



# **MEDINA COUNTY FAMILY FIRST COUNCIL**

## **MINUTES OF OCTOBER 26, 2010**

### **MEMBERS PRESENT**

1.	Barlow, Betty .....	Oaks Family Care Center
2.	Calvert, Sandy .....	HANDS Foundation
3.	Castele, Lynne .....	Family Representative
4.	Croftcheck, Kim .....	Community Action Wayne/Medina County
5.	Dockrill, Diane .....	Solutions Behavioral Healthcare
6.	Giles, Joyce .....	Office for Older Adults
7.	Grace, Debra .....	Wadsworth Salvation Army
8.	Hudson, Nancy .....	OSU Extension
9.	Jenks, Michael .....	ADAMH Board
10.	Koran, William .....	Medina County ESC
11.	LaForme, Gregory .....	Medina County Achievement Center
12.	LaMar, Michelle .....	Community Services Center
13.	Manes, Jan .....	Medina County Board of Developmental Disabilities
14.	McGuire, Beth .....	Hospice of Medina County
15.	Putka, Tim .....	Catholic Charities
16.	Quallich, Kristine .....	Medina City Schools
17.	Reed, Kellie .....	Family Representative
18.	Robertson, Pat .....	Family Representative
19.	Simon, Betsy .....	Family Representative
20.	Solar, Nick .....	City of Brunswick
21.	Strebler, Lisa .....	Medina County Health Department
22.	Tahajod, Sharon .....	Family Representative
23.	Titterington, Phillip .....	Juvenile Court
24.	Williams, Bradford .....	Solutions Behavioral Healthcare, Chair

### **GUESTS PRESENT**

1.	Brown, Louise .....	Medina County Job and Family Services
2.	Kearney, Karen .....	UGIVE.org
3.	Loresch, Marjorie .....	UGIVE.org
4.	Shook, Kathe .....	Catholic Charities
5.	Unger, Alison .....	Office for Older Adults

### **STAFF PRESENT**

1.	McCourt, Jayme .....	Administrative Assistant
2.	Perrine, Amy .....	Youth ICAT Coordinator
3.	Ruf, Christine .....	Coordinator and Help Me Grow Project Director

### **1. CALL TO ORDER, WELCOME AND INTRODUCTIONS**

Brad Williams welcomed everyone and called the meeting to order at 9:05 a.m. A quorum was established. Introductions were made.

### **2. FAMILY ADVISORY COMMITTEE – ADOPT-A-FAMILY PROJECT**

Pat Robertson circulated a sign-up sheet for gifts for the Adopt-A-Family project. The families were selected from those that are involved with Service Coordination (Youth, Mid and Senior). The families need basic necessities and not as many children's gifts as in the past.

### **3. COORDINATOR'S REPORT**

A copy of the Coordinator's report is attached to the original minutes. Chris Ruf noted she has worked on:

- A new home visiting program.
- Changes and conflicts in the HMG program.
- Filled a vacancy from Community Action.
- HMG moved from the Professional Building to the ground floor at JFS.

#### **4. APPROVAL OF MINUTES AND COMMITTEE REPORTS**

Diane Dockrill made a motion to approve the minutes and committee reports. Kris Quallich seconded. Lynne Castele abstained. The motion passed.

#### **5. CROSS CUTTING TOPIC – NEEDS ASSESSMENT**

A Historical Information Needs Assessment document was forwarded to Council with the packet for the meeting today (copy attached to original minutes). Chris Ruf compiled historical information on needs assessments performed in Medina County. Chris Ruf (HMG & FFC), Kris Quallich (Medina City Schools), Mary Raitano (United Way) and Lisa Strebler (Health Department) met on October 13, 2010 and discussed the necessity for an assessment. Council has been engaged in a needs assessment since 1999. In 1999 we spent \$23,000 on a telephone survey and \$30,000 on a survey in 2006.

The goal is to determine what our current state is and what Council does. We need to review existing plans including schools, health, etc. We have not received any information from the state but we do know that this will be due in June of 2011. We need to look at goals and topics but not to the extent that the University of Akron did in the last survey. How are we going to sample people? Where will we sample people? How will we administer the survey? How will we gather the information? Face to face, telephone, or other ways? We currently have 211 data.

Chris will be scheduling another meeting of the Needs Assessment group to help us design a needs assessment document/product. HMG has the software to gather the data but not to analyze the data. There are people in the community to analyze data. When we call another meeting we will need to form a group to work on the data. If your agency has any data, please come to the meeting with your data. If your agency has answers, please bring them. There needs to be a central body to collect the data and Council was the logical place to store the data. Chris will send out an email to Council to make another meeting date and to bring data. We need more participation from Council and non-Council members.

#### **6. UGIVE PRESENTATION**

Karen Kearney and Marjorie Loesch from UGIVE.org gave a brief synopsis about their program. UGIVE.org is a free website that gives high school students information on service opportunities. It also gives non-profit organizations a chance to list their need for volunteers. The program started in Cincinnati and has spread throughout Ohio. This program is for ages 13 to 18 or 9<sup>th</sup> to 12<sup>th</sup> grade. Information is attached to original minutes.

