

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, JUNE 23, 2021

- 1) Call to Order, Welcome and Introductions –
- 2) Approval of Council Minutes – May 26, 2021
- 3) Executive Session - Personnel
- 4) Action Item
 - a. “Proposed: Recommendation to approve FFC’s FY’22 Admin Budget.”
- 5) Cross-Cutting Topic: Debbie Kiley, Director, Medina County Job and Family Services
- 3) **STATE MANDATES**
 - a) Early Intervention –
 - b) Youth Service Coordination –
- 4) **LOCAL COMMITTEE REPORTS**
 - a) Administrative – 3rd Tuesday of the Month – 10:00 a.m.
Chair, Phillip Titterington
 - b) Adult Advisory Consortium – 1st Monday of the month (every other) – 9:00 a.m.
Chair, Debbie Kubena-Yatsko
 - c) Bylaws – as needed
Chair, Krista Wasowski
 - d) Family Advisory – 4th Wednesday of the Month – immediately after Council
Chair, Sharon Tahajod
 - e) Membership – as needed
Chair, Sharon Tahajod
 - f) Planning – as needed
Chair, Kristin Kerr
 - g) Public Relations – 1st Wednesday of the Month – 3:00 p.m.
Chair, Debbie Kubena-Yatsko
 - h) Youth Advisory Consortium – 1st Tuesday of the month (every other) – 9:00 a.m.
Chair, Melissa Romain
 - i) Trauma Informed Care – 3rd Monday of the month – 9:00 a.m.
- 5) Public Comments
- 6) Adjournment

Next Meeting: August 25th, 2021 at 9 a.m.



COUNCIL GOALS

2021

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.



MEDINA COUNTY FAMILY FIRST COUNCIL

REMOTE MINUTES OF MAY 26, 2021

MEMBERS PRESENT

1.	Allen, Jeff	Alternative Paths
2.	Benza, Amy	Cornerstone Psychological Services
3.	Feyervari, Anamaria	Hope and Healing
4.	Fiorella-Batke, Marcy	Medina County Board of Developmental Disabilities/EI
5.	Hambley, Steve	Medina County Commissioners
6.	Hlasko, Robert	Medina County Educational Services Center
7.	Kerr, Kristin	Community Action Wayne/Medina, Chair
8.	Kiley, Debbie	Medina County JFS
9.	Kipfstuhl, Michelle	Medina County Catholic Charities
10.	Larabee, Lauri	Bellefaire JCB
11.	Mattey, Christy	Family Representative
12.	Miller, Tony	Juvenile Court, Past Chair
13.	Montgomery, Eric	Department of Youth Services
14.	Muniak, Suzie	Medina County District Library
15.	Quallich, Kristine	Medina City Schools
16.	Romain, Melissa	Ohio Guidestone
17.	Simon, Betsy	Family Representative
18.	Tahajod, Sharon	Family Representative
19.	Titterington, Phillip	Medina County ADAMH Board
20.	Toth, Laura	Medina County Office for Older Adults
21.	Wasowski, Krista	Medina County Health Department
22.	Wharton, Shelly	SHC/The Arc

GUESTS PRESENT

1.	Finch, Patti	Parent Advocacy Connection
2.	Hoffert-Leja, Kristen	Medina County ADAMH Board
3.	Manousogiannakis, Eleni	Medina County Health Center

STAFF PRESENT

1.	Mainzer, Lydia	Council Coordinator
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1. Call to Order, Welcome and Introductions – Kristin Kerr, Council Chair

The meeting was called to order at 9:01 a.m. by Ms. Kristin Kerr, Chair.

2. Approve Council Minutes from April 28, 2021

Mr. Phillip Titterington made a motion to approve the minutes; Ms. Lauri Larabee seconded. The motion passed and the April Council Minutes were approved.

3. Action Items:

Proposed: Recommendation to approve FY'22 Early Intervention Service Coordination Grant Agreement.

Discussion: Ms. Lydia Mainzer shared with Council that this document required the Commissioners' signature. She also shared that this agreement will be turned in on June 4th with the other FY'22 EI Grant paperwork, including the FY'22 EI Contracts.

Motion: Kristine Quallich

2nd: Tony Miller

Passed

Abstentions: Marcy Fiorella-Batke, Michelle Kipfstuhl, Betsy Simon, Krista Wasowski

Discussion: Ms. Lydia Mainzer shared a FY'22 EI Grant update with Full Council. She shared that the deadline for submitting the FY'22 paperwork was June 4th, 2021. All three contracts had been reviewed by the contract managers and the Prosecutor. The last steps include collecting FFC Chair, Kristin Kerr's signature, the Commissioners' signature, and the contract managers' signatures.

