

**Medina County Family First Council
Administrative Committee
July 17, 2007**

Members Present: Lynne Castele, Vincent DeGeorge, Debbie Kubena-Yatsko, Greg LaForme, Scott Miller, Pat Robertson, Chris Ruf, Lisa Strebler, Philip Titterington, and Mead Wilkins.

Chairperson: Mead Wilkins

A motion was made by Greg LaForme to approve the June 19, 2007 minutes as written. Pat Robertson seconded. The motion passed.

1. Financial Report – Scott Miller

Scott Miller distributed copies of the financial reports. (Copy attached to original minutes.) Items discussed were:

Strategic Planning and the \$30,000 balance. This will be used for PfS training in October.
ICAT/Juvenile Court and Americorps have negative balances.
Americorps statement will be coming out at the end of July
PfS carryover will need a budget on where the funds will be spent.
Wellness figures are final for the fiscal year.

Scott Miller should apprise Vince DeGeorge of any financial issues prior to the meeting so they can be addressed and discussed.

2. Access to Better Care – Vincent DeGeorge

Mike Jenks was not available for this meeting and therefore it was decided not to have discussion or make decisions on this funding. Debbie Kubena-Yatsko, Chair of FFC, will write to Mike Jenks to request the budget on the services we are supplying through ABC. Pat Robertson will address the ADAMH Board on the funding flow. FFC has to make a transformation plan. Suzanne LeSure and Mike Jenks were working on this last year. The fidelity of the plan needs to be adhered to.

3. Ohio Children’s Trust Fund – Vincent DeGeorge

The grants were resubmitted to the Wellness committee for review, noting the consistency in the units of service. Administrative fees are not deducted from this grant. This is a two-year grant and can be extended if everything is succeeding according to the grant application.

	Requested	Awarded
a. Battered Women’s Shelter	\$10,712.00	\$10,712.00
b. OSU Extension	\$12,327.00	\$10,358.00
c. Community Action	\$16,700.00	\$11,321.00
d. Catholic Charities	\$15,228.00	\$14,000.00
e. Wadsworth Salvation Army	\$7,000.00	\$6,000.00
TOTAL	\$61,967.00	\$52,391.00

Greg LaForme made a motion to award the grants as listed. Lisa Strebler seconded. The motion passed. ***This will be an action item for the July 24, 2007 Family First Council meeting.*** Scott Miller stated that all contracts should have HB694 verbiage in compliance with political contributions over \$1,000 to Medina County.

4. Executive Director Report – Vincent DeGeorge

A discussion ensued on the payment problems with Vince DeGeorge, Chris Ruf and Amy Perrine’s monthly checks. Their checks were delayed last month. The question of picking up their checks at the auditor’s office was raised. Scott Miller will look into this. Scott was asked if certain members of Family First Council could have a general credit card for incidental expenses. He informed the committee that the county does not issue credit cards.

5. State Administrative Grant / HB289 Plan – Vincent DeGeorge

Vince submitted a \$20,000 grant request to the state on July 2, 2007.

6. Planning Committee Strategic Plan – Debbie Kubena-Yatsko

The Planning Committee will meet on Wednesday, August 22, 2007 at 8:30 a.m. to discuss the October 19, 2007 PfS training meeting. Debbie will be sending an e-mail confirming the date change from August 15 to August 22, 2007

7. PfS Update – Chris Ruf

The next sustainability meeting will be Friday, July 27, 2007 at the Housing Authority at 9:30 a.m. Chris Ruf stated that we need to run the program with fidelity to the model. We must have accountability on the sustainability portion of PfS. At this point we don't know if the Wadsworth Care Team will be active this upcoming school year.

8. Family Resource Center Update – Vincent DeGeorge

The Resource Center is doing great and the numbers of people served has increased. Lisa Strebler noted that the Health Department has been running a WIC clinic at the center. Some preventative services have been offered. The Health Department is waiting on more grant approvals to provide more services.

9. Back to School Rallies – Lynne Castele

Lynne Castele stated that we are on track with the Back to School Rallies. We are in need of some volunteers to work this event. All of the rallies are within a short timeframe, in the evening. Sharon Tahajod is coordinating this. The Health Department will be targeting school age immunizations, vision screening and dental clinics during the rallies.

Vincent DeGeorge will not be at the next Administrative meeting. A motion to adjourn was made by Greg LaForme. Pat Robertson seconded. The motion passed. The meeting adjourned at 9:55 a.m.

Next Meeting

Date: Tuesday, August 21, 2007

Time: 8:30 a.m.

**Place: Hogan Room
Job and Family Services Building**

Respectfully submitted by
Jayme McCourt