#### **7. COMMITTEE REPORTS**

##### **I) ADMINISTRATIVE**

In the absence of Mead Wilkins, Phillip Titterington reported the Administrative Committee met last week. In the process of gathering data for collaboration, a discussion ensued about what is labeled a *pooled fund* for Service Coordination. A better word is *shared* or *braided*. The fund is earmarked for specific youth. Shared funding is not part of youth Service Coordination. These funds are used for ancillary services that are needed, e.g. residential services or out-of-home placements. The basis is to split costs for high risk youth. Instead of one system to own and provide the funding, it is split amongst agencies to cover the costs. It is not mandated. This is agency collaboration. Amy Perrine added that it adds accountability; the group meets regularly and knows what the goals are of the individual youth.

##### **II) BYLAWS**

Lynne Castele announced that the Bylaws Committee is now is an existing committee. We would like new members and we meet the second Friday of the month. The committee made some changes recommended from the Prosecutors office. The Bylaws were sent back to them for review. We are currently looking at a public records policy and disposition of records.

##### **III) FAMILY ADVISORY**

Sharon Tahajod reminded Council that the Family Advisory Committee is recruiting new members. We need people who advocate for the county and people who have used agencies in Medina County.

##### **IV) MEMBERSHIP**

In the absence of Judy Leuthaeuser, Beth McGuire reported that the Membership Committee finalized the ballot. It was forwarded to Council with the packet for the meeting today. Please print out the ballot and bring it to the meeting in November or mail it to Judy to arrive before November 23, 2010. The Membership Committee would like to acknowledge Council members who are not renewing: Sienna Jackson, Julie King, Barb Meador and Pat Robertson.

**V) PLANNING**

Brad Williams reported that the Planning Committee completed the review of the Strategic Plan. Jayme McCourt is adding a status column and the document will be sent out to Council. We will be meeting on November 23, 2010 where we have asked the chairs of the respective committees to submit a synopsis of their committee.

**VI) PUBLIC RELATIONS**

Phillip Titterington reported that the Public Relations Committee met last week. The group reviewed PR's responsibilities directed by the Strategic Plan. We are continuing to work on brochures and we reviewed brochures from other counties. We are looking at changing the date/time of the meetings to have more participation on the committee. We discussed the data page and the cross cutting agenda with the Needs Assessment. PR may be a feasible avenue to monitor the data.

**VII) YOUTH ADVISORY CONSORTIUM**

Jan Manes announced that the Youth Advisory Consortium met first week of October, We had a presentation from the Health Department on immunizations. We received updates on Service Coordination. We have identified a need or gap in service by showing a need for child care centers that will service children with disabilities and delays. At the next meeting we will discuss that need in our community.

**A. YOUTH SERVICE COORDINATION**

No report.

**B. CARE TEAMS**

No report. The Sustainability Committee did not meet.

**VIII) ADULT ADVISORY CONSORTIUM**

Chris Ruf stated that we do not have a chair for the Adult Advisory Consortium. After the November election of Council members we will recruit a chair and members. Chris is chairing the Senior Focus Chairs meeting today. We will be updating the progress of the groups and charting the goals.

**A. SENIOR FOCUS**

Sandy Calvert reported that many of the Senior Focus Recommendation Committees continue to meet. Transportation issues are concerning to the group with unresolved issues. Council members and non-Council members need to attend the Transportation meetings. A small group tried to get a brochure together for senior transit but there are too many aspects on how the system works. We could not consolidate the information together to create a customer service brochure. There is a major disconnect on what is occurring versus what is being reported back. The next Transit meeting is November 17, 2010.

Chris Ruf indicated that this issue identified by the Senior Needs Assessment does go across the age lines and disabled and low income individuals. This is a county wide need and a topic we continue to work on. There is a Parent Advisory Group that meets every other month. Transportation is a top need in our county. Transportation will be the topic for the meeting on November 16, 2010 at 6:30 p.m. at the University of Akron Medina County.

Sandy Calvert noted that we need to sit down collectively and draft a report that goes to the Transit Director and County Commissioners. This is different than what was reported in April to what is actually happening in the county. A 93 year-old woman waited three hours in the heat for her ride and would not leave because of fear of missing her ride.

**B. SENIOR SERVICE COORDINATION**

Kathe Shook attended an Ohio Summit on Aging. The topic of discussion was laws on elder abuse. We cannot solve the people problems if the system has the problem. There are trust issues from other service providers. The next conference is in June of 2011. Out of 88 counties in the state of Ohio, there are 9 counties that work with senior issues. Medina County is one of the nine.

**C. MID SERVICE COORDINATION**

Amy Perrine noted that the Mid Service Coordination cases are mental health and developmental disability individuals.

**8. UNFINISHED BUSINESS**

None.

**9. NEW BUSINESS**

None.

**10. PUBLIC COMMENTS**

- A.** Brad Williams: Please note that the Council meeting in November will be in a different room. Look for the signs.
- B.** Sandy Calvert: The HANDS Foundation received a grant for the RSVP Program for senior citizens.
- C.** Pat Robertson: Thanked Council for the generosity towards the Adopt-A-Family project. The initial amount received is \$415.
- D.** Nick Solar: Pat Robertson's last meeting is in November 2010. Pat has been a member of Council since June 1996 - 14 years! Pat has been a guiding light to everyone here. Thank you for all of the years of coordinating the holiday project and for all you have done for the families in Medina County.

**11. ADJOURNMENT**

Diane Dockrill made a motion to adjourn. Debbie Grace seconded. The motion passed. The meeting adjourned 10:15 a.m.

Respectfully submitted by,  
Jayme McCourt