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Governing Board Meeting Minutes

June 15, 2022

Attendees:

| | |
|----------------------|---|
| Beck, Dianna | Marietta/Belpre Health Department |
| Bohlen, Amanda | Ohio State University Extension |
| Browne, David | Washington County Behavioral Health Board |
| Carson, Kara | Hopewell Health Centers |
| Everson, Daniel | City of Marietta |
| Farnsworth, Jennifer | Parent Representative |
| 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 |
| Werry, Tasha | Building Bridges to Careers |
| Davis, Cindy | FCF Council Director / HMG Contract Manager |
| Higgins, Jon | FCF Financial Officer / Office Manager |

Absent:

| | |
|-------------------|--|
| Fordham, Denyse | Parent Representative |
| Freimann, Flite | Washington County Dept. of Job & Family Services |
| Greenley, Jeffrey | Belpre City Schools |
| Hampton, Will | Marietta City Schools |
| McFarland, Janice | Life & Purpose Behavioral Health |
| Ritter, Kevin | Washington County Commissioner |
| Shipley, Rachel | Project Head Start |
| VanCleave, David | Ohio Department of Youth Services |
| Vuksic, Jamie | Washington County PCSA |
| Warner, Heather | GoPacks |

Guests:

INTRODUCTIONS

APPROVAL OF MINUTES

May 18, 2022 Governing Board Meeting Minutes were included in the emailing.

Dawn Rauch made the motion to approve the May 18, 2022 minutes as emailed.

Daniel Everson seconded the motion.

Motion Carried

FINANCIAL REPORTS

May 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.

Amanda Bohlen made the motion to approve the May financial reports as emailed.

Tammy Hanger 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: Summer Pool Party Flyer

COMMITTEE / WORKGROUP REPORTS

1. **Executive Committee** – Met June 10th and discussed Help Me Grow Home Visiting in Morgan County, one-time bonus to help staff with high costs of gas, exemption status for Jon Higgins, staff changes, and OhioRISE.
2. **No other Committees wished to report.**

OLD BUSINESS

1. **OhioRISE** – Cindy reached out to Integrated Services, our CME for OhioRISE. There is a meeting scheduled for July 7th with Sam Shafer, CEO of Integrated Services. ODM has developed a CANS “portal” that all CANS can be entered in, whether for OhioRISE, FCF, or QRTP.
2. **Staffing Updates** – Due to the unknowns with OhioRISE and the likelihood of decreased staffing needs, Elizabeth Bryant has resigned her position as the Service Coordinator/Wraparound Facilitator with Family and Children First. FCF has posted and began interviewing for the additional Help Me Grow Home Visitor.
3. **No other Old Business was discussed.**

NEW BUSINESS

1. **May 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.

Kara Carson made the motion to approve the May OFCF Data and Expense Report.

Dawn Rauch seconded the motion.

Motion carried.

2. **Administrative Agent Agreement** – This agreement is between FCF Council and the Commissioners as the Administrative Agent for Council. This agreement is the same as previous years with no changes.

David Browne made the motion to approve the agreement for the Commissioners to serve as the Administrative Agent for Council.

Tasha Werry seconded the motion.

Motion Carried.

3. **Sign Language Contract** – Susan Barengo is currently contracted as a sign language interpreter for Help Me Grow. She will contract with Council at an hourly rate of \$40. An independent contract will be made with Susan in the amount of \$240 through June 30, 2023. This will allow her to be utilized for any HMG family if needed.

*David Browne made the motion to approve contracting with Susan Barengo to be a sign language interpreter for Help Me Grow.
Dawn Rauch seconded the motion.
Motion Carried.*

4. **Board of Developmental Disabilities Contract** – Approval is needed for the SFY23 contract. This is the contract for Evaluations for Program Eligibility performed by the Board of Developmental Disabilities for the Early Intervention program. The contract is for \$8,400 at a unit rate of \$700 per month.

*John Jackson made the motion to approve the contract between Council and the Board of DD.
Tammy Hanger seconded the motion.
Motion Carried.
Brenda Riffe abstained.*

5. **ODH Home Visiting Amendment** – Ohio Department of Health has recognized the financial impact providers have on hiring and training new home visitors. They have created an Expansion Grant to cover costs of hiring, training, and paying new home visitors until they are credentialed and able to begin billing. The funding to support a new full-time home visitor is \$19,200. An amendment to the FY22-23 Home Visiting Provider Agreement needs approved.

*Kara Carson made the motion to approve the ODH Home Visiting Provider Agreement Amendment.
John Jackson seconded the motion.
Motion Carried.*

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

SHARED PLAN REPORTING BY MEMBERS

No Shared Plan reporting by members.

INFORMATION SHARING / PUBLIC COMMENT

Jennifer Farnsworth – SE Foodbank is down 35% on food stock.

Tasha Werry – Funding has been received from Appalachian Children Coalition, Makerspace has grant funding to use for peer recovery.

Dawn Rauch – Ohio Justice Bus will be in Marietta Tuesday, June 21, 2022 at the WIC office.

Dianna Beck – BCMH available at both Health Departments. They are providing helmets with Safety Town

Kara Carson – Summer Group Programs going on; Prevention Programming in Boys & Girls Club; Fresh Produce and Fruit Bags giveaway.

MEETING ADJOURNED

Next meeting: August 3, 2022@ 1:30 pm, 204 Davis Ave., EOC

Prepared by:
Jon Higgins

Council Chair
Jamie Vuksic