Proposed: Recommendation to approve Catholic Charities' FY'22 EI Contract.

Motion: Kristine Quallich 2nd: Robert Hlasko **Passed**
Abstentions: Marcy Fiorella-Batke, Michelle Kipfstuhl, Betsy Simon

Proposed: Recommendation to approve Medina County Board of Developmental Disabilities FY'22 EI Contract.

Motion: Kristine Quallich 2nd: Robert Hlasko **Passed**
Abstentions: Marcy Fiorella-Batke, Michelle Kipfstuhl, Christy Matthey, Betsy Simon

Proposed: Recommendation to approve Medina County Health Department's FY'22 EI Contract.

Motion: Robert Hlasko 2nd: Kristine Quallich **Passed**
Abstentions: Marcy Fiorella-Batke, Michelle Kipfstuhl, Betsy Simon, Krista Wasowski

4. **Cross-Cutting Topic**

Health Center Executive Director, Eleni Manousogiannakis, gave a presentation to Council. She discussed the Health Center's two locations, Medina and Wadsworth, and the variety of medical and dental services. Ms. Eleni Manousogiannakis would forward her PowerPoint presentation to Council for anyone looking to make referrals.

4. **Financial Report**

The latest Financial Reports from the Medina County Finance Department were included in the FFC Packet.

5. **STATE MANDATES**

a) **Early Intervention**

Ms. Marcy Fiorella-Batke went over the updated April EI Report. She also shared updates from the most recent meeting with EI Regional Consultant, Ms. Karen Kincaid, including updates on State Technical Assistance Plan the State is working on.

b) **Youth Service Coordination, Chelsea Bartels, Service Coordinator**

Ms. Lydia Mainzer shared a Youth Service Coordination and a Medina County MSY Funding update.

c) **Chair Update, Kristin Kerr**

Ms. Kristin Kerr provided an update on the local EI Audit. Admin had discussed the audit. Then, Ms. Lydia Mainzer, Ms. Lauri Larabee, Ms. Kristin Kerr, and Ms. Amy Lyon-Galvin had a working meeting to review audit documentation, including Medina County Commissioner resolutions and FFC bylaws. Admin also discussed request for proposals and the Ohio Revised Code.

6. **LOCAL COMMITTEE REPORTS**

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

Mr. Phillip Titterington shared that Admin met remotely in May to discuss FY'22 EI contracts, the EI audit, FFC's action items, and FFC's financial reports.

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

Next meeting: Monday, July 12th, at 9 a.m.

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

N/A

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

Ms. Sharon Tahajod shared that FFC will be looking for additional Family Reps. If you know of someone who would meet the criteria, please send her an email.

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

Ms. Sharon Tahajod shared that the new member recruitment process for next year will occur in August or September. If you know of someone who may be interested in FFC, please send her an email. Additionally, if anyone is interested in serving as Membership Chair, please reach out.

f) **Planning, Kristin Kerr, Chair**

N/A

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

Ms. Lydia Mainzer shared that the PR Committee is continuing to execute their outreach activities and spend their EI Outreach funds. Next meeting: Wednesday, June 2nd at 3 p.m.

h) **Youth Advisory Consortium**

Next meeting: Tuesday, June 1st at 9 a.m.

i) **Trauma Informed Care**

Ms. Krista Wasowski shared that TIC will have brief monthly meetings and that the video project is restarting. Next meeting: Monday, June 21st at 9 a.m.

7. **Public Comments**

- Next FFC Meeting: June 23rd at 9 a.m.

8. **Adjournment**

Ms. Melissa Romain made a motion to adjourn the meeting; Ms. Lauri Larabee seconded. The motion was passed and the meeting was adjourned at 9:44 a.m.

Meeting minutes submitted by: Lydia Mainzer

ADMINISTRATIVE COMMITTEE of Medina County Family First Council Meeting – Virtual

Date: May 18, 2021

Time: 10:01 a.m.

Chair: Phillip Titterington

In Attendance

- Phillip Titterington, Stacey Maleckar, Kristin Kerr, Lauri Larabee, Debbie Kiley, Sharon Tahajod, Krista Wasowski, Tony Miller, and Lydia Mainzer.
- Guests: Amy Lyon-Galvin

Approval of Minutes

- April 20th, 2021, meeting minutes were presented. Mr. Phillip Titterington motioned to approve the minutes, Ms. Kristin Kerr seconded. Mr. Tony Miller abstained. Motion passed, and minutes were approved.

