

344 Muskingum Drive  
Marietta, OH 45750  
www.wcfcfc.org



(740) 376-7081  
FAX (740) 376-7084  
fcfc@suddenlinkmail.com

## Governing Board Meeting Minutes

May 18, 2022

### Attendees:

Beck, Dianna	Marietta/Belpre Health Department
Bohlen, Amanda	Ohio State University Extension
Carson, Kara	Hopewell Health Centers
Davis, Tonya	Building Bridges to Careers
Everson, Daniel	City of Marietta
Farnsworth, Jennifer	Parent Representative
Fordham, Denyse	Parent Representative
Hampton, Will	Marietta City Schools
Hanger, Tammy	Parent Representative
Jackson, John	Washington County Health Department
Rauch, Dawn	Community Action Program of Wash./Morg. Co.'s
Riffe, Brenda	Washington County Board of Developmental Disabilities
Shiple, Rachel	Project Head Start
VanCleave, David	Ohio Department of Youth Services
Vuksic, Jamie	Washington County PCSA
Warner, Heather	GoPacks
Davis, Cindy	FCF Council Director / HMG Contract Manager
Higgins, Jon	FCF Financial Officer / Office Manager

### Absent:

Browne, David	Washington County Behavioral Health Board
Freimann, Flite	Washington County Dept. of Job & Family Services
Greenley, Jeffrey	Belpre City Schools
McFarland, Janice	Life & Purpose Behavioral Health
Ritter, Kevin	Washington County Commissioner

### Guests:

Troy Alford – CareSource  
Douglas Pfeifer – Life & Purpose Behavioral Health

## INTRODUCTIONS

### APPROVAL OF MINUTES

April 20, 2022 Governing Board Meeting Minutes were included in the emailing.

***Will Hampton made the motion to approve the April 20, 2022 minutes as emailed.***

***Daniel Everson seconded the motion.***

***Motion Carried***

### FINANCIAL REPORTS

April Financial Reports were included in the emailing. Jon Higgins passed around the Fiscal Paperwork binder for Council viewing. These reports were included in emailing.

Financial Reports include a Financial Report Summary for All Accounts, Financial Officer Summary and Reports for each account.

The Financial Officer Summary Report is a summary of items that stand out for the month with an explanation and include a summary of any Appropriations and Amended Certificates for the month.

Each report for expenditures includes the budget beginning balance; any changes in that account that would reflect with the resolutions; monthly expenses; year to date expenses; outstanding encumbrances and finally the ending available balance.

Each report for revenue includes beginning balance, any changes in that account that would reflect with amended certificates; monthly revenue; year to date revenue; and anticipated revenue to be received.

Other Fiscal Reports includes a detailed report of all expenses and revenue; copies of amended certificates and resolutions for that month.

***John Jackson made the motion to approve the April financial reports as emailed.***

***Amanda Bohlen seconded the motion.***

***Motion carried.***

### DIRECTOR'S REPORT

The Director's report was included in the emailing. Cindy reviewed points from the Director's report and the following handouts were included in the emailing: Handle with Care State Spring 2022 Map; OhioRISE Definitions and Acronyms; 2022 Put Us on the Map Challenge.

## COMMITTEE / WORKGROUP REPORTS

1. **Finance Committee** – The Finance Committee met May 3, 2022 to discuss the 2023 Tax Budget. The minutes of the meeting were included in the emailing and Brenda Riffe asked for any questions from the minutes. The Finance Committee approved the 2023 Tax Budget that needs to be submitted to the Commissioners.
2. **No other Committees wished to report.**

## OLD BUSINESS

1. **Community Values Survey** – So far there are 293 responses to the survey. Majority of the responses are from education. Cindy's goal is 300 and the survey will be opened until June. Please share if you have not done so yet. Link to survey is: <https://www.surveymonkey.com/r/FCFSurvey2022>.
2. **OhioRISE Updates** – The following handouts were reviewed and discussed: OhioRISE brochure; OhioRISE overview for Community Partners; and How do local Family and Children First Councils fit into OhioRISE? Discussion also ensued around the CANS Assessment Tool.
3. **No other Old Business was discussed.**

## NEW BUSINESS

1. **April OFCF Data and Expense Report** – Report was included in the emailing. The Family-Centered Services and Supports (FCSS) Monthly Report is for youth served with FCSS dollars. Included with this report is a copy of the FCFC Budget Invoice which reflects expenditures for the FCSS funds, Operational Capacity Building Funds and Multi-System Youth Admin. This invoice is included with the FCSS report when submitting monthly.

***Denyse Fordham made the motion to approve the April monthly report as presented.***

***Rachel Shipley seconded the motion***  
***Motion Carried.***

2. **DODD Early Intervention Grant** – Approval is needed for the submission of the SFY23 Early Intervention Service Coordination grant that is due June 3, 2022. This is the grant submitted annually for Early Intervention Service Coordination (Help Me Grow). Funding increased by \$22,976 from SFY22 allocation, but a \$214 reduction after the SFY22 Supplemental Funding allocation mid-year.

