

**Medina County Family First Council
Administrative Committee
July 15, 2008**

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

Guest: Debbie Kubena-Yatsko

Chairperson: Mead Wilkins

Mead Wilkins called the meeting to order at 8:35 a.m. Lynne Castele made a motion to approve minutes from June 17, 2008. Pat Robertson seconded. A correction to the minutes from Part 2 of the Help Me Grow Budget: would like to **increase** new born visits. The motion passed.

1. Financial Report – Scott Miller

Scott Miller distributed copies of the financials (copies attached to original minutes). All grants were closed on June 30, 2008. We are ready for a new year for Help Me Grow. We are trying to get Family First Council on a July 1 fiscal year budget.

2. CareTeam Updates – Vincent DeGeorge

Vincent DeGeorge reported that the CareTeam staff met a few weeks ago. The recommendation for the Commissioners contribution of \$25,000 is to use \$12,500 to sustain the CareTeams as an after school program and for \$12,500 to allocate to other teen pregnancy prevention. The prevention funds will be discussed at Wellness meetings. The ABC 404 funds will be contracted to CFIT to do the family engagement component of the Care Teams. We will have to look at getting the biggest bang for our buck for after school programming. The funds were transferred into the FFC budget. A discussion on disbursements ensued.

3. Wellness Updates – Vincent DeGeorge

Each grantee has accepted the recommendations of the Wellness Committee. Catholic Charities and the Wadsworth Salvation Army have come to an agreement. Memorandums of Understanding have been mailed out.

4. Senior Survey Updates – Vincent DeGeorge

There is a meeting later today (July 15, 2008) to discuss the approximately 450 surveys that were returned. Hopefully in August it will be finalized for presentation to full Council.

5. Help Me Grow Updates – Christine Ruf

An updated Help Me Grow budget is attached to original minutes. HMG did receive final notice that funds were increased. A new budget was submitted and an increase of \$117,252 was given due to the population served in Medina County. The total was increased to \$693,404. Increases will be made to newborn home visits. Discussion ensued about newborn visits.

Line items to be increased are travel, training and conferences due to the increase in transportation costs. Also increased are child find and public awareness. A play group for speech/language/mental health has been started and about 15 children came to the first session of this pilot program. The Lifeskills Coaching Group is held at First Christian Church.

Also increased are parent stipends. If necessary we can shift from parent stipends if our rent increases. The equipment line item was increased but we have no anticipated needs. The Family First Council contribution was increased to the full 10% at \$69,300. Help Me Grow is hesitant to add staff because we don't know what the funding level will be next year. The \$69,300 is about \$12,000 more than prior levels.

Nick Solar made a motion to approve the budget for Help Me Grow. Lynne Castele seconded. Discussion on the motion included: Greg LaForme inquired about the equipment line item being low – will there be enough money? Chris Ruf felt that this is enough as everything has been updated and new equipment has been purchased. The motion passed. ***This will be an action item for the Family First Council meeting in July.***

6. YAC – Youth Advisory Committee – Lynne Castele

The Youth Advisory Committee request is to go to the Bylaws Committee to see where it would fit in the organizational structure, possibly as a replacement for the Early Childhood Collaborative Committee. This should meet everyone's needs for an advisory board. It could possibly be a subcommittee under the Planning Committee. Ad-Hoc is temporary and time limited. The feeling was that it did not meet the ad-hoc status and a decision was made for it to go to Bylaws for a decision. The YAC group is moving ahead with the monthly meetings. Jan Manes would continue in the role of chair of new committee. All the groups are being represented with this group..

New Business:

Mike Jenks stated that signs are necessary at 232 Northland in order to inform people coming to that building for food stamps, Medicaid, etc., that they can be obtained at the JFS building instead.

Mead Wilkins noted that Job and Family Services will do a one-time food distribution. One hundred and eighty, 50 pound boxes of food will be distributed next Thursday. Coats for Kids will be distributed in October but we will not have a September distribution of school clothing

Nick Solar made a motion to adjourn the meeting. Greg LaForme seconded. The motion passed. The meeting was adjourned at 9:20 a.m.

Respectfully submitted by,
Jayme McCourt