

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



***MEDINA COUNTY  
FAMILY FIRST COUNCIL  
AGENDA, OCTOBER 23, 2019***

- 1) Call to Order, Welcome and Introductions –Rhonda Wurgler, Chair
- 2) Approval of Council Minutes – September 25, 2019
- 3) Action Items:
  - a.
- 5) **STATE MANDATES**
  - a) Early Intervention –
  - b) Youth Service Coordination –
  - c) Shared Plan –
- 6) Cross Cutting Topic: Stefanie Robinson, OhioGuidestone, Hope Recovery Community and Highland House
- 7) **LOCAL COMMITTEE REPORTS**
  - a) Administrative – 3<sup>rd</sup> Tuesday of the Month – 10:00 a.m. at ADAMH Board Conference Room  
Chair, Phillip Titterington
  - b) Adult Advisory Consortium – 1<sup>st</sup> Monday of the month (every other) – 8:30 a.m. at OOA  
Chair, Debbie Kubena-Yatsko
  - c) Bylaws – as needed  
Chair, Krista Wasowski
  - d) Family Advisory – 4<sup>th</sup> Wednesday of the Month – immediately after Council at Health Dept.  
Chair, Sharon Tahajod

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- e) Membership – as needed  
Chair, Sharon Tahajod
  
- f) Planning – as needed  
Chair, Rhonda Wurgler
  
- g) Public Relations – as needed  
Chair, Debbie Kubena-Yatsko
  
- h) Youth Advisory Consortium – 1<sup>st</sup> Tuesday of the month (every other) – 9 a.m. at the Health Department. Chair, Marcy Fiorella-Batke
  
- i) Trauma Informed Care – 3<sup>rd</sup> Monday of the month – 9 a.m. at the Health Department  
Co-Chairs, Krista Wasowski and Rhonda Wurgler
  
- 8) Public Comments
  
- 9) Adjournment

**Next Meeting: November 27, 9 a.m. at the Medina County Health Department  
Cross Cutting Presenter – Shannon Rine, Director, Medina County Public Transit**



# COUNCIL GOALS

## 2019

1. Family First Council will review and update technology by:
  - a. Seeking to identify purpose and target audience for Family First website.
  - b. Review available options to utilize administrative agent or piggy back on other partner website.
  - c. Identify technology needs, requirements, backup knowledge and planning for future.
  
2. Youth Service Coordination will be better defined, coordinated, or combined to maximize available resources and serve Medina County families.
  
3. Council shall participate in a best-practice Shared Plan development process which includes the use of data and information from the Shared Plan workbook, as required by the State of Ohio.



**MEMBERS PRESENT**

- 1..... Allen, Jeffrey    Alternative Paths
- 2..... Bedel, Julianne    Medina District Library
- 3..... Felton, Jeffery    Medina County Job and Family Services
- 4..... Fiorella-Batke, Marcy    Medina County Board of  
Developmental Disabilities/EI
- 5.    Hazeltine, Jessica ..... Recovery Center of Medina County
- 6.    Kerr, Kristin ..... Head Start/Community Action
- 7.    Kipfstuhl, Michelle ..... Medina County Catholic Charities
- 8.    Koran, William ..... Educational Service Center of Medina County
- 9.    Kubena-Yatsko, Debbie ..... Medina Metro Housing
- 10.    Maleckar, Stacey ..... Medina County Board of Developmental Disabilities
- 11.    Miller, Tony..... Juvenile Court of Medina County
- 12.    Ngozi, Hasani..... Department of Youth Services
- 13.    Quallich, Kristine ..... Medina City Schools
- 14.    Shema, Timothy ..... Domestic Relations Court of Medina County
- 15.    Simon, Betsy ..... Family Representative
- 16.    Tahajod, Sharon ..... Family Representative
- 17.    Titterington, Phillip ..... Medina County ADAMH Board
- 18.    Wasowski, Krista..... Medina County Health Department
- 19.    Wurgler, Rhonda ..... Children’s Center of Medina County - Chair

**GUESTS PRESENT**

- 1.    Hlasko, Bob..... Medina County ESC
- 2.    Laribee, Lauri ..... Bellefaire
- 3.    Sass, Kate..... Battered Women’s Shelter, Rape Crisis Center

**STAFF PRESENT**

- 1.    Mainzer, Lydia ..... Council Coordinator

**1.    Call to Order, Welcome and Introductions – Rhonda Wurgler, Council Chair**

The meeting was called to order at 9:09 a.m. by Ms. Rhonda Wurgler, Chair.