***Denyse Fordham made the motion to approve the submission of the Early Intervention Service Coordination grant agreement with DODD.  
Brenda Riffe seconded the motion.  
Motion Carried.***

3. **2023 Tax Budget** – The Finance Committee approved the 2023 Tax Budget that needs to be submitted to the Commissioners. Jon Higgins reviewed highlights from the budget.

***Kara Carson made the motion to approve the 2023 Tax Budget to be submitted to the Washington County Commissioners.  
Rachel Shipley seconded the motion.  
Motion Carried.***

4. **Additional Staff Needs** – Due to an increase in numbers and funding in Early Intervention another Service Coordinator needs to be hired. This would be a part time position due to funding. Another Home Visiting position needs to be hired. Home Visiting numbers have doubled in the last year. There is an expectation that these numbers will only continue to increase with planned outreach. ODH will be offering an Expansion Grant to home visiting providers to cover start up and training costs to hire new staff. These two positions are new positions which would bring FCF to 15 employees.

***Denyse Fordham made the motion to approve the hiring of a full time Help Me Grow Home Visitor.  
Kara Carson seconded the motion.  
Motion Carried.***

***Kara Carson made the motion to approve the hiring of a part time Early Intervention Service Coordinator.  
Brenda Riffe seconded the motion.  
Motion Carried.***

5. **No other new business was discussed.**

## **SHARED PLAN REPORTING BY MEMBERS**

**Douglas Pfeifer** – Trauma-Informed Resilience Schools, Neurosequential Model with Preschoolers, Trauma-Informed Restorative Practices with Fort Frye high school staff.

## INFORMATION SHARING / PUBLIC COMMENT

**Rachel Shipley** – The Office of Head Start has made changes to eligibility for expansion to the Head Start programs; families receiving SNAP are now categorically eligible for Head Start. Summer Feeding program will be available again this summer.

**Doug Pfeifer** – Hiring Crisis Intervention Specialist; Completing NMT Brain Metrics; Doug is communicating with schools on offering a Life Space Crisis Intervention ([lsci.org](http://lsci.org)) training to help people talk with kids in conflict and crisis.

**Amanda Bohlen** - 4-H camp registration deadline is coming up, for applications please contact their office. They are currently working on Grilling Safety; look for updates on their Facebook page.

**Brenda Riffe** – The WCBDD just went through their accreditation with no citations. Congratulations! Ewing School is still operating without a principle and Brenda is still filling this role.

**Will Hampton** – Leaving as Superintendent of Marietta City Schools. Will also updated on the consolidation of schools and end of school year. Thank you for your service to our schools, community, and Council, Will!

**John Jackson** – The Washington County Health Department will have a Rabies Shot Clinic on Saturday, June 11, 2022 from 1:00 – 2:30p.

**Troy Alford - CareSource** – The Southeast Ohio Foodbank will have a Mobile Market on May 27, 2022 at the Washington County Fairgrounds from 10-12p. Pre-Registration is required; you can visit [freshtrak.com](http://freshtrak.com) or Facebook page to register. They also are in need of volunteers. Contact Jennifer Steward at 740-385-6813 or email [jennifer.steward@hapcap.org](mailto:jennifer.steward@hapcap.org)

**Dawn Rauch** – On June 15<sup>th</sup> the Ohio Justice Bus will be coming to Marietta to provide free Legal Services by appointment and walk-ups at 696 Wayne St, Marietta, OH 45750 (WIC Office); more details will be emailed as soon as it is received. If you know of anyone in a housing crisis, please send them to Community Action. Community Action is applying for a competitive grant for Suicide Prevention for Veterans.

**Heather Warner** – GoPacks received a grant to offer the community a poverty simulation training this summer. They have another grant to send students to a Life Skills Camp at Camp Oty'Okwa this summer. They are expanding their pack and go program to the Career Center next school year.

**Daniel Everson** – The Marietta Department of Community Development has developed a draft of a 2022 Action Plan. They are requesting public comment on these drafts through June 5, 2022. For more information, please visit their website.

**Tonya Davis** – Tonya will be retiring at the end of this month. Several summer camps available this summer at BB2C. BB2C will have scholarships available for graduates entering the work force or continuing to college. If anyone would like to be a mentor for the Mentor Program, there will be a training available this summer. BB2C is celebrating their 10-year anniversary and will be having a celebration on August 19, 2022. More details to come.

**Diana Beck** – Working with Hopewell in providing Sex Education. This is a pilot program and will start with the Boy and Girls Club of Marietta. It could potentially grow to the public schools. If you have any questions, please contact Diana or Kara Carson from Hopewell.

## **MEETING ADJOURNED**

**Next meeting:** June 15, 2022 - Council Retreat/Council Meeting - 9:00a – 3:00p Location – Microtel Hotel

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Prepared by:  
Jon Higgins

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Council Chair  
Jamie Vuksic