. Then every 6 months after that, a family plan will be formulated. This will begin on April 1, 2007. As long as a child is in HMG, this will be mandated.

7. Family Resource Center Update - Vincent DeGeorge

The lease was discussed in the Financial Report section of the meeting. The Health Department is performing services but the lease needs to be finalized.

8. Office Space - Vincent DeGeorge

Vince DeGeorge, Jayme McCourt and Amy Perrine were moved again. Vince and Jayme are sharing an office. We are looking at alternative space for the three. There is no room at Health and Human Services Building or at Job and Family Services. The Professional Building at Washington Street was looked at. Vince will keep the council advised on the search for space.

9. ABC - Vincent DeGeorge

The ABC application and brochure are finalized. There were no corrections or additions. Philip will utilize the paperwork in his referral of clients.

A motion was made by Phillip Titterington to adjourn; Debbie Kubena-Yatsko seconded. The meeting was adjourned at 10:00 a.m.

Next meeting:

Date: April 17, 2007
Time: 8:30 a.m.
Place: Hogan Room
Job and Family Services Building

Please note: The May 15, 2007 Administrative Meeting will be in the Berry Room A at the Job and Family Services Building.

Respectfully submitted by
Jayme McCourt