

**Medina County Family First Council
Administrative Committee Meeting
December 16, 2008**

Attending: Lynne Castele, Vincent DeGeorge, Mike Jenks, Greg LaForme, Pat Robertson, Christine Ruf, Nick Solar, Phillip Titterington, and Mead Wilkins

Guest: Debbie Kubena-Yatsko

Mead Wilkins called the meeting to order at 8:42 a.m.

1. Approval of the minutes from November 21, 2008

Pat Robertson made a motion to approve the minutes from November 21, 2008. Mike Jenks seconded. The motion passed.

2. Approval of the minutes from December 8, 2008

Pat Robertson made a motion to approve the minutes from December 8, 2008. Lynne Castele seconded. The motion passed.

3. Financial Report

The financial report was distributed but not reviewed (copy attached to original minutes).

4. Executive Director's Report

Vincent DeGeorge provided an update of his prior month's activities (copy attached to original minutes). Vince is on the agenda for the Medina County School Superintendents meeting in January 2009. He tried to be placed on the agenda for the December meeting but there were no openings available. He is on the agenda for January to request funding from the schools to support Family First Council. There was a group discussion on the Governor's budget cuts.

5. Help Me Grow Updates

Christine Ruf noted that two meetings were held at the state level. There is speculation about removing HMG from FFC and placing it under the Department of Health. There is no firm consensus before submitting the request to the governor. There is a change in target numbers we serve. There was a survey taken and it was overwhelmingly positive about HMG. The recommendations are to keep HMG with FFC. The decision should happen before the budget is completed by the governor's office. No further updates have been announced.

6. Parent Advisory Christmas Project Update

Pat Robertson noted that everything is completed for the Family Advisory Committee Christmas project. All of the packages were dropped off to the families. Amy Dell'Anno delivered packages to the Brunswick Family; the Medina City Schools adopted one of the families from Medina and Billy Ray helped for the other family from Medina. Pat is still waiting for a few more promised contributions. This was a very successful project by adopting three (plus) families.

7. Administrative Assistant Yearly Evaluation and Compensation

Vince DeGeorge noted that Jayme McCourt's evaluation was completed and submitted to the County Human Resource office. Council's approved 2009 budget maintains the two part-time staff positions and the allocation of an increase of 2.5%. Greg LaForme made a motion to approve a 2.5% increase for

Jayne McCourt and Amy Perrine. Lynne Castele seconded. The motion passed. ***This will be an action item at the January 2009 Family First Council Meeting.***

8. Executive Session

Mike Jenks made a motion to go into Executive session at 9:25 a.m. Lynne Castele seconded. Mike Jenks asked Debbie Kubena-Yatsko to remain. Greg LaForme made a motion to exit Executive Session. Lynne Castele seconded. No decisions were made while in Executive Session

9. Adjournment

Greg LaForme made a motion to adjourn. Pat Robertson seconded. The motion passed. The meeting was adjourned at 10:15 a.m.

Respectfully submitted by,
Jayne McCourt