



MEDINA COUNTY FAMILY FIRST COUNCIL

MINUTES OF MAY 25, 2010

MEMBERS PRESENT

1.	Andregg, Carol	Family Representative
2.	Brittain, Randy	Ohio Department of Youth Services
3.	Calvert, Sandy	HANDS Foundation
4.	Carmon, Gail	Alternative Paths
5.	Croftcheck, Kim	Community Action Wayne/Medina County
6.	Dockrill, Diane	Solutions Behavioral Healthcare
7.	Grace, Debra	Wadsworth Salvation Army
8.	Hudson, Nancy	OSU Extension
9.	Kasten-Krause, Melanie	Society for Handicapped Citizens
10.	Koran, William	Medina County ESC
11.	Kubena-Yatsko, Debbie	Medina Metro Housing
12.	LeSure, Suzanne	Cornerstone Wellness
13.	Leuthaeuser, Judy	Medina County Library
14.	Manes, Jan	Medina County Board of Developmental Disabilities
15.	Martin, Tonya	Medina Health Ministry
16.	McGuire, Beth	Hospice of Medina County
17.	Meador, Barbara	Community Action
18.	Nowak, Brian	Medina County Drug Abuse Commission
19.	Putka, Tim	Catholic Charities
20.	Quallich, Kristine	Medina City Schools
21.	Ray, Billy	Family Representative
22.	Reed, Kellie	Family Representative
23.	Robertson, Pat	Family Representative
24.	Shema, Timothy	Domestic Relations Court
25.	Simon, Betsy	Family Representative
26.	Solar, Nick	City of Brunswick
27.	Tahajod, Sharon	Family Representative
28.	Titterington, Phillip	Juvenile Court
29.	Wilkins, Mead	Medina County Job and Family Services, Chair-Elect
30.	Williams, Bradford	Solutions Behavioral Healthcare, Chair

GUESTS PRESENT

1.	Hartman, Don	Office for Older Adults
2.	Hawkins, Esther	Parent Advocacy Connection

STAFF PRESENT

1.	McCourt, Jayme	Administrative Assistant
2.	Ruf, Christine	Coordinator and Help Me Grow Project Director

1. WELCOME, CALL TO ORDER AND INTRODUCTIONS

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

2. COORDINATOR'S REPORT

Christine Ruf forwarded the Coordinator's Report with the Council agenda and information.

- The Senior Issues meeting was organized.
- Developed reports for HMG.
- The budgets for HMG and FFC were prepared.
- Parents as Teachers program had data tracked and contracts revised.

3. APPROVAL OF MINUTES AND COMMITTEE REPORTS

Debbie Kubena-Yatsko made a motion to approve the minutes and committee reports. Billy Ray seconded. Kris Quallich abstained. The motion passed.

4. **ACTION ITEMS**

A, Approve the SFY 2011 FFC Budget

Discussion:

- Decrease in salary costs.

Scott Miller indicated to Chris Ruf that the salary line item was excessive last year. It is now more reflective and accurate.

- Family Collaborative Treatment Team (FCTT).

This is a specialized group of therapists who work with families of sexual abuse. This is a separate line item for Juvenile Court, ADAMH, and JFS. Additional dues were collected from these agencies to fund this.

- 10% of the HMG Budget.

HMG transfers 10% of its budget to FFC.

- Is the cash balance our revenue amount?

The cash balance changes every month. The reserves are our cash balance. We went into this year with \$144,000 and will go out with \$146,000. The general rule of thumb is to keep three months of funding in the reserves.

- Funding Senior ICAT.

At the Senior Issues meeting the question was asked, "What is the role of FFC in senior issues?" FFC is cradle to grave, but has had passive involvement. There is nothing in the Strategic Plan to address senior issues. 185 agencies deal with seniors. FFC's role and our Table of Organization is incorrect. Senior ICAT does not report to Senior Focus. It needs to be aligned and be more realistic. At this time, FFC needs to fund Senior ICAT. The Director of the Office for Older Adults position is open. With the absence of a Director, Senior ICAT needs to be funded.

- What will the role of the new director be in the senior issues?

Western Reserve Area on Aging has specific rules that have to be followed for funding. Some things can and can't be done.

- Can the director be the coordinator of senior services?

Seniors are a very complex and expensive group. This is a community decision between the Commissioners and OOA.

- Can the Western Reserve funds be used at the county's discretion?

- What really meets the needs of older adults in Medina County?

- The role of Senior Focus was not addressed as an issue.

- Senior ICAT.

The budget line item ICATs (g) notation funds Senior ICAT for six months. The Administrative Committee recommended six months at \$5,000 per quarter. We have \$30,000 we did not spend last year. This is the only program we are funding. We also pay for Amy Perrine for Youth ICAT and Mid-ICAT. We provide coordination versus services. There is triaging before they get to the ICAT level.

- What is the plan for the six months after Senior ICAT is not funded?

