



# ***MEDINA COUNTY FAMILY FIRST COUNCIL***

## ***MINUTES OF NOVEMBER 24, 2009***

### **MEMBERS PRESENT**

1.	Andregg, Carol .....	Family Representative
2.	Barlow, Betty .....	Oaks Family Care Center
3.	Calvert, Sandy.....	HANDS Foundation
4.	Castele, Lynne .....	Family Representative
5.	DePasquale-Hagerty, Dianne .....	Medina Creative Housing
6.	Dockrill, Diane .....	Solutions Behavioral Healthcare
7.	Gordon, Jan .....	OSU Extension
8.	Grace, Debra.....	Wadsworth Salvation Army
9.	Jenks, Michael .....	ADAMH Board
10.	King, Julie.....	United Way of Medina County
11.	Koran, William .....	Medina County ESC
12.	Kubena-Yatsko, Debbie .....	Medina Metro Housing
13.	LaMar, Michelle .....	Community Services Center
14.	LeSure, Suzanne .....	Cornerstone Wellness
15.	Leuthaeuser, Judy.....	Medina County Library
16.	McGuire, Beth .....	Hospice of Medina County
17.	Pendlebury, Dee .....	Ohio Department of Youth Services
18.	Putka, Tim .....	Catholic Charities
19.	Quallich, Kristine .....	Medina City Schools
20.	Ray, Billy .....	Family Representative
21.	Robertson, Pat .....	Family Representative
22.	Shema, Timothy .....	Domestic Relations Court
23.	Solar, Nick.....	City of Brunswick, Chair
24.	Stepp, Randy .....	Medina City Schools
25.	Tahajod, Sharon.....	Family Representative
26.	Titterington, Phillip.....	Juvenile Court
27.	Williams, Bradford.....	Solutions Behavioral Healthcare, Chair-Elect

### **GUESTS PRESENT**

1.	Reed, Kellie.....	Family Representative Guest
2.	Sander, Bonnie .....	Marriage Coalition
3.	Wargo, Michele .....	Medina County ESC

### **STAFF PRESENT**

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

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

Nick Solar welcomed everyone and called the meeting to order at 9:00 a.m. Beth McGuire read a thank you note from Vince DeGeorge on the receipt of his plaque from Council. The note is attached to the original minutes. Introductions were made. Nick Solar distributed a copy of the 2010 meeting schedule.

### **2. COORDINATOR'S REPORT**

A copy of the report is attached to the original minutes.

#### **A. Data Collection, Survey and Reports**

In August of 2009, Christine Ruf attended the Family and Children First Council Retreat. While there, she attended a data collection presentation. The information was then presented to the Planning Committee in August of 2009. She and Jayme McCourt will be attending a software and survey training on December 16, 2009.

## **B. Family and Civic Engagement Grant**

The following is quoted from the [www.fcf.ohio.gov](http://www.fcf.ohio.gov) website. "To accomplish the HB 1 requirements related to family and civic engagement, an initiative being led by Ohio Department of Education in partnership with the Ohio Family and Children First Cabinet Council will seek to engage 25 county Family and Children First Councils (FCFCs), their Educational Service Centers (ESCs) and at least one of their school districts to participate in a learning community from February 1 - September 30, 2010. Selected teams will receive funding, coaching and technical assistance."

The grant is for \$26,000 with half for Council and half for the ESC. We have enough collaborative efforts with SPARK, ICAT and the Careteams to write the grant. The funds are to be used to offset staffing costs to implement the requirements. Will Koran is ready to move forward on the Family and Civic Engagement grant proposal.

## **C. Strategic Planning**

At the Strategic Planning meeting in September, the Mission Statement was revised and goals were developed. The information was posted on flip chart paper. Chris Ruf read the goals and the names of people who were at the table.

### **Mission Statement:**

The Family First Council is dedicated to strengthening the Medina County community by coordinating and supporting health, human, and social services.

### **Goal 1:**

Family First Council will increase, by 5 % during each year of the plan, the participation of families accessing FFC initiatives.

### **Goal 2:**

Increase the knowledge of the Family First Council Mission to referral sources, potential members, and partners on an ongoing basis.

