

**Medina County Family First Council
Planning Committee Meeting
Human Services Building, Room A
February 21, 2007
8:30 a.m.**

Members Present: Lynne Castele, Vincent DeGeorge, Diane Dockrill, Joyce Giles, Michael Jenks, Debbie Kubena-Yatsko, Debra Radecky, Chris Ruf, Nick Solar, Sharon Tahajod, and Mead Wilkins

Chairperson: Debbie Kubena-Yatsko

- I. Debbie Kubena-Yatsko distributed an agenda, the Final Draft of the Strategic Plan, and page 8 and page 11 of the Family First Council Bylaws. (Copies attached to original minutes.)
- II. Debbie reviewed the responsibilities of this committee in relationship to the bylaws and to the strategic plan. Meeting dates were agreed upon of the 3rd Wednesday, every other month at 8:30 a.m. in the Human Services Building Room A. If needed on a more frequent basis, a meeting will be called.
- III. Strategic Plan discussion included:
 1. Application of Medina's PfS tool to planning grants.
 2. Ensure all RFP's include language that indicates collaborative efforts and fiscal coordination should be considered.
 3. Integrate contributions from business/industry with other FFC resources.
 4. MCAT - retreat review utilization data, develop strategies to reduce over utilization and improve coordination in MCAT population.
 5. Continuous data review.
 6. Work with the Public Relations Committee to examine the possibility of establishing a recognizable image in the community.

Highlights of the discussion on the PfS process included:

- Look at targeted areas, issues and impact
- Facilitate or manage the process?
- Change the way you do business by bettering it with PfS
- Define why PfS is so important
- The complexity of PfS
- Training and education of PfS
- Identify gaps in services
- Positive impact with PfS
- Outcome based, data driven program
- Testimonials on the benefits of PfS
- How the strategic plan relates to PfS and vice versa
- County wide implementation
- Ongoing assistance and training
- MCAT participation
- PfS as a brand
- Future state monies allocated if using PfS
- Grantees using PfS process for grant money
- Research and gather data
- Logic process and issues

IV. HB 289

Vince DeGeorge will be in Columbus on Thursday and Friday, February 22 and 23, 2007 for a State meeting on House Bill 289. HB 289 will mandate that each county prepare a Strategic Plan. This is an unfunded mandate. PfS is not going away and will be a requirement in order for Family First to receive money from the State. The Access to Better Care (ABC) initiative came out of the State through the PfS process.

- Action item: *The Planning Committee will identify groups in Medina County that may benefit from the PfS process.
 *The Planning Committee will introduce this to the Administrative Committee at the next meeting on March 20, 2007.

V. Mead Wilkins suggested the following for a workshop:

“How to Write a Strategic Plan to Increase Grant Funding and Improve Mission Critical Successes”

1. Kick off breakfast - Sell the process and testimonials.
2. Series of workshops - Teach PfS Light model to all participants, to practice using it, and connect with other groups for mutual support.
3. Follow up Sessions - Technical assistance and grants available, or Family First hire a researcher for data collection and literature reviews for participating groups.

12 months after first workshop, a session to report like concerns and suggestions of PfS light model. Participants could include non-profit board members, wellness grantees, and government managers.

A motion was made by Debra Radecky to adjourn. The motion was seconded by Lynn Castele. The meeting adjourned at 10:00 a.m.

Meeting Dates:

Date: **April 18, 2007, June 20, 2007, August 15, 2007, October 17, 2007, December 19, 2007**
Time: **8:30 a.m.**
Place: **Human Services Building, Room A**

Respectfully submitted by
Jayme McCourt