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## Governing Board Meeting Minutes

**December 3, 2025**

### ATTENDEES:

Bohlen, Amanda	Ohio State University Extension
Goddard, George	Washington County Behavioral Health Board
Hellinger, Craig	Parent Representative
Lane, Josh	Washington County Health Department
Lee, Steven	Parent Representative
Miller, Kelly	Marietta Belpre Health Department
Neill, Tiffany	Washington County Board of Developmental Disabilities
Rauch, Dawn	Community Action Program of Wash./Morg. Co.'s
Schenkel, Geoff	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:

Farnsworth, Jennifer	Parent Representative
Freimann, Flite	Washington County Dept. of Job & Family Services
Garrett, Adryanne	Hopewell Health Centers
Hermann, David	Parent Representative
Schaeffer, Mary	Marietta City Schools
Schilling, Charlie	Washington County Commissioner
Shipley, Rachel	Project Head Start

### GUESTS:

Nick Miller – Aetna OhioRISE  
Steve Collins – COAD, INC.

## INTRODUCTIONS

### APPROVAL OF MINUTES

The September 17, 2025 Governing Board Meeting Minutes were included in the emailing.

***George Goddard made the motion to approve the September 17, 2025 minutes as emailed.***

***Craig Hellinger seconded the motion.***

***Motion Carried.***

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

***Tiffany Neil made the motion to approve the October 15, 2025 minutes as emailed.***

***George Goddard seconded the motion.***

***Motion Carried.***

### RATIFICATION - Ratification of Executive Committee Actions

The Executive Committee met on October 15<sup>th</sup> following the October Council meeting, due to lack of a quorum. The Committee needed to act on the following items: Council Vice President replacement; FCF Office Closure for the day after Thanksgiving; and the 2026 Council Meeting Calendar. Executive Committee Meeting minutes with actions were attached in the Council email.

***Tasha Werry made the motion to approve the ratification of Executive Committee Actions.***

***David VanCleave seconded the motion.***

***Motion Carried.***

### FINANCIAL REPORTS

September Financial Reports were included in the October emailing and October 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.

*Kelly Miller made the motion to approve the September financial reports as emailed.*

*George Goddard seconded the motion.*

*Motion carried.*

*Alice Steward made the motion to approve the October financial reports as emailed.*

*Josh Lane 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.

## COMMITTEE / WORKGROUP REPORTS

1. **Early Childhood Committee** – The committee met and the minutes were included in the emailing. They discussed Help Me Grow events, Early Intervention updates, Central Intake & Referral updates, and Home Visiting updates.
2. **No Wrong Door Cross-Systems Training Committee** – The team met, and notes from the meeting were included in the emailing. The most recent Lunch & Learn had the highest attendance to date, with a focus on Medicaid. The team is also discussing plans for the next annual Social Services 101 training. Confirmation has been received from Washington State College of Ohio, and February 10 has been confirmed.
3. **Shared Plan Workgroup** – The workgroup met October 21<sup>st</sup> and the minutes were included in the emailing. They met and discussed shared updates on activities that have taken place. They also addressed some changes on collection of data. They also found

out the state is not requiring quarterly reporting and only needing semi-annual and annual reporting. Revisions were made to the Shared Plan to reflect these changes.

*Heather Warner made the motion to approve the revisions to the Shared Plan.*

*Stephanie Starcher seconded the motion.*

*Motion Carried.*

4. **Bylaws Workgroup** – The group met October 27<sup>th</sup> and the minutes were included in the emailing. They group reviewed changes from HB 96 that made changes to ORC 121.37 that became effective September 30<sup>th</sup>. They reviewed the Bylaws and made changes to align with the changes to ORC.
5. **Pooled Funds Group** – The group met on November 13<sup>th</sup> and the minutes were included in the emailing. The group reviewed reports and the 2026 Pooled Funds Agreement. The group made changes to the 2026 Agreement, and members will sign. They also gave input on the collection of data for the Shared Plan Children Placed Out of the Home Priority.
6. **No other Committees wished to report.**

## OLD BUSINESS

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

## NEW BUSINESS

7. **Bylaws Revisions** – The Bylaws Committee met October 27<sup>th</sup> and the minutes were included in the emailing. They group reviewed changes from HB 96 that made changes to ORC 121.37 that became effective September 30<sup>th</sup>. They reviewed the Bylaws and made recommended changes to align with the changes to ORC. Cindy reviewed the changes. Cindy emailed the draft version out to the Council on October 30<sup>th</sup>, providing the proposed amendments submitted in writing at least thirty (30) days before the next Council meeting to be voted on.

*George Goddard made the motion to approve the revisions to the Bylaws.*

*Tasha Werry seconded the motion.*

*Motion Carried.*

1. **Service Coordination Mechanism Revision** – The draft Service Coordination Mechanism with changes was included in the emailing. Cindy reviewed the changes. The Community Options Team reviewed, recommended, and approved changes. Approval from Council is needed before submitting to the state.