### **Goal 3:**

By January of 2012, establish a more effective structure and operating procedures for Family First Council as measured by our organizational chart, meeting agendas, and other supporting documents.

### **Goal 4:**

During each year of the plan, increase active participation of council members and engage community members in order to leverage resources to meet identified needs and strengthen existing collaboratives.

The document was completed by Dale Fortner and distributed at the October 2009 Council meeting. Dale indicated that there are gaps in the documents and some items need to be clarified. Council was asked to send comments, corrections and concerns to Chris Ruf by November 10, 2009. At the Planning meeting today, it was decided to work on the Strategic Plan in the original groups from the September event at the January Council meeting. Chris asked Council members who were not present at the September event to please sign up to work on a goal. Before the meeting is over today, please put your name on a committee or initial that you will continue on the goal. At the January meeting we will break out into the four groups and have a completed document at the end of that meeting.

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

Debbra Grace made a motion to approve the minutes and committee reports. Billy Ray seconded. The motion passed.

## **4. ACTION ITEMS**

**A.** Diane Dockrill made a motion to approve the contract with Catholic Charities for the Senior Inter-Systems Collaborative Assessment Team Coordinator for \$15,336.00 from October 1, 2009 through June 30, 2010. Breakdown: \$14,336 for salary and \$1,000 for travel. Kris Quallich seconded.

Discussion:

- The Administrative Committee directed Christine Ruf and Mead Wilkins to discuss the proposed hourly rate by Catholic Charities and negotiate the contract (copy of the contract is attached to the original minutes).
- This contract is a nine month program.
- Council may not have funding next fiscal year.

- Ask Kathe Shook to come to the February Council meeting to explain what she does in her role as the Senior ICAT Coordinator.
- Catholic Charities will submit a monthly invoice stating her activities and how she is spending her time.
- What is Senior ICAT?
  - Facilitator
  - Intake person
  - Triage
  - Statistics
  - Coordinates difficult senior cases
  - Provides a case plan

Mike Jenks noted the ADAMH Board had to eliminate the funding but it is a good project. We have had collaboration over many years. It is an important project. Try for sustainability of the project.

The motion passed. Mike Jenks and Tim Putka abstained.

## **5. COMMITTEE REPORTS**

### **A. ADMINISTRATIVE**

In the absence of Mead Wilkins, Nick Solar reported the committee discussed the Catholic Charities contract, the Strategic Plan and the Family and Civic Engagement grant. We received the final report and invoice from the State Auditors for \$2,312.11. Two issues were noted: (1) publication of the annual report and (2) the cash balance. Both issues are with the Finance Department.

### **B. FAMILY ADVISORY**

Sharon Tahajod thanked all the Family Advisory Committee members, Jayme McCourt and Kellie Reed. The Family Advisory Committee presented a Resource Council meeting in October. Everything went very well. Sharon thanked everyone who attended or contributed. We did not have a meeting in October. We will be discussing the Strategic Plan at the meeting today.

Pat Robertson thanked everyone for the contributions to the Eleemosynary Project. Jayme McCourt will issue thank you/receipt letters in a few weeks. Thanks to Michelle LaMar and the Community Services Center were able to provide 30 items on the list. Pat will provide a report at the January meeting.

### **C. MEMBERSHIP**

Judy Leuthaeuser announced the results of the annual election:

- Brad Williams - Chair
- Mead Wilkins - Chair-Elect
- Debbra Grace - renewal
- Melanie Kasten-Krause - new member
- Kevin Kauffman - new member
- Tonya Martin - new member
- Tim Putka - renewal
- Kris Quallich - renewal
- Kellie Reed- new member

### **D. PUBLIC RELATIONS**

Phillip Titterington announced that the Public Relations Committee went to a quarterly meeting schedule. Our next meeting is in January 2010. We need to see what the Strategic Plan brings us in order to proceed accordingly.

### **E. PLANNING COMMITTEE**

Nick Solar thanked Jayme McCourt for providing the flip charts. The committee discussed the Family and Civic Engagement and the Strategic Plan.

i. **SUBCOMMITTEES**

a. **WELLNESS**

Diane Dockrill reported that all is going well and the next meeting is on December 4, 2009.

