

**Medina County Family First Council
Planning Committee Meeting
June 20, 2007 – 8:30 a.m.
Human Services Building, Room A**

Members Present: Lynne Castele, Vincent DeGeorge, Joyce Giles, Debbie Kubena-Yatsko, Suzanne LeSure, Chris Ruf and Nick Solar.

Chairperson: Debbie Kubena-Yatsko

I. & II. Welcome and Minutes – Debbie Kubena-Yatsko

Debbie Kubena-Yatsko welcomed everyone and distributed the minutes from April 18, 2007 (copy attached to original minutes). Lynne Castele made a motion to approval the minutes. Joyce Giles seconded. The motion passed.

III. Strategic Plan

A. Revised PfS Tool – Vincent DeGeorge

To date, no progress has been made. Hopefully when we get closer to the date, things will be finalized. Forms need to be more appropriate. Vince will not be at the meeting on August 15, 2007. PfS training on October 19, 2007 has been firmed up with the individuals from Columbus.

B. RFP Process – Vincent DeGeorge

Family First Council submitted a grant to Job and Family Services for \$300,000 but only received \$200,000. The Wellness Committee looked at requests and the grants will be voted on at the Family First Council meeting on June 26, 2007. Grantees will be advised by July 1, 2007 of the funds allocated. The Children's Trust Fund grants were challenging. The requestors had to rework the "unit of service" for continuity. The reviewers looked at things in grantees programs and then the Wellness Committee gave them technical assistance training. The requestors will resubmit their proposals by June 30, 2007. It was a different process this year as different people reviewed.

The Planning Committee and Family First Council will require any Wellness grantee to attend the PfS training and utilize it in grant requests. Future contracts will state PfS training is mandatory attendance as the committee has the decision on how money is to be distributed. The Ohio Children's Trust Fund grants will be re-reviewed and it will be brought before Council in July.

C. Collaboration with Public Relations Committee – Debbie Kubena-Yatsko

The Public Relations Committee is moving forward with the website. The new logo will be in the fall with the Career Center's assistance.

D. PfS Workshop on October 19, 2007 – Debbie Kubena-Yatsko

1. How should the meeting be structured?
2. Who should be invited?
3. Who should take the lead on bringing the Mid-Cat idea through the process?

Ideas and discussion included:

Planning, implementation, sustainability – PfS training.

The Columbus trainers requested using the CareTeam concept. If we had something else, we would have to propose a targeted impact. Then they can develop a logic model. Easier to learn in smaller groups? Something that pertains to Medina County. They need the information and concept ahead of time.

Training times would be 8:30 to 3:00 with good lighting – lunch – and good AV equipment. Off site location. Do the training, then break into smaller groups to have them do a logic model. Come up with a concept to work on. Targeted impact areas. How to take care of the underserved? How do you think logically – go through the process to see if the need exists.

Purpose of the meeting in October is putting the process together. Need example for topic for training. Do we want them to teach them on a real issue or a simple issue that is totally unrelated? Have them bring an issue. Transportation? Logic model on it? Example needs to be real. Plan a camping trip?

Do not do CareTeams. These are the teams we are putting together – let them come up with something to teach. Apply hands on data to make the leap. Mini needs assessment, resource assessment, touch on it or talk about it what to work with during that stage. How do we identify targeted impacts?

First steps toward identifying the target impacts. What are they? Ages 18-59 reducing the incidence of ER visits (inappropriate visits). Measure on an on-going basis in our county. Have targeted impacts and give each table one each. Healthy community 2010. Create concept for each group.

May not be able to give a targeted impact to a team. Global concepts. Some data is out there on housing – Lynne Castele may have info on this. Look at lifespan not just youth. Data collected including our part of the state.

Just teach the technique. Teach to future Wellness grantees and Children's Trust Fund grantees. Future people to learn the model. What is the most successful way for people to comprehend the process? Trainers have some sense of what is going on.

Work in a group that they are interested in and then work on the model. Let groups decide where they want to be. Collaboration forms.

General training in the morning for anyone in the logic model. Afternoon, let groups form and look at our forms and create a model. A lot of work goes into planning and we need to know who needs to be invited.

Need people to work the room and lead the groups as a facilitator. We have the resources of the people and ask for them to be facilitators. Health, Housing, MCAT, Seniors – You would need those critical people to be at the table. Who is to attend? Who is critical? Network should have key people to decide this. Make sure people in the a.m. are taught then break down to tables.

Numbers wise? 10 people per concept? Multi disciplinary – EMS, law enforcement on MCAT. Team leaders – make sure the players are there. Invite as many people as we can for the a.m. session. Then the work session in p.m. and make people create their own logic model.

Ad in Gazette? Anyone who writes grants, education piece, and anyone who would like to learn the process. Have the trainers pick out training topic. No introduction of forms till the afternoon. Morning is education.

Identify MCAT. 90% of frequent flyers may have cognitive delay and mental health issues. Collaborative effort. Law enforcement and fire – needs assessment with MCAT.

Encourage it at the ADAMH board for collaborative effort. Mike Jenks is trained in PfS. Chairs or co-chairs for MCAT? Mike Jenks and Greg LaForme?

MCAT is drafted. Older adults – Joyce Giles and Sandy Calvert. Housing – Debbie will take back to the network to decide and let that group identify. The group should act on behalf of the existing collaborative. This is not a foreign concept to housing. Physical Health – Kristen Hildreth and Pam Canfield – VP of Nursing of Medina General? Youth Wellness – Diane Dockrill and Debbra Grace? Next step is formal invite to these people and who we want to identify to co-chair the tables. Have to commit to the whole day.

Example of overall schedule – Overall concept – physically healthy communities. Identify target impact areas – global long term goal – target impact – childhood obesity, reduction in smoking, prescription drugs. Then people train in the logic model. Needs assessment, resource development, gap analysis, identify strategy. Based on review of data that is already collected. Look for resources.

Facilitator needs to give the targeted impact and keep the table flowing with discussion. Easier to have the choice made ahead of time. Brainstorm the topics. Facilitator needs to set time. What will the next step when they leave the room? Actually take the information away and work with it.

When you look at facilitators they need to know the PfS process. Need to get three hospitals at the table too. Facilitators needs to know the process and know the topic.

Set time limits – this is the practice – this is not the actual outcome. Facilitator that is trained in the area of expertise and know the PfS process. Can all the facilitators come to a meeting to discuss what we want?

Identify co-chairs for knowledge. They would know the needs assessment. Then have a PfS trained person to move forward. Co-chair and/or chair and a facilitator at each table. We all have a global interest at this issue.

IV. Future Activities

Suzanne LeSure reported that Mrs. Frances Strickland will be part of Family First at the state level. Mrs. Strickland is interested in models that work, but not in big counties. Mrs. Strickland would like to come to a meeting. Maybe meet with the family reps? An official letter of invitation will be issued by Debbie-Kubena Yatsko.

V. HB 289 – Vincent DeGeorge

Vince is completing and submitting a State Capacity Building grant which is due on July 2, 2007.

VI. New Business

None.

VII. Adjournment

Nick Solar made a motion to adjourn, Debbie Kubena-Yatsko seconded. The motion passed. The meeting was adjourned at 10:10 a.m.

VIII. Next meetings

Wednesday, August 15, October 17, December 19, 2007. 8:30 a.m. in the Human Services Building Room A.

Respectfully submitted by,
Jayme McCourt