



MEDINA COUNTY FAMILY FIRST COUNCIL

MINUTES OF MARCH 23, 2010

MEMBERS PRESENT

| | | |
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| 1. | Andregg, Carol | Family Representative |
| 2. | Barlow, Betty | Oaks Family Care Center |
| 3. | Brittain, Randy..... | Ohio Department of Youth Services |
| 4. | Calvert, Sandy..... | HANDS Foundation |
| 5. | Carmon, Gail | Alternative Paths |
| 6. | Castele, Lynne | Family Representative |
| 7. | Dockrill, Diane | Solutions Behavioral Healthcare |
| 8. | Geissman, Patricia | Medina County Commissioner |
| 9. | Grace, Debra..... | Wadsworth Salvation Army |
| 10. | Jackson, Sienna..... | Medina Salvation Army |
| 11. | Jenks, Michael | ADAMH Board |
| 12. | Kasten-Krause, Melanie..... | Society for Handicapped Citizens |
| 13. | Kauffman, Kevin..... | Samaritan Care Center and Villa |
| 14. | King, Julie..... | United Way of Medina County |
| 15. | Koran, William | Medina County ESC |
| 16. | Kubena-Yatsko, Debbie | Medina Metro Housing |
| 17. | LaMar, Michelle..... | Community Services Center |
| 18. | LeSure, Suzanne | Cornerstone Wellness |
| 19. | Leuthaeuser, Judy..... | Medina County Library |
| 20. | Manes, Jan..... | Medina County Board of Developmental Disabilities |
| 21. | McGuire, Beth | Hospice of Medina County |
| 22. | Nowak, Brian..... | Medina County Drug Abuse Commission |
| 23. | Quallich, Kristine | Medina City Schools |
| 24. | Radecky, Debra | Office for Older Adults |
| 25. | Ray, Billy | Family Representative |
| 26. | Reed, Kellie..... | Family Representative |
| 27. | Robertson, Pat | Family Representative |
| 28. | Shema, Timothy | Domestic Relations Court |
| 29. | Simon, Betsy | Family Representative |
| 30. | Solar, Nick..... | City of Brunswick |
| 31. | Strebler, Lisa..... | Medina County Health Department |
| 32. | Tahajod, Sharon..... | Family Representative |
| 33. | Titterington, Phillip..... | Juvenile Court |
| 34. | Wilkins, Mead..... | Medina County Job and Family Services, Chair-Elect |

GUESTS PRESENT

| | | |
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| 1. | Carter, Reverend Cornell | Second Baptist Church |
| 2. | Miskell, Debra | Medina Hospital |

STAFF PRESENT

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

1. WELCOME, CALL TO ORDER AND INTRODUCTIONS

In the absence of Brad Williams, Mead Wilkins welcomed everyone and called the meeting to order at 9:05 a.m. Introductions were made.

2. PRESENTATION - SENIOR FOCUS

Mead Wilkins began by reiterating that Family First Council is funding the Senior ICAT Coordinator, Kathe Shook, through the end of this fiscal year (June 30, 2010). Council needs to clarify what its role is in senior issues. Our Council is a "Womb to Tomb" Council as was adopted in the past. There will be a Senior Focus Community Report on April 30 at the Medina County University Center. In the weeks after that, there will be an opportunity to look at Council's role and as a funder of senior issues. More information will be forthcoming.

Sandy Calvert outlined Senior Focus and issues concerning seniors:

- The chairs of the six recommendation committees met the prior week.
- Senior Focus has been addressing the needs of seniors and the recommendations of the survey for over a year.
- A pamphlet was distributed on Senior Focus (copy attached to original minutes).
- Council adopted “Womb to Tomb” in the early 1990’s.
- Sandy Calvert was Vice-Chair and then Chair of Council during that time.
- There was no funding at that time.
- Over the last several years Council has looked at funding for senior needs issues.
- Sandy meets with agencies around the county.
- Six recommendation committees have been meeting, have goals and objectives and working on the gaps in services identified by the senior survey.
- Sandy Calvert attends all of the meetings of the six recommendation groups.
- Decisions on funding need to be made by Council.
- Where is this initiative going?
- Council needs to initiate a logic model.
- When do we achieve what we want?
- Senior population is growing in Medina County.
- There are a growing numbers of seniors living in poverty.
- Senior Focus is evidenced based programming.
- Senior Focus has morphed into a much larger entity than before.
- The six chairs of the recommendation committees should be together under the umbrella of our Council.