The Administrative Committee discussed looking at the Strategic Plan, the restructure of Council, the way we do business and committee restructure. FFC needs more refined groups looking at topics. The Office for Older Adults will have new director and hopefully better decisions on Senior ICAT will be made on where it belongs and who should fund it.

- Table of Organization.

The youth issues are under one umbrella and we need something to balance out the issues. A suggestion was made to have an Adult Advisory Consortium. The umbrella would mirror YAC without free floating committees. Transportation is not just a senior issue, but goes across the age span and is identified as a county need. YAC is very useful for disseminating information. Most of YAC are not Council members. There needs to be an information flow of what seniors are doing between Senior ICAT and Senior Focus. There are opportunities for coordination and development in the senior area.

- Senior Issues and Council members.

There are so few Council members that address senior issues. Most of the individuals addressing senior issues are not on Council. Senior Focus does not receive funding. Senior ICAT does receive funding. Do we need funding or people to get on board?

- Who will oversee Senior Focus?

Sandy Calvert has done this for a year and will continue for six more months.

- Senior issues very confusing between all the players.

Senior ICAT has deep end mental health issues.

YAC is a good model. YAC has evolved and more people are coming to the table.

The umbrella idea is to have issues discussed there.

There is lack of coordination but great services for seniors.

- Reorganize Council structure.

The Table of Organization should have an Adult Advisory Consortium. There are issues that cross all the lines. We are looking at the Table of Organization to be a combination of adult issues and youth issues.

- Table of Organization.

Staff will be on one with chart with the reporting structure with who reports to whom and how county employees report to a contracted staff member.

The committee structure will be on another chart with reporting lines.

Beth McGuire made a motion to approve the SFY 2011 budget. Will Koran seconded. Tim Putka abstained. The motion passed.

5. COMMITTEE REPORTS

i. ADMINISTRATIVE

The Administrative Committee report was covered under the action item.

ii. FAMILY ADVISORY

Sharon Tahajod announced the Vocabulary List is completed but she is still adding mission statements from agencies. The list will be added to the FFC web site. We will keep it updated on an ongoing basis. Please email Sharon with changes.

The Family Advisory Committee has been working on the Service Coordination Mechanism. The committee met last week and had a very productive meeting. The committee will be discussing it today at their meeting.

The sponsors/coordinators of the Back to School Rallies will be contacting agencies directly to invite whomever they wish. Agencies will RSVP directly to the sponsors and eliminate the middle man (FFC). Sharon will email the dates to Council.

Mead Wilkins noted JFS has 100 used, clean coats for distribution. JFS received 2,500 coats to distribute.

United Way has the Stuff the Bus Campaign. They are collecting new school supplies. Email Sharon or Mary Raitano from the United Way if you wish to have a box at your agency. Mary is the school supply collector.

iii. MEMBERSHIP

No report.

iv. PUBLIC RELATIONS

Phillip Titterington reported that the PR Committee met last week. Thank you for working on the Strategic Plan and because of that, PR is extremely busy. We spoke about updating some of the old brochures. Thank you to Beth McGuire and her staff for providing help with a new brochure. Last month we sent out a list if your agency is linked to Council's website. Over the next month Jayme McCourt will be repopulating the data page and once everything is fully operational, we will contact the agencies to create the link process.

PR is charged with getting 2 new members each year.

Our next meeting is at 9:00 a.m. on Thursday, June 17, 2020 at JFS. PR is charged with looking at social networking and Facebook. We will be look into it more and discuss the full aspects. It is not as easy as it looks. At that meeting Jayme McCourt's daughter Kelly, will provide training on Facebook. At that time we will determine if it is something to explore futher for Council.

v. PLANNING COMMITTEE

Brad Williams noted the Planning Committee met this morning. The committee discussed the Service Coordination Mechanism. There has been extensive work going into the rewrite. We are hoping that in one or two meetings we can come to consensus and meet the needs and compliance for the document. The committee discussed the Strategic Plan and information flow. We are hoping to get the proper channels defined. It was agreed to include an agenda item at future Council meetings. A Cross Cutting Topic will be added after any Action Items. Anyone could nominate a topic and it can be discussed at Council. We will continue to look at the Strategic Plan and see how we are progressing.

a. SUBCOMMITTEES

1. MID ICAT

Chris Ruf reported that Amy Perrine and Mid ICAT reviewed seven individuals since January 2010. The self assessment tools, both pre and post, have been made more relevant to the issues. Six of the families have shown improvement. One family did not show success because of extreme mental issues. Mid ICAT is doing some really good work. They are looking at 30 to 35 different items and some are improving. A question was raised about noticing any pattern or gaps. The issues need to be reported to Council.