**2.    Approve Council Minutes from August 28, 2019**

Mr. William Koran made a motion to approve the minutes; Ms. Kristine Quallich seconded. The motion passed and the August Council Minutes were approved.

**3.    Finance Report**

The finance reports, assembled by the County Finance Department, were discussed in the last Admin Meeting. Reports were additionally reviewed by the Council.

**4.    STATE MANDATES**

**a)    Early Intervention, Marcy Fiorella-Batke, EI Program Coordinator**

The August EI Report was submitted and explained to the Council by Ms. Marcy Fiorella-Batke.

**b)    Youth Service Coordination, Jeannie Bunch, Service Coordinator**

Ms. Jeannie Bunch started her role as Youth Service Coordinator in June. She reported that ICAT cases had increased from four to 14. There are two additional cases she is working on.

**c)    Shared Plan, Rhonda Wurgler, Chair**

There is one more document that is being completed, just waiting on baseline number data to include. Ms. Krista Wasowski will be submitting it to the state upon completion.

5. **Cross Cutting Topic – Human Services Levy, Mr. Phillip Titterington and Mr. Jeff Felton**

Mr. Phillip Titterington and Mr. Jeff Felton presented on the Human Services Levy, Issue 11, which will be on the November 5<sup>th</sup> ballot. The \$1.0 Mill Levy will help fund three agencies: Office for Older Adults, Job and Family Services, and the ADAMH Board. Statistics and data were presented from the past decade. They both mentioned how the county is working with the same amount of staff and funds while the need for services are increasing. They are in the middle of a phone bank and there are plenty of opportunities to volunteer and help spread the word. The fundraiser, Support 11 on the 11<sup>th</sup>, is October 11<sup>th</sup>, 4:30-7:30 p.m., at the Fraternal Order of Eagles in Medina. Tickets are \$25. For more information, visit Citizens for Human Services-Medina County on Facebook.

6. **LOCAL COMMITTEE REPORTS**

a) **Administrative, Phillip Titterington, Chair**

- Ms. Lydia Mainzer is working on transitioning and training for the FFC Council Coordinator position.
- Ms. Krista Wasowski is helping figure out new IT specs for the FFC Coordinator at the Health Department.
- Admin is working on items needed for FFC Coordinator's Resolution with the County Commissioner's and County Finance Department.

b) **Adult Advisory Consortium, Debbie Kubena-Yatsko Chair**

The next meeting is November 4<sup>th</sup> at 8:30 a.m. at the Office for Older Adults.

c) **Bylaws, Krista Wasowski, Chair**

N/A

d) **Family Advisory, Sharon Tahajod, Chair**

The committee is meeting after Full Council today. They will have a report on the special needs fund for the October meeting.

e) **Membership, Sharon Tahajod, Chair**

- Membership applications are formally due October 4<sup>th</sup>, but will be accepted until October 12<sup>th</sup>. Applications will be added to the website and everyone is encouraged to share the applications with people they think would be interested.
- It was shared that Mr. Mark Baggs had resigned, Ms. Melanie Kasten-Krause cannot make Wednesday meetings due to work conflicts and will not be renewing her membership, and Ms. Cheryl Parzych will not be renewing her membership.

f) **Planning, Rhonda Wurgler, Chair**

- Planning discussed the need for a comment suggestion on the next survey. Numbers do not tell a lot, and the committee believes they will be better able to interpret results with additional information from comments. The Shared Plan is on target for submission. There are five months' worth of cross cutting topics planned for upcoming Council meetings.
- There will be no meeting in October.

g) **Public Relations, Debbie Kubena-Yatsko, Chair**

- No meeting
- Ms. Krista Wasowski inquired about the Outreach Money for EI from the State. Ms. Marcy Fiorella-Batke submitted the report to the State back in July. Ms. Lydia Mainzer and Ms. Marcy Fiorella-Batke will eventually receive an email regarding funds, but as of Monday, September 23<sup>rd</sup>, there was no update.

h) **Youth Advisory Consortium, Marcy Fiorella-Batke, Chair**

The next meeting is October 1<sup>st</sup> at 9 a.m. at the Health Department.

i) **Trauma Informed Care, Rhonda Wurgler and Krista Wasowski Co-Chairs**

- There are three videos scheduled for filming for the Video Series. The goal is to provide basic, informational content that the public can have access to.
- The next meeting will be on October 24th at 9 a.m. at the Health Department.

