

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



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

Governing Board Meeting Minutes

September 17, 2025

Attendees:

Bohlen, Amanda	Ohio State University Extension
Farnsworth, Jennifer	Parent Representative
Garrett, Adryanne	Hopewell Health Centers
Hellinger, Craig	Parent Representative
Miller, Kelly	Marietta Belpre Health Department
Neill, Tiffany	Washington County Board of Developmental Disabilities
Mayor Schlicher	City of Marietta
Starcher, Stephanie	Fort Frye Local Schools
Stewart, Alice	Washington County PCSA
VanCleave, David	Ohio Department of Youth Services
Warner, Heather	GoPacks
Warsinsky, Larkin	Southeastern Ohio Counseling Center
Werry, Tasha	Building Bridges to Careers
Davis, Cindy	FCF Council Director / HMG Contract Manager
Higgins, Jon	FCF Financial Officer / Office Manager

Absent:

Freimann, Flite	Washington County Dept. of Job & Family Services
Goddard, George	Washington County Behavioral Health Board
Hermann, David	Parent Representative
Lane, Josh	Washington County Health Department
Lee, Steven	Parent Representative
Rauch, Dawn	Community Action Program of Wash./Morg. Co.'s
Schaeffer, Mary	Marietta City Schools
Schilling, Charlie	Washington County Commissioner
Shipley, Rachel	Project Head Start

Guests:

Jessica Smith –OhioRISE
Katie Enderle - OhioRISE

INTRODUCTIONS

30th Year Anniversary Celebration – Washington County Family and Children First celebrated 30 years on August 3, 2025. Charlie Schilling presented a resolution recognizing the 30th Anniversary at the August 6th Council meeting. A "Pearls of Wisdom" handout was included in the email, and Cindy handed out pearl bracelets to everyone. She also presented a PowerPoint featuring photos from over the years.

APPROVAL OF MINUTES

August 6, 2025 Governing Board Meeting Minutes were included in the emailing.

Kelly Miller made the motion to approve the August 6, 2025 minutes as emailed.

Heather Warner seconded the motion.

Motion Carried

FINANCIAL REPORTS

July and August 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.

Tiffany Neill made the motion to approve the July financial reports as emailed.

Jennifer Farnsworth seconded the motion.

Motion carried.

Craig Hellinger made the motion to approve the August financial reports as emailed.

Kelly Miller 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: Community Resource Fair 2025 Stats, No Wrong Door Partner Luncheon Flyer, Appalachian Stories Flyer, No Wrong Door October Lunch and Learn Flyer, 2025 Family Career Fest Flyer, Washington County 2025 Holiday Resources Guide, C.O.P.E. Poverty Simulation Training Flyer, OVESC Seminar Flyer, Washington County Early Intervention 2025 Family Questionnaire Results, Washington County Early Intervention FY25 Report.

COMMITTEE / WORKGROUP REPORTS

1. **Executive Committee** – The committee met on August 8th to discuss and make a decision on the FY26-27 MSY ODM Grant Agreement. The meeting minutes were included in the emailing. The committee decided to approve the agreement only if ODM accepted the proposed red lines. If ODM did not agree to the changes, the committee resolved not to approve the agreement.
2. **NWD Cross-Systems Training Team** – The team met August 18th and September 15th and the meeting notes were included in the emailing. They discussed previous Lunch and Learns, the Trauma-Informed Customer Service training video that was created, and upcoming events.
3. **Pooled Funds Group** – The group met on August 25th and the meeting minutes were included in the emailing. They met to be updated on the MSY ODM agreement. They also met to sign an amended Pooled Funds Agreement, as the Washington County Behavioral Health Board had contributed an additional \$50,000 to pooled funds.
4. **Finance Committee** – The committee met on September 10th and minutes were included in the emailing. They met to review and approve the 2026 Budget. The committee also met to review and approve the Fraud Risk Policy, which was developed in response to a recommendation from the 2022–2023 Ohio Auditor of State audit. Once approved, the policy will be incorporated into the Council Membership Manual.
5. **No other Committees wished to report.**

OLD BUSINESS

1. **ODM MSY Agreement** – Cindy has not received a response from MSY ODM in regards to the red lines proposed on the MSY ODM Grant Agreement. This agreement was reviewed with the Pooled Funders and the Executive Committee to determine the appropriate course of action and obtain approval. It would only be approved if ODM accepted the changes to the agreement. Cindy also kept the Commissioners updated since they are the signers of the agreement. To date no word has been received and the agreement was not signed.
2. **EISC Grant Agreement** – The FY26 Early Intervention Service Coordination (EISC) grant agreement is to have a proposed amendment sent out. This amendment has still not been received.
3. **No other Old Business was discussed.**

NEW BUSINESS

1. **MOU with MBHD** – This is the FY26 MOU with the Marietta/Belpre Health Department to establish a general working agreement related to the Ohio Buckles Buckeyes (OBB) Child Safety Seat Education and Distribution Program. This MOU is the same as the previous MOU but with new dates.

