

**Medina County Family First Council  
Administrative Committee  
September 18, 2007**

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

**Chairperson:** Mead Wilkins

A motion was made by Greg LaForme to approve the July 17, 2007 minutes as written. Debbie Kubena-Yatsko seconded. The motion passed.

**1. Care Team Funding – Mead Wilkins**

Mead Wilkins initiated a discussion on future funding of the Care Teams. After much discussion and careful consideration by the committee, Greg LaForme made a motion to approve the Wellness dollars previously allocated and approved for the after school care teams, and if those are not available, we will utilize the administrative cash balance account not to exceed \$45,000. Pat Robertson seconded the motion. There was more discussion on the motion. All approved the motion. Mead Wilkins abstained. **This will be an action item for the Family First Council meeting on September 25, 2007.**

**2. Future Resolutions**

Greg LaForme would like to have future resolutions in writing so the committee can review the information prior to the meeting. This would alleviate the need for lengthy discussions during the meetings.

**3. Financial Report – Linda Rao-Lemmerman**

In Scott Miller's absence, Linda Rao-Lemmerman distributed copies of the financial reports. (Copy attached to original minutes.) Items discussed were:

The Health Department made their contribution to FFC.  
FFC received a \$20,000 administrative grant from the state.  
Some wellness grantees did not use all of their allotment.  
ADAMH Board has not been billed yet.  
FAST \$07 funds had a balance of \$108.95. Vince and Mike will discuss the use of this money.  
ICAT has negative figures from Juvenile Court for the ICAT Coordinator. The State/Other funds will be used to fund the ICAT Coordinator position.  
JFS has been billed.  
Americorps funding will be worked out once paperwork is complete on one person.

**4. Executive Director Report – Vincent DeGeorge**

Highlights of Vince's report are:

The Care Teams are in the process of being finalized.  
Attended the state meeting the prior week.  
Attended all of the Family First committee meetings over the last month.  
Attended two Medina Workforce Board meetings last month.  
Worked on the Americorps program and the approval to increase by ½ an employee.

The Planning Committee is ready for the October 19<sup>th</sup> seminar, Planning for Success: A Process to Enhance Community Wellness. Dr. Mark Redding, a pediatrician, was asked to be a keynote speaker for the event. Greg LaForme made a motion to pay a \$500 stipend to Dr. Redding for the October meeting. Lisa Strebler seconded the motion. All approved and the motion passed. **This will be an action item for the Family First Council meeting on September 25, 2007.**

**5. Care Team and Ken Bender Contract – Vincent DeGeorge**

Vince DeGeorge discussed the contract for Ken Bender to continue as the Care Team Coordinator. Greg LaForme made a motion to offer Ken Bender a contract which funding will come out of the \$10,899 carryover of PfS and \$15,000 from carry over ABC funds. His contract would be for \$30 an hour not to exceed \$21,600. Lynne Castele seconded. All approved and the motion passed. **This will be an action item for the Family First Council meeting on September 25, 2007.**

**6. Planning Committee Strategic Plan – Debbie Kubena-Yatsko**

Debbie Kubena-Yatsko reported that the Planning Committee will meet on Wednesday, October 17, 2007 at 8:30 a.m. to discuss the October 19, 2007 PfS training meeting. The flyers are ready and being mailed.

**7. ESCORE Training – Vincent DeGeorge**

Vince DeGeorge stated that ESCORE is an unfunded mandate for Family First and ICAT. We are one of 15 counties in the state approved for this data tracking. The data will be derived from our ICAT program. Amy Perrine and Jayme McCourt will be attending training on this system.

**8. HMG Update – Chris Ruf**

Chris Ruf is pleased to announce that Help Me Grow is a recipient of a Women's Endowment Grant in the amount of \$1733. HMG will be making a photo album for every child HMG is working with. HMG will buy a camera to produce these books. Chris distributed an Ohio summary sheet and every county had an increase – we are the 4<sup>th</sup> highest county percent change. Twenty-five children are on a speech waiting list for MRDD. Until those children can be placed, a 4 week training session is being offered to help those parents help their child with therapy until they can get in with a therapist. This training session will be addressed to those children on the waiting list. (Copies of handouts attached to original minutes.)

**9. Eleemosynary Project – Pat Robertson**

Pat Robertson would like Family First Council to again give to two families this year. One family will be out of Lodi and the other from the west side of Medina. Pat has contacted Rebecca Rak for a Lodi contact and Carol Andregg is going to supply a family for the second.

**10. Year End Evaluation of Jayme McCourt – Vincent DeGeorge**

Vince DeGeorge initiated a discussion on job responsibility changes and reclassifying Jayme McCourt's position. Vince handed out a wage listing and a proposed job description (copies attached to original minutes.) Vince will work with Holly Muren of Human Resources and get back to the administrative group.

Greg LaForme made a motion to adjourn. Phillip Titterington seconded. The meeting adjourned at 10:15 a.m.

**Next Meeting**

**Date: Tuesday, October 16, 2007**

**Time: 8:30 a.m.**

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

Respectfully submitted by  
Jayme McCourt