2. SENIOR FOCUS

Sandy Calvert coordinated the Senior Community Report on April 30, 2010 where over fifty people attended. Senator Gibbs spoke on the biannual budget. There has been no progress on the budget at the state level. It is a dismal picture. The Western Reserve Assessment mirrored the Senior Needs Assessment; the number one issue was transportation. Senior Focus is working on a customer service brochure for transportation. The Safety Committee has been working on a Life Pouch. That committee is providing training on the pouch as it stores current medical information. Photographs were taken of older adults to put in the pouch. By December 31, 2010 we hope to have issues discussed and how we all fit in the FFC framework. Thank you to Mead Wilkins and Chris Ruf for still discussing senior issues. It is essential to be a part of Council.

3. SENIOR ICAT

Tim Putka thanked Council for the financial support for the next six months. Catholic Charities is looking at twenty agencies in the core team that we will be asking for funds. There are 50-60 agencies that refer to Senior ICAT. We are committed to continuing this program. We welcome the input, information and support.

4. WELLNESS

There is no meeting in May. The next meeting will be June 4, 2010 from 8:30 a.m. to 10:30 a.m.

(i.) CARE TEAMS

Kris Quallich applied for a Stephenson grant and received funding for the upcoming year. We continue to look for funding at Wadsworth for the after school part. We are also currently working on a brochure.

5. YOUTH ADVISORY CONSORTIUM

Jan Manes reported that at the YAC meetings there is a great deal of information sharing. The Health Department Pediatric Clinic is in need of referrals. The Consortium discussed updates with early childhood. The Department of Health goes under the Department of Education soon. The Health Department Dental Mobile Unit is up and running. A WIC grant is due July 6, 2010. A grant for Child and Family Health Services (well child clinic) was submitted.

For the Service Coordination Mechanism to be within the language within the law, Youth ICAT must be discussed at the Early Childhood Collaborative Group. Medina County's name is the Youth Advisory Consortium. Youth ICAT is under YAC for information purposes only. YAC is the ongoing process in meeting the needs of the community. Our next meeting is June 1, 2010.

6. YOUTH ICAT

Chris Ruf reported that Youth ICAT currently has 20 families involved with 27 children. Four of the children are in residential treatment using pooled funding. The pooled funding is from JFS, Juvenile Court, ADAMH and MCBDD. One is not using pooled funding. We are spending \$1,159 per day for four children for residential treatment. There are a significant number of children being served. This could be a cross cutting topic to discuss at a Council meeting.

Sharon Tahajod reminded Council that the Service Coordination Mechanism is a guidance document. The Service Coordination Plan is the individual family. The FAC has been in collaboration with the approval process of the mechanism. This was not done in the past. FAC felt Council should know what you are approving. If you are listed as developing and approving this mechanism then essentially you are giving your approval for the FCSS and developmental assets funding. Everyone needed the opportunity to know about the mechanism and the process. If you wish to know the information is put out there. Funding was not tied to approval of the mechanism in prior years. As of March 2010 the SCM is now tied to non residential and administrative funding. We will receive approximately \$17,000 from OFCFC. FCSS funds do not show on the budget.

b. AD HOC COMMITTEES

1. BYLAWS

Brad Williams announced that the recently resurrected Bylaws Committee will be meeting on June 11, 2010 at 10:30 a.m. at the Housing Authority where the recommendations received from the Prosecutors office will be reviewed.

6. UNFINISHED BUSINESS

None.

7. NEW BUSINESS

A. NEEDS ASSESSMENT

Chris Ruf noted that at a recent YAC meeting the CFHA grant required a Needs Assessment. In past this was done partnered through agencies and the University of Akron. The Needs Assessment in 2003 and 2006 cost quite a bit of money. Council would also require a Needs Assessment in FY 2011. We are under the mandates of HB289 and to publish an annual report. The Care Team was used in the past to report for HB289. Our plans for 2012 need to include:

- Family and civic engagement plans.
- Community plans.
- United Way plans.
- Mental health plans.

Council needs to come together and make our own plan. Jayme McCourt has participated in three training sessions on surveys and gathering data. HMG purchased the software for approximately \$1,100. We are not experts in analyzing data but we can gather, create the graphs and then have someone else analyze it. We discussed this at the Administrative Committee meeting. We will be looking for individuals and not just Council members, but any agency that requires a Needs Assessment. We will be looking at what kind of questions to ask, how to develop the survey and how to promote it. We can do this inexpensively in our community. When you receive an email concerning a Needs Assessment, you will be aware of this. If your agency has specific questions please contact Chris Ruf. A Needs Assessment Group (NAG) will be forming shortly.

8. PUBLIC COMMENTS

- A.** Debbie Grace announced that Wednesday, August 18, 2010 from 5:00 to 7:00 p.m. will be the Back to School Rally for Wadsworth.
- B.** Jan Manes thanked everyone who voted for the MCBDD levy. We are sorry to say it did not pass but we will be on the ballot in again in November. We will be looking for your support.

9. ADJOURNMENT

Nick Solar made a motion to adjourn. Diane Dockrill seconded. The meeting adjourned at 10:25 a.m.

Respectfully submitted by:
Jayme McCourt