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## Governing Board Meeting Minutes

September 20, 2023

### Attendees:

Bohlen, Amanda	Ohio State University Extension
Brown, Beth	Frontier Local Schools
Byrne, Kelly	Parent Representative
Carson, Kara	Hopewell Health Centers
Clark, Amanda	City of Marietta
Fordham, Denyse	Parent Representative
Goddard, George	Washington County Behavioral Health Board
Shipley, Rachel	Project Head Start
Silvus, Brad	Marietta City Schools
Warner, Heather	GoPacks
Werry, Tasha	Building Bridges to Careers
Young, Jane	Washington County Health Department
Davis, Cindy	FCF Council Director / HMG Contract Manager
Higgins, Jon	FCF Financial Officer / Office Manager

### Absent:

Beck, Dianna	Marietta/Belpre Health Department
Bishop, Mandy	Southeastern Ohio Counseling Center
Farnsworth, Jennifer	Parent Representative
Freimann, Flite	Washington County Dept. of Job & Family Services
Rauch, Dawn	Community Action Program of Wash./Morg. Co.'s
Riffe, Brenda	Washington County Board of Developmental Disabilities
Schilling, Charlie	Washington County Commissioner
Stewart, Alice	Washington County PCSA
VanCleave, David	Ohio Department of Youth Services

### Guests:

Larkin Warsinsky – Southeastern Ohio Counseling Center  
Maggi Ault – ISBH – OhioRISE  
Karri Schilling – COAD  
Tim Hahn - WCBHB

## INTRODUCTIONS

## PRESENTATION

Thomas Zani Senior Staff Attorney from SEOLS presented on Appalachian and Central Ohio Fair Housing Initiative. The Fair Housing Act makes sure people have equal access to housing. Thomas provided a handout detailing more information on Fair Housing 101. He can be a resource to agencies if they have any questions or legal questions for families and contact information was on the handout.

## APPROVAL OF MINUTES

August 2, 2023 Governing Board Meeting Minutes were included in the emailing.

***Kara Carson made the motion to approve the August 2, 2023 minutes as emailed.***

***Kelly Byrne 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.

***Brad Silvus made the motion to approve the July financial reports as emailed.***

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

***Motion carried.***

***Brad Silvus made the motion to approve the August 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 additional information was shared: The FCF Family Resource Guide has been updated for 2023. A copy was available for pickup and the online version was emailed to Council.

The following handouts were included in the emailing: Ohio Handle with Care progress map and Updated Council Roster.

## **COMMITTEE / WORKGROUP REPORTS**

1. **No Committee reports.**

## **OLD BUSINESS**

1. **No Wrong Door Updates** – There have been 2 organizational meetings held. There are approximately 20 agencies/entities who have committed to implementing No Wrong Door. Cross-System Training Committee will have their first meeting and begin planning the Social Services 101 Training. Cindy has created a listserv for members.
2. **No other Old Business was discussed.**

## **NEW BUSINESS**

1. **Staff Opening** –Service Coordinator has resigned her position from Family and Children First. Her last day of employment is September 22<sup>nd</sup>. An Indeed job posting has been posted for a part-time position at this time, due to funding concerns.
2. **DJFS Service Coordinator Contract** – This is the FFY24 Subgrant Agreement between Washington County Department of Job and Family Services and Washington County Family and Children First Council to provide Service Coordination / Wraparound

program services to families in Washington County, Ohio. This agreement will be in effect from October 1, 2023 through September 30, 2024. This agreement is the same as last year and allocation is again \$60,000.00.

***Denyse Fordham made the motion to give the Director permission to sign the Subgrant Agreement for Service Coordination / Wraparound Facilitation for FFY24 from Washington County Department of Job and Family Services when received.***

***Tasha Werry seconded the motion.***

***Motion Carried.***

- 3. Strengthening Families 10-14 Contracts** – The Strengthening Families 10-14 Program is to begin September 26<sup>th</sup> and is a 7-week program. The program requires 3 trained Facilitators to implement the program and a child care provider. The program will be held at the Ely Chapman Education Center. The following contracts need approved:

Facilitator contract for Darylann Boley dated September 1, 2023 to December 31, 2023 in the amount of \$700.00 for the Fall Session.

