

**Medina County Family First Council
Meeting Minutes
June 24, 2008**

MEMBERS PRESENT

1. Barlow, Betty Oaks Family Care Center
2. Castele, Lynne..... Family Representative, Chair
3. DePasquale-Hagerty, Dianne..... Medina Creative Housing
4. Dockrill, Diane Solutions Behavioral Healthcare
5. Giles, Joyce Medina General Hospital
6. Gordon, Jan..... OSU Extension
7. Hambley, Steven Medina County Commissioner
8. Hardin, Beverly..... Society for Handicapped Citizens
9. Jenks, Michael..... ADAMH Board
10. King, Julie United Way of Medina County
11. Kubena-Yatsko, Debbie Medina Metro Housing
12. LeSure, Suzanne..... Cornerstone Wellness
13. Lohn, John..... Medina County Juvenile Court Judge
14. Manes, Jan..... Medina County Board of MR/DD
15. McGuire, Beth..... Hospice of Medina County
16. Nowak, Brian Medina County Drug Abuse Commission
17. Putka, Tim Catholic Charities
18. Quallich, Kristine..... Medina City Schools
19. Radecky, Debra..... Office for Older Adults
20. Robertson, Pat..... Family Representative
21. Schreiber, Kim Family Representative
22. Shema, Timothy Domestic Relations Court
23. Simon, Betsy Family Representative
24. Solar, Nick City of Brunswick, Chair-Elect
25. Strebler, Lisa Medina County Health Department
26. Tahajod, Sharon..... Family Representative
27. Titterington, Phillip..... Juvenile Court
28. Wilkins, Mead Medina County Job and Family Services

GUESTS PRESENT

1. Goebel Gene Medina County Achievement Center
2. Hanzel, Traci Community Action

STAFF PRESENT

1. DeGeorge, Vincent..... Family First Council Executive Director
2. McCourt, Jayme Family First Council Administrative Assistant
3. Perrine, Amy..... Family First Council ICAT Coordinator
4. Ruf, Christine..... Help Me Grow Project Director

1. WELCOME, CALL TO ORDER, AND INTRODUCTIONS – LYNNE CASTELE

Lynne Castele welcomed everyone to the meeting and called to order at 9:05 a.m. Introductions were made. Nick Solar thanked Medina General Hospital for the meeting space.

2. PRESENTATION – OPERATIONAL CAPACITY BUILDING GRANT, HB 289 PLAN AND ANNUAL REPORT – VINCENT DEGEORGE

Vincent DeGeorge reviewed the history of this grant and the steps to approval. This used to be the Administrative Grant provided to every Family and Children First Council in the amount of \$20,000. In 2008-09 it is called the Operational Capacity Building Grant. HB 289 indicates how Family First Councils need to structure their operations and submit information to the state. Items discussed:

- How our council is funded. We are fortunate in our county to have pooled resources.
- The reporting process, subcontracting etc. on Help Me Grow.
- Information on the ICAT process.
- How we engage families, addressing barriers, and have an active council.
- Technical assistance – we have not requested any.
- We have an active Regional Representative, Janice Houchins.

Areas we've targeted and what we've addressed.

First year of attendance reporting, thus empowering the councils to require attendance. Our council does not have this problem. Letters should be sent after "X" amount of meetings missed, etc.

A=alternate, P= present, and blank is nonattendance (copy attached to original minutes).

Listing of our meeting dates and times.

Listing of our Family First Council members.

Family Representatives are required to sign off on this grant request.

Designation of our administrative agent.

\$20,000 goes to all counties across the state.

