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Governing Board Meeting Minutes

February 19, 2025

Attendees:

Bohlen, Amanda	Ohio State University Extension
Bradley, Barb	Marietta/Belpre Health Department
Garrett, Adryanne	Hopewell Health Centers
Goddard, George	Washington County Behavioral Health Board
Lane, Josh	Washington County Health Department
Lee, Steven	Parent Representative
Neill, Tiffany	Washington County Board of Developmental Disabilities
Rauch, Dawn	Community Action Program of Wash./Morg. Co.'s
Schenkel, Geoff	City of Marietta
ShIPLEY, Rachel	Project Head Start
Stewart, Alice	Washington County PCSA
Summers, Dalton	Ohio Valley Educational Service Center
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:

Farnsworth, Jennifer	Parent Representative
Freimann, Flite	Washington County Dept. of Job & Family Services
Hellinger, Craig	Parent Representative
Hermann, David	Parent Representative
Schilling, Charlie	Washington County Commissioner
Woods, Alison	Marietta City Schools

Guests:

A Partnership of Families and Communities

INTRODUCTIONS

PRESENTATION

Geoff Schenkel, Director of the City of Marietta's Community Development Department, presented to Council. He highlighted their work on the current 5-year consolidated plan, which is nearing completion, and their efforts to develop the next 5-year plan. The department is engaging with partners and community providers to gather feedback and support. Funding for these initiatives is provided by HUD, though there has been a reduction in funding over the years. Geoff also discussed the ongoing programs they are working on. If anyone has any ideas or questions, please feel free to contact Geoff.

APPROVAL OF MINUTES

January 15, 2025 Governing Board Meeting Minutes were included in the emailing.

George Goddard made the motion to approve the January minutes as emailed.

Amanda Bohlen seconded the motion.

Motion Carried

FINANCIAL REPORTS

January 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.

Barb Bradley made the motion to approve the January financial reports as emailed.

Tiffany Neill 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: 2025 Washington County Community Legal Clinic; March No Wrong Door Lunch & Learn Flyer; FCF Organizational Chart; Washington County Ohio KIDS COUNT 2024 Data Profiles.

COMMITTEE / WORKGROUP REPORTS

1. **No Wrong Door Cross-Systems Training Team** – The team met on February 10th and the meeting notes were included in the emailing. Cindy discussed highlights from the meeting.
2. **Early Childhood Committee** – The committee met on January 23rd and minutes were included in the emailing. Cindy discussed highlights from the meeting.
3. **No other Committees wished to report.**

OLD BUSINESS

1. **Retreat Update** – Cindy has secured four parents for the parent panel and plans to invite additional guests. She reviewed the list of potential guests and asked for suggestions of any additional names. Alane Sanders will serve as the facilitator for the parent panel. After the parent panel, there will be a shared plan meeting, followed by the Council meeting at 2:00 pm.
2. **No other Old Business was discussed.**

NEW BUSINESS

1. **Early Intervention Oversight Report** – This report was included in the emailing and is required to be submitted to Council on a bi-annual basis. This report covers the first half of fiscal year 2025. Cindy went over key highlights from the report.
2. **Annual Report** – The 2024 Annual Report for Washington County Family and Children First has been completed. Cindy passed around a copy for Council members. Members not present will have one mailed to them.
3. **Bylaws Subcommittee** – During a previous meeting, it was mentioned that the Bylaws needed to be reviewed, as they should be every few years. Cindy called for volunteers to join the committee. George Goddard, David VanCleave, and Dawn Rauch volunteered.
4. **Finance/Audit Committee** – The Committee needs to meet to address the recommendation from the 2022 – 2023 Financial Audit. The recommendation arose from the Fraud Risk Assessment Questionnaires provided by Council. The recommendation states the Council and

management should discuss areas of fraud risk, discuss control procedures in place and how those controls deter fraud, and communicate the role of the Council in fraud prevention.

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

SHARED PLAN REPORTING BY MEMBERS

No Shared Plan reporting by members.

INFORMATION SHARING / PUBLIC COMMENT

George Goddard – Ohio Department of Mental Health & Addiction Services (OhioMAS) is going through a name change to Ohio Department of Behavioral Health Services. A representative from OhioMAS is planning on visiting the board and partner agencies.

Heather Warner – GoPacks this year reached their highest enrollment numbers in previous years.

Tiffany Neill – Next month is Developmental Disabilities Awareness Month. Working and planning on how to increase awareness with a variety of activities. They are updating their sign that is located at the corner of Muskingum and Colegate Drive.

Adryanne Garrett – Hopewell Health Centers provides Walk-ins/Open Access at their Belpre location on Mondays and Wednesdays from 8:00 am – 11:00 am. At the Marietta location, Mondays 11:00 am - 2:00 pm, Tuesdays 9:00 am – 12:00 pm, Wednesdays 2:00 pm - 5:00 pm. MRSS after the holidays and school closures has seen more phone calls.

Alice Stewart – Placement Numbers for the past 4 years; 2021 – 122 placements, 2022 – 127 placements, 2023 – 92 placements, 2024 – 128 placements; With each of these years, there has been a cost increase of about 1 million each year. 2024 placements costs will reach around \$5.5 million.

Larkin Warsinsky – The Parenting Hub event for January had no turnout due to school closures and snow. It has now been rescheduled for March 18th and will take place at Washington State College of Ohio. Larkin will send out a flyer with the details.

Tasha Werry – BB2C Business Advisory Council Meeting will be March 13th, 4:30 at the Washington County Career Center.

Dalton Summers– Schools are back in session after the holidays and snow days. It is a budgetary year so schools are busy with funding issues.

Dawn Rauch – Last week was Ohio Transit Week and they provided free fares. Riders are understanding the new on-demand system that is in its 4th month. Looking at potential change to the app for the On-Demand Service. Community Action is switching from Contract Operator to Grantee for public transit in July and they are looking at a rebranding of public transit look.

Amanda Bohlen – Washington County 4H Open House will be Thursday, February 27th from 6:00 – 7:30 pm. Amanda passed around a flyer.

Josh Lane – The Washington County Health Department Nursing Department has made some changes and they're contracting with the County Home to utilize their nurses for services. There is an opening in the Environmental Health Department and currently interviewing.

Barb Bradley – Marietta Belpre Health Department is also hiring for an Environmental Health Specialist.

Rachel Shipley - May 18th will be Head Start's 60th Anniversary, they will be sharing messaging about the Anniversary. Head Start is accepting applications for the 2025 - 2026 school year.

MEETING ADJOURNED

Next meeting: March 19, 2025 Council Retreat & Council Meeting 8:30am – 3:30pm @ Microtel Inn, Pike Street

Prepared by:
Jon Higgins

Council Chair
Rachel Shipley