(i.) **CARETEAMS**

Kris Quallich did not have a report as the committee has not met recently.

b. **SENIOR FOCUS**

Sandy Calvert noted that things continue to move along with Senior Focus. Family First Council is reaching out and including more agencies in the county through Senior Focus. Sandy is looking at grant opportunities with the HANDS Foundation, Faith in Action and the Housing Authority. The Senior Summit is December 14, 2009 at 9:30 a.m. at the University of Akron at Medina. RSVP to Jayme McCourt if you would like to attend. A copy of the Senior Focus report is attached to the original minutes.

Debbie Kubena-Yatsko spoke about the housing portion of the senior recommendations. Medina County Housing Network is working on developing a program that would coordinate vendors to work on senior citizens homes, so seniors can stay in their homes longer. We will be meeting on the December 3, 2009. The Medina County Housing Network will be working with cities and townships on zoning issues.

c. **YOUTH ADVISORY CONSORTIUM**

Carol Andregg reported that Medina Hospital, a Cleveland Clinic Hospital, is the only hospital in Medina County that delivers babies.

ii. **AD HOC COMMITTEES**

a. **MID-ICAT**

Christine Ruf and the Mid-ICAT group had their second case. It was a very successful meeting with the mom, dad and a 27-year-old. The process is doing what was anticipated when establishing the model. If you would like to refer someone, please contact Chris Ruf.

6. **UNFINISHED BUSINESS**

- A. Sharon Tahajod announced that Council has one opening for a Family Representative. If you know anyone that may be interested, please contact Sharon.

7. **NEW BUSINESS**

- A. Nick Solar extended warm wishes and thanks to Jan Gordon as she is retiring from the OSU Extension.  
B. This is Nick Solar's last meeting as Chair. Nick thanked Brad Williams as he was a wonderful support person and a pleasure to work with. Nick passed the book of "Roberts Rules of Order" to Brad as Lynne Castele passed it to him on taking over as Chair.  
C. Christine Ruf presented a plaque to Nick Solar in gratitude for his year of service as Chair of Council. Chris also gave Nick a framed Wizard of Oz and Flying Monkey photo to remember his term as Chair.

8. **PUBLIC COMMENTS**

- A. Nick Solar – As we go into the holiday season, try to remember the charities. Please give to the red kettles you see out there. Nick also sent congratulations to the Medina Girls Soccer Team for winning the recent state championship. Nick also thanked all the members of Council and staff.  
B. Judy Leuthaeuser – There are many free programs at the libraries for the holidays.  
C. Dee Pendlebury – The Ohio Department of Youth Services redistricted the department and this is her last meeting with Medina's Council. There will be a new person from DYS in January of 2010.  
D. Michelle LaMar – The Community Services Center provided Thanksgiving dinners to approximately 100 families. 175 families were adopted out by other individuals or agencies. The Christmas distribution will be in December.  
E. Jan Gordon – It has been an honor to have been part of Family First Council.  
F. Diane DePasquale-Hagerty – It has been a pleasure to serve as a part of Council for the past 6 years.  
G. Sharon Tahajod – She is at this meeting alone as her daughter is now in preschool.

- H. Julie King – The United Way is wrapping up their campaign and there are pledge cards at the sign-in table. Our goal is to get 3,500 new donors by December 31, 2009.
- I. Randy Stepp – Medina City Schools are sponsoring a day with the Salvation Army by providing their staff as bell ringers. The schools are also donating to the United Way and “Giving Back”. Some bus drivers are being laid off on January 1, 2010. The letters to the editor may not always have accurate information. The boosters are doing fund raisers to help pay the fees for pay-to-participate.
- J. Carol Andregg – Someone is setting up a 501(c)3 for pay-to-participate fees for Medina City Schools students. This is another way to lessen the problems of the levy failure.
- K. Bonnie Sander from the Marriage Coalition – A flyer is attached to the original minutes.

**9. ADJOURNMENT**

Mike Jenks made a motion to adjourn. Carol Andregg seconded. The motion passed. The meeting adjourned at 10:20 a.m.

Respectfully submitted by,  
Jayme McCourt