EI State Audit Discussion

- Ms. Lydia Mainzer reviewed Ms. Tatiana Kaybulkina's State EI Audit questions. Ms. Amy Lyon-Galvin was in attendance to provide assistance and response guidance. Admin discussed Ohio Revised Code 121.37 and request-for-proposals, FFC's Bylaws and documented Commissioners' Resolutions, procurement policies, sales tax, and the use of a personal Discover credit card.
- Ms. Amy Lyon-Galvin, Ms. Kristin Kerr, Ms. Lauri Larabee, and Ms. Lydia Mainzer would meet to discuss documentation available through the County and the response strategy. Documents would be forward to the Admin Committee.
- Future: Ms. Lydia Mainzer can work with Ms. Linda Rao-Lemmerman on any other purchase orders, and Ms. Amy Lyon-Galvin would look into FFC being able to use a County procurement card.

EI Report Discussion

- EI Report was included in the Admin Packet. Ms. Marcy Fiorella-Batke, Ms. Karen Kincaid, and Ms. Lydia Mainzer are meeting on May 24th. Meeting summary would be presented at the June Admin Meeting.
- The FY'22 EI Grant Application is due Friday, June 4th. The only remaining tasks involve having the Commissioners' sign the EI Grant Agreement and the three FY'22 EI Contracts. *See Action Items for Council.

Agenda Items Discussion

- FFC Financial Reports were shared in the Admin Packet and reviewed by Admin.
- PR Update: PR Committee is working to spend EI Outreach funds on advertising. Admin confirmed the Finance Department needs a copy of published advertisements. Mr. Phillip Titterington would share a Medina County Transit advertising example with PR.

- FY'22 Grants: Ms. Lydia Mainzer shared the OCBF application was approved, the EI grant application is being finalized, and that the FCSS application has not been released.
- Ms. Lydia Mainzer would be completing a time study for May 2021 and would continue working with Ms. Kristin Kerr to develop an FFC Guidebook and Annual Calendar.
- Admin talked about request-for-proposals and learning more about the different services offered in the community.

Action Items for Council:

- Proposed: Recommendation to approve FY'22 Early Intervention Service Coordination Grant Agreement.
- Proposed: Recommendation to approve Catholic Charities' FY'22 EI Contract.
- Proposed: Recommendation to approve Medina County Board of Developmental Disabilities' FY'22 EI Contract.
- Proposed: Recommendation to approve Medina County Health Department's FY'22 EI Contract.

Next Meeting: Tuesday, June 15th, 2021 at 10 a.m. – Virtual

Adjourn

Ms. Debbie Kiley motioned to adjourn the meeting, Ms. Lauri Larabee seconded. Motion passed, and the meeting was adjourned at 11:04 a.m.



Department of Developmental Disabilities
Division of Policy and Strategic Direction

Mike DeWine, Governor
Jeff Davis, Director

To: Ohio Early Intervention Partners and Stakeholders
From: Kim Hauck, Deputy Director, Division of Policy and Strategic Direction
Date: May 21, 2021
Re: In-person EI activities in home and community settings

During the past year, Ohio's Early Intervention (EI) partners and stakeholders moved quickly to ensure the continuity of services provided through the state's EI system. You worked tirelessly to support families, learned new skills for virtual service delivery, and engaged in creative problem solving. Through your hard work, you continued to provide evaluations, EI services, and increased service coordination to families—positively affecting the developmental trajectory of thousands of children.

On May 12, 2021, Governor Mike DeWine announced that most public health orders would be lifted on June 2. During the past year, the overwhelming majority of EI services have been provided virtually. Since in-person services can now be provided safely in many cases, please use the time leading up to June 2 to determine how your agency will transition to providing services in-person if you have not already done so. As you engage in this planning process, DODD is providing the following guidance:

- If the Individualized Family Service Plan (IFSP) team, which includes the family receiving services, determines that an EI service should be provided in-person, agencies should accommodate this method of service delivery.
- Virtual EI service delivery was an option for service method prior to the pandemic, and it remains a viable option if the IFSP team, which includes the family receiving services, determines that a virtual method is appropriate.
- Some families may not be comfortable with in-person interactions. Therefore, DODD is continuing to allow virtual evaluations consistent with [existing guidance](#) through at least August 31, 2021.
- If a family asks a provider to wear a mask for in-person services, agencies should accommodate this request.
- A family's decision not to receive a COVID-19 vaccination cannot be used to deny EI services.
- Agencies must comply with any relevant state or local public health orders.

- Agencies must have a policy/procedure in place that reflects how the agency will make decisions about service delivery that are consistent and equitable across families and consistent with all relevant EI rules and guidance.

Thank you again for your work this past year to serve children and families. If you have any questions, about the above guidance, please reach out to your EI program consultant.