HB 289 Plan and Annual Report are based on the 6 commitments to child well-being:

Commitment 1 – *Expectant Parents and Newborns Thrive*

Commitment 2 – *Infants and Toddlers Thrive*

Commitment 3 – *Children Are Ready for School*

Commitment 4 – *Children and Youth Succeed in School*

Commitment 5 – *Children and Youth Engage in Healthy Behaviors*

Commitment 6 – *Youth Successfully Transition into Adulthood*

Counties that are part of the PfS process had their information available. The child well-being commitment that Medina selected was *Children and Youth Engage in Healthy Behaviors*. We have to report on our 08 strategy that was approved by the state, and then we have to report on what we are doing in 09. All of this is based on the PfS logic model process. Risk factors, protective factors, and assets are all very logic model driven. We have to show some outcome, e.g., decrease in truancy, increase in attendance and grades. Two funds finance the CareTeam – 404 Access to Better Care from the ADAMH Board which is being used for sustainability this year, and the Commissioners contribution to fund the after school program. The Sustainability committee meeting is Friday, June 27, 2008. At that meeting if we choose not to continue with the CareTeams, then we will have to alter this document. Planning is responsible to do a strategic plan for the 2010-2011 years. Discussion ensued on the CareTeam and the continuation of it.

3. **EXECUTIVE DIRECTOR'S REPORT - ICAT AND STATE/OTHER ISSUES – VINCENT DEGEORGE**
Copy of report attached to original minutes.

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

Pat Robertson made a motion to approve the minutes and committee reports. Debbie Kubena-Yatsko seconded. Judge Lohn abstained. The motion passed.

5. **ACTION ITEMS**

A. **HELP ME GROW BUDGET**

Julie King made a motion to approve the Help Me Grow budget. Lisa Stebler seconded. Discussion on the motion: Vincent DeGeorge received notification from the state that the increase is related to our size of our county. It is incentive based and the projected increase is not specified in this budget. Help Me Grow may have to revise their budget next year. Reduced are: newborn home visits, travel, and training. If we get the money we will increase the line items and use it creatively and not just hire staff. Some of this is based on population. Judge Lohn, Betsy Simon and Tim Putka abstained. The motion passed.

B. **CONTRACT SUBMISSIONS**

Beth McGuire made a motion to approve (i) Family First Council and Help Me Grow enter into contract with Catholic Charities for \$289,311.88. (ii) Family First Council and Help Me Grow enter into contract with the Health Department for \$101,182.00 for newborn visits and nursing (\$33,000 newborn, \$68,182 nursing). And (iii) Family First Council and Help Me Grow enter into contract with Community Action for \$48,222.72 for one service coordinator. Mike Jenks seconded. Judge Lohn, Tim Putka, Betsy Simon and Lisa Strebler abstained. The motion passed.

C. **CONTRACT RENEWAL FOR CHRISTINE RUF**

Mead Wilkins made a motion to approve the contract renewal for Christine Ruf, not to exceed \$56,000. Joyce Giles seconded. Discussion on the motion: Mead Wilkins noted that Council is very pleased with the job Chris has done. Judge Lohn, Tim Putka and Betsy Simon abstained. The motion passed.

D. OHIO FAMILY AND CHILDREN FIRST OPERATIONAL CAPACITY BUILDING FUNDS SFY 2009 AND APPROVE SUBMISSION FOR HB289

Debbie Kubena-Yatsko made a motion to apply for Ohio Family and Children First Operational Capacity Building Funds SFY 2009 and approve submission for HB289. Diane Dockrill seconded. Judge Lohn departed the meeting prior to the motion. The motion passed.

E. OHIO CHILDREN'S TRUST FUND GRANTS

Sharon Tahajod made a motion to approve the Ohio Children's Trust Fund Grants for the following: Total funds requested = \$95,998, Total funds available = \$52,366, Total funds for disbursement = \$52,366

- a. Oaks Family Care Center Lodi Resource Center = \$19,993
- b. Catholic Charities, Nurturing Parenting Program in conjunction with Wadsworth Salvation Army, Parenting Center and Positive Parenting Workshops = \$14,000
- c. OSU Extension Master Parenting = \$7,346
- d. Battered Women's Shelter Family Abuse Prevention Program = \$5,617
- e. Children's Center Adversity to Triumph and Train the Trainer = \$5,410

Tim Shema seconded. Discussion on the motion: Diane Dockrill noted that several individuals spent many hours of their own time reviewing the requests. We went over the grant proposals deciding on the best programming and where the gaps in services are. The committee asked some to reduce their activities and asked others to collaborate with programming. We tried to combine some grants and tried to adjust the amounts for the best of the county. Our recommendations will go back to the agencies. Tim Putka, Betsy Simon, Betty Barlow, Jan Gordon, Lynne Castele and Mead Wilkins abstained. The motion passed.