Tasha Werry made the motion to approve the MOU with Marietta/Belpre Health Department for FY26.

Craig Hellinger seconded the motion.

Motion Carried.

Kelly Miller abstained.

2. **DJFS Contract** – This is the FFY26 Subgrant Agreement with Washington County Department of Job and Family Services to provide Service Coordination / Wraparound program services to families in Washington County. This agreement will be in effect from October 1, 2025 through September 30, 2026. This agreement is the same as last year and allocation is again \$60,000.00

Kelly Miller made the motion to approve the subgrant agreement with Washington County Department of Job and Family Services for FFY26.

Tiffany Neill seconded the motion.

Motion Carried.

Alice Stewart abstained.

3. **DJFS MOU** – This Memorandum of Understanding (MOU) outlines the agreement between the Washington County Public Children Services Agency and Washington County Family and Children First regarding 12% of the SFY26 Multi-System Youth Allocation, which amounts to \$14,397.36.

Stephanie Starcher made the motion to approve the MOU with the PCSA for SFY26.

Tasha Werry seconded the motion.

Motion Carried.

Alice Stewart abstained.

4. **Home Visitor position** – Bethany Brown, Home Visitor resigned her position from the Help Me Grow program. She accepted a position closer to home and she was navigating some challenging family dynamics with families on her caseload. Given the current caseload numbers, the decision has been made not to fill the position at this time.
5. **CY2026 FCF Budget** – The 2026 Washington County Family and Children First budget was included in the emailing and Jon reviewed the budget. The Finance Committee met September 10th reviewed and approved the proposed budget.

The Finance Committee recommended approval of the 2026 budget.

Alice Stewart seconded the motion.

Motion carried.

6. **Chair Resignation** – Rachel Shipley has submitted her resignation as Council President due to personal reasons that will impact her ability to fulfill the responsibilities of the role. In accordance with the Bylaws, the Vice President will assume the role of President. A new Vice President will now need to be nominated, and we are currently seeking a volunteer for the position.
7. **No other new business was discussed.**

SHARED PLAN REPORTING BY MEMBERS

No Shared Plan reporting by members.

INFORMATION SHARING / PUBLIC COMMENT

Heather Warner – GoPacks is currently using a software program that does not meet data privacy issues with the schools, looking for a way to remedy that.

Tiffany Neill – PACE Talks, a Parenting Support Group will be starting September 24th. This is free and available to families who are served by Washington County Board of Developmental Disabilities.

Alice Stewart – Handed out Prevention Program brochures; they have an open position at Children Services.

Craig Hellinger – Craig would like to see services in place for families navigating the Judicial System. The system can be difficult to navigate, and there is a clear need for an advocate or parent support service to help families understand what to expect throughout the judicial process.

Tasha Werry – Family Career Fest is coming up on November 6th and they need businesses to be represented at the fest. If anyone is interested in participating, contact BB2C to sign up. Community Career & Connected Learning Summit will be held Friday, September 26th.

Larkin Warsinsky – Southeastern Ohio Counseling Center is now offering mental health services to Wolf Creek Local Schools.

Hunter Warsinsky – Introduced himself with the Appalachian Ohio Manufacturers' Coalition.

Kelly Miller – The Marietta/Belpre Health Department received a donation from the Kiwanis Club of Marietta for their car seat and bicycle helmet programs. They will be having a Drive-thru flu shot clinic in Belpre on September 27th from 9:00 am to 12:00 pm.

Mayor Josh Schlicher – The City of Marietta received Safe Route to School funds to improve sidewalks around the schools and to be ADA compliant. The City is continually working on improving the sidewalks and streets of Marietta from the Community Development Block Grant.

Adrianne Garret – Hopewell Health Centers celebrated their partnership with Warren Local Schools at a ribbon-cutting ceremony for the Warrior Care Clinic. MRSS is increasing hours of operation up to 8:00 pm.

Jennifer Farnsworth – Harvest of Hope has contracted with Southeastern Ohio Food Bank (and Feeding America) to become a distribution center in the region. Newport Food Pantry is still struggling with the stocking of food. They recently received funding through the Marietta Community Foundation to help with food insecurity.

Stephanie Starcher – Fort Frye Local Schools is hoping to have an on-site health clinic in place next school year.

Jessica Smith – Introduced Katie Enderle as a new supervisor for the OhioRISE program serving Washington County. They are currently serving 103 children in Washington County.

MEETING ADJOURNED

Next meeting: October 15, 2025 @ 1:30 pm, 204 Davis Ave., EOC

Prepared by:
Jon Higgins

Council Chair
Amanda Bohlen