**7. Public Comments**

Ms. Lydia Mainzer introduced herself as the new Council Coordinator and shared that she is housed in the Medina County Health Department. If you need to reach her, her email is [coordinator@familyfirstmedina.org](mailto:coordinator@familyfirstmedina.org) and her office phone number is 330-723-9688, Ext. 663.

**8. Adjournment**

Mr. Tony Miller made a motion to adjourn the meeting; Mr. Jeff Felton seconded. The motion was passed and the meeting was adjourned at 10:24 a.m.

Meeting minutes submitted by: Ms. Lydia Mainzer

## EARLY INTERVENTION FY 2019-2020 SUMMARY TOTAL SERVED



	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	TOTAL
<b>Number of referrals</b>	25	27	31	0	0	0	0	0	0	0	0	0	83
<b>Number of evaluations completed</b>	22	23	19	0	0	0	0	0	0	0	0	0	64
<b>Number of children eligible</b>	15	19	13	0	0	0	0	0	0	0	0	0	47
<b>Number of families accepting service</b>	14	19	19	0	0	0	0	0	0	0	0	0	52
<b>Number of children exiting</b>	33	34	34	0	0	0	0	0	0	0	0	0	101
<b>Number of children Part B eligible</b>	8	14	6	0	0	0	0	0	0	0	0	0	28
<b>Complaint/ Due Process</b>	0	0	0										
<b>SC Caseload #</b>	253	265	261										

**Comments:**

Referrals have been steady. New county child outreach funding (\$13,266) will be coming to fiscal agency in the near future. According to DODD Regional Consultant, efforts will be directed towards JFS. Additional funding for NAS and elevated lead levels (\$41,301) also to forthcoming.

Report Submitted by: Marcy Fiorella Batke, MS, CCC/SLP  
 Early Intervention Coordinator / Contract  
 Manager

# **ADMINISTRATIVE COMMITTEE of Medina County Family First Council Meeting**

**Date:** September 17, 2019

**Time:** 10:00 a.m.

**Chair:** Phillip Titterington

## **In Attendance**

- Phillip Titterington, Jeff Felton, Jeff Allen, Sharon Tahajod, Rhonda Wurgler, and Lydia Mainzer.

## **Approval of Minutes**

- August 20, 2019 meeting minutes were presented. Ms. Sharon Tahajod motioned to approve the minutes, Mr. Jeff Felton seconded. Motion passed and minutes were approved.

## **FFC Executive Director Follow-Up**

- Ms. Sharon Tahajod commented that Ms. Lydia Mainzer's FFC Orientation was complete and that she would be working on completing the next phases of training. Phase Three would include setting up meetings with different Medina County Agencies.
- Ms. Rhonda Wurgler would be signing off on Ms. Lydia Mainzer's timesheets.
- Mr. Jeff Felton mentioned that there are still FFC boxes located at JFS. In addition, this is where FFC mail is also being sent.

## **FFC Public Records Retention Policy**

- FFC doesn't have a records retention policy. Problems occurring as files need sorted.
- Discussion took place regarding the different retention policies for different agencies. I.e. EI records located at DD, Service Coordination records located at the Health Department, ICAT retention is three years, and Finance records at the Finance Office and State (kept for 4-5 years.)
- Ms. Lydia Mainzer will work on reaching out to other counties about their Records Retention policies.

## **Admin Updates**

- Ms. Rhonda Wurgler stated that everything seemed to be taken care of regarding the FCSC service tracking grid.
- Ms. Rhonda Wurgler believed that Ms. Krista Wasowski has taken care of and re-submitted the SY '17-19 approval updates from the last council meeting.



## **Armstrong Contract and Bill**

- Ms. Rhonda Wurgler presented the 3-year contract FFC currently has with Armstrong. Discussion was held regarding whether the contract should be terminated now, or if FFC should just keep paying the bill. There are nearly two years left (around 20 remaining payments) with the contract. Conversations were held on potentially moving wireless around and FFC's different options. It was ultimately decided that FFC would continue to make Armstrong payments.

