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## Governing Board Meeting Minutes

April 20, 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
Hampton, Will	Marietta City Schools
Hanger, Tammy	Parent Representative
Jackson, John	Washington County Health Department
McFarland, Janice	Life & Purpose Behavioral Health
Ritter, Kevin	Washington County Commissioner
Shipley, Rachel	Project Head Start
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
Fordham, Denyse	Parent Representative
Freimann, Flite	Washington County Dept. of Job & Family Services
Greenley, Jeffrey	Belpre City Schools
Rauch, Dawn	Community Action Program of Wash./Morg. Co.'s
Riffe, Brenda	Washington County Board of Developmental Disabilities
VanCleave, David	Ohio Department of Youth Services

### Guests:

Michelle Knowlton – OhioKAN  
Troy Alford - CareSource

## INTRODUCTIONS

### APPROVAL OF MINUTES

February Governing Board Meeting Minutes were included in the March emailing.

***Daniel Everson made the motion to approve the February minutes as emailed.***

***Kevin Ritter seconded the motion.***

***Motion Carried***

March Governing Board Meeting Minutes were included in the emailing.

***Daniel Everson made the motion to approve the March minutes as emailed.***

***Kara Carson seconded the motion.***

***Motion Carried***

### FINANCIAL REPORTS

February Financial Reports were included in the March emailing and March Financial Reports were included in this 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.

***Janice McFarland made the motion to approve the February financial reports as emailed.***

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

***Motion carried.***

***Kevin Ritter made the motion to approve the March financial reports as emailed.***

***Daniel Everson 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: Washington Count FFY20/SFY21 Annual Performance Report and Determination; OhioRISE Community and Provider Trainings; Washington County Kids Count County Profile; CDC data illuminate youth mental health threats during the COVID-19 pandemic; CPSTF Findings on Mental Health; MSY Activity Stats; OFCF SFY2022 FCSS Semi-Annual Report Summary; Early Intervention Service Coordination Quarterly Report; and FCF Service Coordination/Wraparound Quarterly Report.

## **COMMITTEE / WORKGROUP REPORTS**

1. **Executive Committee** – Minutes included in the emailing. Jamie reviewed points from the minutes.

February OFCF Data and Expense Report was presented at the last Council Meeting and then approved at the Executive Committee meeting.

***The Executive Committee made the recommendation to approve the February OFCF Data and Expense Report.***

***Janice McFarland seconded the motion.***

***Motion Carried.***

Mileage Reimbursement Rate was presented at the last Council Meeting and then approved at the Executive Committee meeting.

***The Executive Committee made the recommendation to approve the mileage rate change to the state rate.***

***Kara Carson seconded the motion.***

***Motion Carried.***

2. **Pooled Funds Group** – Minutes included in the emailing. Jamie reviewed points from the minutes.
3. **Early Childhood Committee** – Minutes included in the emailing. Rachel and Cindy reviewed points from the minutes.
4. **No other Committees wished to report.**

## OLD BUSINESS

1. **Service Coordination Mechanism** – The draft with changes was handed out at the last Council meeting and reviewed. The Community Options Team also reviewed the changes and approved. Approval of change needed to submit to state.

*Kara Carson made the motion to approve the changes to the Service Coordination Mechanism.*

*Daniel Everson seconded the motion.*

*Motion Carried.*

2. **Community Values Survey** – Handout included in the emailing. This is the latest version of the Community Values Survey. With no additional changes Cindy will email the surveymonkey.com link and a hard copy of the survey to Council members. Council members are to share with staff and clients to complete.

3. **No other Old Business was discussed.**

## NEW BUSINESS

1. **March 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. Cindy reviewed the report.

*Rachel Shipley made the motion to approve the March monthly report as presented.*

*Will Hampton seconded the motion*

*Motion Carried.*

2. **Help Me Grow Home Visiting Rules Update** – Handout in the emailing. Cindy reviewed the highlights of changes to Help Me Grow Home Visiting rule, and the effects on county services.
3. **Home Visiting Policy Proposal** – Handout in the emailing. Cindy and staff created local policy for Home Visiting based on ODH rule changes. Policy covers Months of Service, Exits, Waivers, and current families.

*Rachel Shipley made the motion to approve the Help Me Grow Home Visiting policy.*

*Will Hampton seconded the motion.*

*Motion carried.*

4. **New FCF Service Coordinator Hire** – Elizabeth Bryant has been hired as a Service Coordinator/Wraparound Facilitator. Her start date was April 20, 2022, she will be replacing Nicole Wiggins.

*Kara Carson made the motion to approve the hire of Elizabeth Bryant as the new Service Coordinator/Wraparound Facilitator.*

*Tammy Hanger seconded the motion.*

*Motion Carried.*

5. **Other New Business**

- a. **Ohio Department of Health (ODH) Expansion Grant** – ODH is offering an Expansion Grant to Home Visiting providers. With this grant, providers are able to hire a new staff to increase capacity and receive funds to cover costs until staff is certified and able to bill for reimbursement. This will be one lump sum to pay for salaries, fringe, and training costs for the new employee.

*Janice McFarland made the motion to approve the submission of the ODH expansion grant.*

*Tammy Hanger seconded the motion.*

*Motion Carried.*

- b. **Retreat** - Cindy handed out sign up list for the Council Retreat. This is so she can get a count of who is coming and numbers for lunches.

#### **SHARED PLAN REPORTING BY MEMBERS**

No Shared Plan reporting by members.

#### **INFORMATION SHARING / PUBLIC COMMENT**

**Will Hampton** – The will be 2 renewal levies on the ballot for Marietta City Schools.

**Janice McFarland** – BHB will also have a renewal levy on the ballot. Doug Pfeifer is working on and will be providing professional trainings.

**Rachel Shipley** – Assistant Director has been hired for the Head Start program.

**Kevin Ritter** – Commissioner's obtained a 3 million grant for the Devola Sewer Project. With this latest grant they are now over the 15 million estimate to complete the project.

**John Jackson** - Community Health Improvement Plan draft is complete, the health department will be emailing out the draft to review and comment.

**Troy Alford** - CareSource – Troy is available to answer Medicaid questions, attend events, and talk to clients. Please contact him if you need him to speak about Medicaid or what CareSource has to offer.

**Michelle Knowlton** - OhioKAN – Michelle would like to attend community events for our community. If you know of any events that she could attend please contact her.

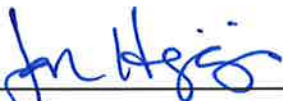
**Daniel Everson** – Working on many plans for the city.


**Tonya Davis** - BB2C career day coming up at Marietta High School; several summer camps available; Internships available; and a lot going on at the Makerspace.

**Dianna Beck** – Car Seat Class on May 12<sup>th</sup> and virtual classes available, The Marietta/Belpre Health Department is now BCCP (Breast Cervical Cancer Project) provider; working on getting a Community Health Worker; Blood Drive coming up in May 17<sup>th</sup> at Gilman United Methodist; Women’s Health Clinic is being renamed to be all inclusive and has started.

**MEETING ADJOURNED**

**Next meeting:** May 18, 2022 @ 1:30 pm, 204 Davis Ave., EOC

  
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Prepared by:  
Jon Higgins

  
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Council Chair  
Jamie Vuksic