

**Medina County Family First Council  
Planning Committee Meeting  
February 23, 2010**

**Attending:** Kim Croftcheck, Diane Dockrill, Debbra Grace, Julie King, Judy Leuthaeuser, Jan Manes, Debra Radecky, Christine Ruf, Nick Solar, Sharon Tahajod, Phillip Titterington, and Brad Williams

**1. Welcome**

Brad Williams welcomed everyone and called the meeting to order at 8:05 a.m.

**2. Strategic Plan**

The Council office received Dale Fortner's comments on the Strategic Plan. A copy is attached to the original minutes. Diane Dockrill made a motion to accept the integration of Dale's comments into the plan by Chris Ruf and/or Jayme McCourt and produce a final document. Debra Radecky seconded. Discussion on the motion: Brad Williams should review the final, forward the document to Planning, then to full Council. The motion passed.

**3. Service Coordination**

Chris Ruf distributed the revised Service Coordination Plan. A copy is attached to the original minutes. The Ohio Revised Code's term is "Service Coordination". The revision is out for review to the clinical ICAT team and to the Family Advisory Committee. Chris Ruf and Amy Perrine went to a two-day training for facilitators. We are trying to get Tier 1 and Tier 2 up and running now, then look at family resolution dispute as we get further into the process. Historically there has been only one major dispute over the last six years. We now have to have the process in writing in place. The plan uses Amy Perrine as a social worker to interview the family. We need to look at the issues before it gets to the process. We need to look at formal and natural supports while in the system so those supports can be in place when out of the ICAT process. This issue will be revisited next month.

**4. Ohio Children's Trust Fund**

a. Chris Ruf distributed a copy of the January 29, 2010 report submitted to the state office of the OCTF (copy attached to the original minutes). This is a six-month report of the families and children served by the current grantees.

b. In the past years the procedure was that Council applies for the grant, received the approval from the state office of OCTF, applications were distributed, proposals were reviewed and funding was granted.

c. This year, the timeline of the process is:

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|---------------------------|---|
| ▪ February 8, 2010        | Application information received at FFC office  |
| ▪ February 9 and 10, 2010 | Application edited to reflect "Medina County" wording and dates/times                                     |
| ▪ February 11, 2010       | Announcement appeared in the Medina County Gazette legal section and announcement emailed to full Council |
| ▪ February 12, 2010       | Applications available for pick up or email from the FFC Office   |
| ▪ March 4, 2010           | Applications due at FFC office by 4:00 p.m.   |
| ▪ March 5, 2010           | Applications available for reviewers at 10:30 a.m.  |
| ▪ March 10, 2010          | Reviewers meet to score and discuss the applications at 8:30 a.m.   |
| ▪ March 16, 2010          | Recommendations for funding to be discussed at Administrative Committee meeting                           |
| ▪ March 23, 2010          | If approved at Administrative Committee meeting, then Action Item for full Council                        |
| ▪ March 23, 2010          | After Council meeting, notify applicants of Council's approval or denial                                  |
| ▪ April 1, 2010           | Submit Medina County's application to state office of OCTF by 5:00 p.m.                                   |

Chris Jakab advised to carry out an application procedure, not an RFP process. Christine Ruf is requesting an individual from the Administrative or Planning Committee to sit in on the review process. That person would facilitate the meeting and record the scores. Phillip Titterington agreed to serve as facilitator at the Wellness Review meeting.

**5. E-mail Survey**

Julie King announced that a survey was emailed to Council members on February 22, 2010. This was part of the Strategic Plan, Program Goal 4. Survey Monkey was used to distribute the seven-question survey.

**6. Adjourn**

Julie King made a motion to adjourn. Phillip Titterington seconded. The meeting adjourned at 8:45 a.m.

Respectfully submitted by,  
Jayme McCourt