6. COMMITTEE REPORTS

A. ADMINISTRATIVE

Mead Wilkins report that the Administrative Committee worked on the Help Me Grow budget. The administrative budget is a reasonably stable budget that we started in October.

B. FAMILY ADVISORY

Sharon Tahajod announced the back to school rallies' dates, times, and places. Agency sign-ups are being circulated. Lynne Castele will conduct today's Family Advisory meeting having to do with a family engagement piece from the state by conducting a focus group and asking families what works and what doesn't work.

C. MEMBERSHIP

Beth McGuire noted that there was not a meeting in June. The next meetings are July 9 and August 13, 2008 at 9:30 a.m.

D. PUBLIC RELATIONS

Philip Titterington announced we will have a meeting on Tuesday, July 1, 2008 at 10:00 a.m. where we hope to have some logos to look at. Please submit data for the website.

E. PLANNING

Lynne Castele announced that the Planning Committee met this morning before the Family First Council meeting. We discussed a youth committee and where it fits into Family First Council. The Planning Committee approved of the intent, but it needs to be referred to the Bylaws Committee to see where it fits structurally. The next Youth Consortium meeting is on July 8, 2008 at Medina Hospital from 8:00 a.m. to 10:00 a.m. The Planning Committee will meet before the Family First Council meetings.

F. AD HOC COMMITTEES

a. EARLY CHILDHOOD COUNTY COLLABORATIVE GROUP

See Planning Committee report.

b. WELLNESS

Diane Dockrill reported that the Wellness Committee met on June 6, 2008 and reviewed the Ohio Children's Trust Fund grant requests. The committee does not have enough data to make an informed decision on where the commissioner's contribution of \$25,000 is to be used. We will not have to do an RFP process because it is the commissioner's fund. The committee appreciates the collaboration between agencies and organizations. We will not meet in July and the next meeting is August 1, 2008.

Vincent DeGeorge noted that the \$25,000 is intended to fund after school CareTeam and Teen Pregnancy Prevention programs. Can we incorporate some of the other programs into the CareTeam? To adhere to the fidelity of the model we have to have after school programs. Christine Ruf noted that the after school program can incorporate some teen pregnancy prevention in its programming. Steve Hambley wants Family First to propose a budget to submit to the commissioners to request funds for teen pregnancy prevention for calendar year 2009.

c. PFS SUSTAINABILITY TEAM

Kris Quallick announced that the PFS Team will have a meeting on Friday, June 27, 2008 to discuss the CareTeams. The hope is to try to run the CareTeams as cost effective as they can.

d. BYLAWS

Nick Solar reported that the committee met on June 13, 2008. Thank you to Chris Ruf for helping take the minutes. The committee is continuing to make progress and we are not rushing to go through the bylaws. As more committees meet and have issues, we have more to discuss. The next meeting is July 18, 2008 at 8:30 at the Medina General Hospital.

e. SENIOR FOCUS

Joyce Giles announced a Senior Summit will be held on July 11, 2008 at Medina General Hospital. The doors open at 8:00 a.m. We are expecting 80-100 people and the meeting will be over by 11:00 a.m.

7. UNFINISHED BUSINESS

None.

8. NEW BUSINESS

None.

9. PUBLIC COMMENTS

A. Kim Schreiber – 4H Junior Leaders are looking for community service projects.

B. Brian Nowak – all tobacco funding will be eliminated as of June 30, 2008.

C. Philip Titterington - Juvenile Drug Court thanks the Medina County Drug Abuse Commission for the funding received.

D. Beth McGuire – Thirteen children attended our grief camp. Most of the losses were sudden losses, and young losses.

E. Julie King – Saturday, June 28, 2008 the United Way Day of Action built the first trail in North Park in Brunswick. Six more are being planned for this summer.

F. Nick Solar – Christmas is only 6 months away. Be thinking of needy families.

10. ADJOURNMENT

Joyce Giles made a motion to adjourn. Debbie Kubena-Yatsko seconded. The motion passed. The meeting was adjourned at 10:50 p.m.

Respectfully submitted by,
Jayme McCourt