Discussion:

- Council needs to make a decision on Senior ICAT funding.
- Council needs to look at Senior ICAT and Senior Focus in its entirety.
- It is a challenge for Council to see where the work happens.
- In the Strategic Plan one of the things to look at is the restructuring of Council and Council meetings.
- Would the six different committees meet if they didn’t have the push of Sandy Calvert behind them to keep them on track?
- There is active collaboration of area agencies.
- Is participation on the recommendation committees a fulfillment of Council requirements?
- What are the goals of Senior Focus?
- Sandy Calvert made a commitment a year ago and Council needs to determine how we keep this moving forward.
- Should Council have a Coordinator for more than 10 hours a week to oversee Senior Focus?
- The Coordinator role and the relationship with Senior ICAT, Senior Focus, Senior Network etc. needs to be reviewed.
- Council needs to look at the entire structure and the Strategic Plan.
- This may fit better under Council’s realm.

3. PRESENTATION - STRATEGIC PLAN

Christine Ruf displayed the Strategic Plan on a PowerPoint Presentation on the overhead screen. Christine reviewed each of the four goals and recommendations.

Discussion:

- Workgroup 4 continues to meet and work on their Goal.
- Program Goal 4 Strategy B will include Senior Focus.
- How will we address the timeline?
- Sharon Tahajod is almost done with acronyms and will send the list to the Administrative Committee.
- Relook at the goals and if they are completed.

- Fold comments into this document.
- Change the deadlines as needed.

Lynne Castele made a motion to approve the Strategic Plan as presented today. Julie King seconded. The motion passed with a majority vote. There were three opposed: Suzanne LeSure, Beth McGuire and Tim Shema.

4. COORDINATOR’S REPORT

Christine Ruf forwarded the Coordinator’s Report with the Council agenda and information. The date range for the report is now coinciding with the Administrative Committee meeting. A copy is attached to the original minutes.

5. APPROVAL OF MINUTES AND COMMITTEE REPORTS

Billy Ray made a motion to approve the minutes and committee reports. Pat Robertson seconded. Suzanne LeSure, Kris Quallich and Mead Wilkins abstained. The motion passed.

6. ACTION ITEMS

A. On behalf of the Wellness Committee, Diane Dockrill made a recommendation to award the SFY2011 Ohio Children’s Trust Funds to:

| | |
|--|--------------------|
| HELP ME GROW, PARENTS AS TEACHERS..... | \$35,214.00 |
| OAKS FAMILY CARE CENTER, PATHS, GOOD TOUCH - BAD TOUCH, PARENTS AS TEACHERS | \$12,625.00 |
| CATHOLIC CHARITIES COMMUNITY SERVICES, CHILD ASSAULT PREVENTION WORKSHOPS | \$4,552.00 |
| TOTAL..... | <u>\$52,391.00</u> |

Kris Quallich seconded the motion.

Discussion:

- Diane Dockrill - Reported that the Wellness Review Committee met on March 10, 2010 to review the applications. There were new criteria and guidelines provided by the Ohio Children’s Trust Fund to score the programs. There were weighted categories and sub-categories and concrete tools to score the applications. The scores were calculated and the recommendations were sent to the Administrative Committee for approval.
- Debbra Grace - She did not receive the scoring sheet with the application. Jayme McCourt will investigate and respond to her. (Submitter’s note: The application did contain the scoring sheet and Debbra Grace was notified.)
- Mike Jenks - Requested clarification concerning the Help Me Grow application.
- Diane Dockrill - All of the applications went through the proper procedure. It was clear that Christine Ruf was not part of the review process. Phillip Titterington was at the review meeting as a representative of the Administrative Committee and to oversee the score process. All documents were handled through Jayme McCourt. Christine Ruf was separate from the process. The integrity of the process was respected. All of the applications had an equal opportunity for funding. The process was open and equal.
- Lynne Castle - Did the Wellness Committee announce why each applicant was funded or not funded?
- Diane Dockrill - Any applicants that were or were not funded are welcome to attend the Wellness Committee meeting on April 2, 2010 to ask any questions. The Wellness Review Committee came to consensus that they will not go through the details on why or why not they were funded. Each applicant received a letter.
- Julie King - Funders never tell you why you did not receive the grant.
- Lynne Castele - She would like feedback given to the applicants on why they were not accepted.
- Carol Andregg - We do have the control to give feedback at the local level.