***Amanda Bohlen made the motion to approve the contract for Darylann Boley as a facilitator for the Strengthening Families 10-14 program.***

***Denyse Fordham seconded the motion.***

***Motion carried.***

Facilitator contract for Royetta Rea dated September 1, 2023 to December 31, 2023 in the amount of \$700.00 for the Fall Session.

***Tasha Werry made the motion to approve the contract for Royetta Rea as a facilitator for the Strengthening Families 10-14 program.***

***Heather Warner seconded the motion.***

***Motion carried.***

Facilitator contract for LeAnn Welch dated September 1, 2023 to December 31, 2023 in the amount of \$700.00 for the Fall Session.

***Heather Warner made the motion to approve the contract for LeAnn Welch as a facilitator for the Strengthening Families 10-14 program.***

***Kelly Byrne seconded the motion.***

***Motion carried.***

Child Care Provider contract for Maggie Tome dated September 1, 2023 to December 31, 2023 in the amount of \$385.00 for the Fall Session.

***Kara Carson made the motion to approve the contract for Maggie Tome to provide child care for the Strengthening Families 10-14 program.  
Kelly Byrne seconded the motion.  
Motion carried.***

4. **Ely Chapman Lease** – Approval is needed for the lease with the Ely Chapman Education Foundation for rent, meals, and drinks. The lease covers use of the facility and the Café for the Strengthening Families 10-14 Program.

***Heather Warner made the motion to approve the lease with Ely Chapman Education Foundation for use of the building for the Strengthening Families 10-14 Program.  
Kara Carson seconded the motion.  
Motion Carried.***

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

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

No Shared Plan reporting by members.

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

**Heather Warner** – The 2023 Community Resource Fair had a great turnout.

**Amanda Bohlen** – Working on collaboration with other entities on a Field to Fork Whitetail Workshop on November 7<sup>th</sup>. By next meeting Amanda will have more details.

**Brad Silvus** – Opportunity School has officially started this week.

**Tasha Werry** – BB2C will be having Discover Days coming up. The Family Career Awareness Day (FCAD) will be November 1<sup>st</sup> from 4 pm – 7pm at the Junior Fair Building.

**Larkin Warsinsky** – Southeastern Ohio Counseling Center is providing mental health services at the new Opportunity School and they are expanding services in Marietta City Schools.

**Kara Carson** – Hopewell will have the supervisor for the Mobile Response Stabilization Services (MRSS) present at the next Council meeting.

**Jane Young** – The County Health Department will be moving within the year to 340 Muskingum Drive which is the old Wasco building. They have two Drive-Thru Flu Shot Clinics coming up: September 25<sup>th</sup> from 10 am – 2pm at Reno Business Park and October 9<sup>th</sup> 10am – 2pm at the Washington County Health Department.

**George Goddard** – WCBHB was part of a collaboration that was awarded Capital Funds and they are working on a project to establish a Youth Crisis Stabilization Unit in Bethesda, Ohio. Construction is expected to do done by 2026 and this facility is in partnership with The Village Network.

**Karri Schilling** – Support Group for foster, kinship, and adoptive families second Thursday of the month in the Children Services Training room from 6pm – 7pm.

**Rachel Shipley** – Head Start is still looking for kids. Community Action summer crisis programming will be ending soon and winter crisis will begin Nov 1<sup>st</sup>.

#### **MEETING ADJOURNED**

**Next meeting:** October 18, 2023 @ 1:30 pm, 204 Davis Ave., EOC

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Prepared by:  
Jon Higgins

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Council Chair  
Rachel Shipley