## **IT Discussion**

- Ms. Rhonda Wurgler presented the idea of purchasing a laptop for Ms. Lydia Mainzer that would allow her to upload documents to the cloud. Ms. Krista Wasowski mentioned she could have the Health Department's IT guy look into options.
- Ms. Rhonda Wurgler presented FFC IT expenses. FFC has no credit card, FFC's IT guy, Steven puts expenses on his personal credit card and then bills FFC. Discussion was held concerning bundling services and a few questions needed Steven's input.

## **Miscellaneous Items**

- Ms. Sharon Tahajod mentioned she was looking for recommendations on the next Membership Chair-elect. Mr. Phillip Titterington said don't be overly concerned with a member's tenure because they can be taught the position. Mr. Jeff Felton commented on asking Mr. Tony Miller who his preference would be and going from there.
- Ms. Lydia Mainzer would be sending out a reminder for the September Council meeting.

## **Action Items for Council**

- Mr. Jeff Felton and Mr. Phillip Titterington will be speaking at the next Council meeting about the Human Services Levy.

## **Next Meeting**

October 15, 2019 at 10:00am, ADAMH Board Conference Room.

## **Adjourn**

Ms. Rhonda Wurgler made a motion to adjourn the meeting, Ms. Sharon Tahajod seconded. Motion passed and meeting was adjourned at 10:52 a.m.

# YOUTH ADVISORY CONSORTIUM



## Minutes August 6, 2019

**Present:** Marcy Fiorella Batke, Nina Bates, Kaitlin Hannum, Melissa Romain, Michelle DeCoster, Michelle Fusillo, Melissa Hall, Cheryl Ackerman, Mary Lee, Lisa Strebler, Brenda Baer, Laura Pixton

Meeting Began: 9:05 am

**a. Welcome and Introductions**

**b. Approval of June 4, 2019 Meeting Minutes**

- Motion to approve the minutes was made by Lisa Strebler, seconded by Mary Lee. Marcy Fiorella Batke, Brenda Baer, Michelle DeCoster, Cheryl Auckerman, Kaitlin Hannum, Melissa Roman and Michele Fusillo abstained.

**c. Family Advisory Committee Update**

- No updates.

**d. Presentation**

- None scheduled.

**e. Updates**

**WIC**

- Farmer's Market will be held August 9<sup>th</sup>.
- Updated income guidelines started July 1<sup>st</sup>.
- Lisa Strebler reminded the committee to spread the word about the free newborn service (for the first three months of the newborns life) through the health department. She will email the referral form.

**Youth Service Coordination**

- Two children currently on caseload.
- Jeannie Bunch is coordinating ICAT Meetings are held on Tuesday mornings.
- Referrals are made to Youth Service Coordination when two systems are involved; ICAT when there are three.
- The committee will consult with council as to whether Youth Service Coordination should be present at YAC meetings. If so, we may need to change the day YAC meetings are held.

### **Early Intervention**

- Kudos to the EI Service Coordinators for picking up the extra workload.
- The vacant Service Coordinator position will not be filled.
- There is an increase in foster care referrals.
- The state came out with a new ruling that referrals can be made for a child that is diagnosed with a developmental disability while in utero.

### **Early Head Start/Head Start**

- It is currently open enrollment period.
- Sept. 3<sup>rd</sup> – first day of school
- New staff have been hired for classrooms.
- No transportation in Medina and Wayne County.

### **Trauma Informed Care**

- No report.

### **f. Public Comments**

- Laura Pixton - Parent Child Plus/Live Inspired – looking for new families with two year olds.
- Marcy asked about a presenter for the October YAC meeting. Lisa Strebler will try to get someone to speak about Children with Medical Handicaps.

### **g. Adjournment**

Motion to adjourn the meeting was made by Melissa Romain, seconded by Brenda Baer at 10:10 am.

### **h. Next Meeting**

- Tuesday, October 1<sup>st</sup> at 9:00 am at the Health Department.



Family Advisory Committee

Meeting Minutes – June 25, 2019

Medina County Health Department

Present: Amy Benza, Cathy Regino, Betsy Simon, Sharon Tahajod

1. Cathy suggested looking into using gift cards for parent representatives instead of stipends by check. Sharon will follow up with Linda in the finance dept in the fall.
2. Sharon explained that she will be setting up a feedback mechanism for families using the Living Well Medina County community communications tool (in the fall). She will be asking the committee for input at that time.
3. There will be no FAC meetings in the summer as Sharon will be unavailable.
4. The next meeting will be September 25, at the Health Department at @11:00.

Respectfully submitted by

Sharon Tahajod, Family Advisory Committee Chair