- Phillip Titterington - Reminded Council that he was the moderator for the process. The people that reviewed the grant spent a good deal of time and discussion on this process. They did a lot of work to complete this. This group is being as transparent as possible. It was not easy coming up with the recommendations. A scoring grid was used.
- Diane Dockrill - The guidelines were very clear about what can be spent on the programs. Please come to the Wellness Committee meeting if you would like further details.
- Christine Ruf - This is not the final step in the process. The three grantees information have to be combined into one document. Ohio Children's Trust Fund will review the application and have a decision in July. We will not know if we are accepted and funded until they accept it. They may come back with changes.
- Mead Wilkins - The funding is under Ohio Job and Family Services under Ohio Children's Trust Fund and they have much more rigid guidelines.
- Sharon Tahajod - This process was radically different because the dictates came from the state. There were not a wide range of options. The process is clear and concise that precisely follows the formula.
- Judy Leuthaeuser - Is now part of the Wellness Committee and was impressed by the work of the group.
- Diane Dockrill - The Wellness Committee usually had a larger group of individuals to review the grants. Some individuals were excused because of their affiliation with an agency board or agencies that were granted funds.

Betty Barlow, Debra Grace and Betsy Simon abstained. The motion passed.

7. COMMITTEE REPORTS

A. ADMINISTRATIVE

Mead Wilkins reported that the Administrative Committee discussed:

- FY2011 budget.
- Contracts for Help Me Grow Coordinator and Family First Coordinator are one year contracts with a second year automatic renewal.
- Job descriptions.
- Service Coordination Plan for Youth ICAT on Tier 1 and Tier 2. The next meeting will be with the clinical group. The Service Coordination Plan will go to the Planning Committee on April 27.
- Dawn Rist is no longer able to be the facilitator for Youth ICAT; Amy Perrine will fulfill the role.

B. FAMILY ADVISORY

Sharon Tahajod and the Family Advisory Committee have been reviewing the Service Coordination Plan. The Family Advisory Committee will meet to discuss it and provide suggestions.

C. MEMBERSHIP

No report.

D. PUBLIC RELATIONS

Phillip Titterington noted as you saw in the Strategic Plan, the Public Relations Committee needs members. Our next meeting is April 15, 2010 at 8:45 a.m. JFS. There will be a surprise for anyone who wishes to attend! Anyone can attend the meeting, not just Council members.

E. PLANNING COMMITTEE

No report.

i. SUBCOMMITTEES

a. BYLAWS

Lynne Castele reported that the Bylaws were approved on August 25, 2009. They were sent to the Medina County Prosecutors Office that same week. The Prosecutors Office reviewed them and we received a reply in March. In October of 2009, sections of the Ohio Revised Code were changed. We need to change minor things in the document. The Bylaws Committee is meeting on May 7, 2010 at 8:30 a.m. Our goal is to have this completed in one meeting.

(i.) **CARETEAMS**

Kris Quallich presented a thank you poster made by the kids in the Careteams. Medina City Schools are working on a brochure for this year and funding for next year.

c. **YOUTH ADVISORY CONSORTIUM**

Jan Manes announced the Youth Advisory Consortium met on March 2, 2010. Amy Benza presented at the meeting. Jan attended the Baby Fair last weekend and it was very well attended. Our next meeting is April 6, 2010 from 9 a.m. to 11 a.m.

ii. **AD HOC COMMITTEES**

a. **MID-ICAT**

Christine Ruf reported that Mid-ICAT has increased their activities because they have received more referrals.

8. **UNFINISHED BUSINESS**

None.

9. **NEW BUSINESS**

None.

10. **PUBLIC COMMENTS**

- A. Mead Wilkins – There is lots of good work being done by the committees and groups.
- B. Debbie Kubena-Yatsko – The Housing Authority is almost finished with a building in Wadsworth for sensory and mobility impairments.
- C. Sharon Tahajod – Is working on the vocabulary and acronym list and it will be submitted to Council for corrections and input.

11. **ADJOURNMENT**

Nick Solar made a motion to adjourn. Beth McGuire seconded. The meeting adjourned at 10:50 a.m.

Respectfully submitted by:
Jayme McCourt