***George Goddard made the motion to approve the revised Service Coordination Mechanism.***

***Kelly Miller seconded the motion.***

***Motion carried.***

2. **Fraud Risk Policy** – In the 2022 – 2023 Audit Management letter from the Ohio Auditor of State, there was a recommendation from the Fraud Risk Assessment Questionnaires that were received from Council Members. The State recommended that 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. Finance/Audit Committee met and Jon developed a Fraud Risk Policy. This policy will be inserted into the Council Membership Manual.

***Josh Lane made the motion to approve the Fraud Risk Policy as presented.***

***Craig Hellinger seconded the motion.***

***Motion Carried.***

3. **Parent Rep Renewal** – Term expiration for Parent Rep Jennifer Farnsworth expires January 1, 2026. Cindy has spoken with Jennifer and she would like to continue on Council.

***Tasha Werry made the motion to approve Jennifer Farnsworth to continue as a Parent Representative on Council.***

***Alice Stewart seconded.***

***Motion Carried.***

4. **Office Closures** – The FCF Office requested to close the day after Christmas and the day after New Year's. Since both holidays fall on Thursdays this year, the office has requested to close on the following Fridays and utilize paid leave. This request primarily applies to administrative staff who work in the office. Other staff who work directly with families may continue working if they choose, either by meeting with families in their homes or working remotely, while ensuring all timelines are met.

***Tasha Werry made the motion to approve closure of the office on December 26<sup>th</sup> and January 2<sup>nd</sup>.***

***Tiffany Neill seconded the motion.***

***Motion Carried.***

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

## **SHARED PLAN REPORTING BY MEMBERS**

**Stephanie Starcher** – OVESC held a Trauma-Informed Customer Service training from Alane Saunders for Fort Frye Local Schools and 55 school personnel were trained.

**George Goddard** – The BHB is working with the OVESC to implement a trauma-informed care training this summer.

**Tasha Werry** – Discovery Days may be able to add Social Services 101 for youth. This would increase student knowledge of resources in the community.

**Kelly Miller** – They are working on having staff at Marietta/Belpre Health Department complete the online Trauma-Informed Customer Service Training.

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

**Steve Collins**- COAD is trying to get out in the community more. COAD4kids offers and provides direct services in early childcare and education, foster care, and connecting to resources.

**George Goddard** – This is the time of year when they receive a lot of calls from the hospital for mental health issues or suicide ideation. The Youth crisis stabilization unit through The Village Network in Bethesda OH, is in its final stages and hopefully be done by summer.

**Tiffany Neill** – The DD levy failed that was on the November ballot. They plan to put the levy on again in May. The Board has met to discuss how it plans to move forward. There will be a special meeting next week to discuss further options for the services they offer to the community.

**Alice Stewart** – Partners of the Prevention Program will receive an email for a survey from the Ohio State University. This is research on the prevention program and will be 3 surveys in 3 separate emails. Please support the program by filling out the surveys.

**Geoff Schenkel** – The Community Development Department will be working on their annual action plan and 5-year consolidated plan. Working with partner's ideas can be formed for services or city projects in Marietta. They have worked with Tiffany Neill and Heather Warner on projects this year.

**Tasha Werry** – BB2C received a pilot grant from Marietta Community Foundation to fund things that are not funded in regards to career pathways.

**Josh Lane** – The Washington County Health Department offers child immunizations and have flu shots available. One Ohio Region 12 Board received a good response from the survey Josh sent out to help identify priority areas that they will focus on when reviewing and scoring future grant applications. Washington County came in second in the number of responses in the region.

**Nick Miller** – Nick manages the External Affairs Team with Aetna OhioRISE. They have opened their 4<sup>th</sup> PRTF (Psychiatric Residential Treatment Facility) in the state, they are aware that counties are confused on who the Care Coordinators are, and they are working on changing things. Alex Miler will be the new county contact for Washington County.

**Dawn Rauch** – It is Winter Crisis season. If anyone has any families that need assistance with utilities, please have them contact Community Action. Homeless Point in Time Count will be January 27<sup>th</sup>. Transit is taking off, and they are seeing the largest ridership ever. They are looking into evening ridership, and new brochures are coming out.

**Stephanie Starcher** – Superintendents are looking at the future budgets and 5-year forecast due to Legislative changes. Fort Frye still has the goal for 2026 to open a health clinic. They are working with state agencies and looking for the space.

**Heather Warner** – GoPacks has been working on a lot of workshops and classes with kids and parents. There will be a Cookie Fundraiser in collaboration with Betsy Mill's craft show this Saturday from 9 am to 4 pm.

**Amanda Bohlen** – SNAP education programming position has ended due to federal cuts. Peggy Bohlen has retired and her position is open.

## **MEETING ADJOURNED**

**Next meeting:** January 21, 2026 @ 1:30 pm, 204 Davis Ave., EOC

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Prepared by:  
Jon Higgins

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Council Chair  
Amanda Bohlen