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Governing Board Meeting Minutes

January 17, 2024

Attendees:

Bishop, Mandy	Southeastern Ohio Counseling Center
Bohlen, Amanda	Ohio State University Extension
Brown, Beth	Frontier Local Schools
Bradley, Barb	Marietta/Belpre Health Department
Fordham, Denyse	Parent Representative
Goddard, George	Washington County Behavioral Health Board
Garrett, Adryanne	Hopewell Health Centers
Hellinger, Craig	Parent Representative
Schenkel, Geoff	City of Marietta
ShIPLEY, Rachel	Project Head Start
Silvus, Brad	Marietta City Schools
Stewart, Alice	Washington County PCSA
VanCleave, David	Ohio Department of Youth Services
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:

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
Ritter, Kevin	Washington County Commissioner

Guests:

Lauren Mallon – ISBH/OhioRISE
Steven Lee – GoPacks
Denise Lee – GoPacks
Karri Schilling - COAD

INTRODUCTIONS

APPROVAL OF MINUTES

December 6, 2023 Governing Board Meeting Minutes were included in the emailing.

Heather Warner made the motion to approve the December 6, 2023 minutes as emailed.

George Goddard seconded the motion.

Motion Carried

FINANCIAL REPORTS

December 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 December financial reports as emailed.

Barb Bradley 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: Strengthening Families 10-14 Program brochure, The Incredible Years Preschool Basic

Program brochure, Washington County FFY22/SFY23 Annual Performance Report and Determination, No Wrong Door February 1st Lunch & Learn Flyer, No Wrong Door Social Services 101 Training Flyer, WCFCF Organizational Chart; WCFCF Council Member Roster.

Additional Reports:

- The *SFY24 Early Intervention Service Coordination Report to the Local Family & Children First Council* was submitted to Council and all information was reviewed.
- The FCF Service Coordination/Wraparound Quarterly Report was submitted and reviewed, noting 21 new referrals to FCF in the past quarter.

COMMITTEE / WORKGROUP REPORTS

1. **Early Childhood Committee** – The committee met January 11th and minutes were included in the emailing. The committee reviewed reports, Help Me Grow events, Early Intervention updates, Central Intake & Referral updates, Home Visiting updates, and member sharing.
2. **No other Committees wished to report.**

OLD BUSINESS

1. **Family Connects International** – Cindy discussed this at the last meeting and the potential of Councils involvement with Family Connects International (FCI). FCI see Councils part as a Community Advisory Board. FCFs were then told that applicants must have a birth count of 2,500 births. This was then changed in the recently received RFP to 500 births. Only 4 awards will be made.
2. **No other Old Business was discussed.**

NEW BUSINESS

1. **New Parent Rep** – Craig Hellinger submitted an application as a parent representative on Council.

Brad Silvus made the motion to approve Craig Hellinger as a parent representative on Council.

David VanCleave seconded the motion.

Motion Carried.

2. **Parent Stipends** – Currently FCF provides a stipend to Parent Representatives for their participation in Council Meetings and Committees. There has been some discussion

with other counties on rates they give parents. Currently Council provides stipends of \$25 for Council Meetings and \$15 for Committee Meetings.

Alice Stewart made the motion to raise the stipend rate from \$25 to \$50 for attending Council meetings and from \$15 to \$30 for attending Committee meetings.

Beth Brown seconded the motion.

Motion Carried.

3. **OFCFCA Dues** – Annual dues for the Ohio Family Children First Coordinators Association are due. The fee is \$85.00.

Denyse Fordham made the motion to approve the OCFC Association dues for 2024.

Brad Silvus seconded the motion.

Motion Carried.

4. **Strengthening Families 10-14 Contracts** – The Strengthening Families 10-14 Program is to begin February 20th 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 February 1, 2024 to June 30, 2024 in the amount of \$700.00 for the Winter Session.

Denyse Fordham made the motion to approve the contract for Darylann Boley as a facilitator for the Strengthening Families 10-14 program.

Alice Stewart seconded the motion.

Motion carried.

Facilitator contract for Royetta Rea dated February 1, 2024 to June 30, 2024 in the amount of \$700.00 for the Winter Session.

Barb Bradley 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 February 1, 2024 to June 30, 2024 in the amount of \$700.00 for the Winter Session.

George Goddard made the motion to approve the contract for LeAnn Welch as a facilitator for the Strengthening Families 10-14 program.

Alice Stewart seconded the motion.

Motion carried.

Child Care Provider contract for Maggie Tome dated February 1, 2024 to June 30, 2024 in the amount of \$385.00 for the Winter Session.

Tasha Werry made the motion to approve the contract for Maggie Tome to provide child care for the Strengthening Families 10-14 program.

Mandy Bishop seconded the motion.

Motion carried.

5. **Incredible Years Contracts** – The Incredible Years Preschool Basic Program is to begin February 5th and is a 14-week program. The program requires 2 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:

LeAnn Welch as the Lead Facilitator for the Incredible Years Preschool Basic Program. This contract is dated February 1, 2024 to June 30, 2024 in the amount of \$1,400.00.

Denyse Fordham made the motion to approve the contract with LeAnn Welch as the Lead Facilitator for the Incredible Years Preschool Basic Program.

Amanda Bohlen seconded the motion.

Motion Carried.

Elaine Corbitt as the Assistant Facilitator for the Incredible Years Preschool Basic Program. This contract is dated February 1, 2024 to June 30, 2024 in the amount of \$1,050.00.

Barb Bradley made the motion to approve the contract with Elaine Corbitt as the Assistant Facilitator for the Incredible Years Preschool Basic Program.

Alice Stewart seconded the motion.

Motion Carried.

Maggie Tome as the child care provider for the Incredible Years Preschool Basic Program. The contract is dated February 1, 2024 to June 30, 2024 in the amount of \$770.00.

Heather Warner made the motion to approve the contract with Maggie Tome as the Child Care Provider for the Incredible Years Preschool Basic Program.

Barb Bradley seconded the motion.

Motion Carried.

6. **Ely Chapman Contract** – Approval is needed for the contract with the Ely Chapman Education Foundation for rent. The lease is for use of 2 rooms and the Café for the Incredible Years Preschool Basic Program (14 wks x \$75 = 1,050.00) and 3 rooms and the Café for the Strengthening Families 10-14 Program (7 wks x \$75 = 525.00).

*Denyse Fordham made the motion to approve the contract with Ely Chapman Education Foundation for Strengthening Families 10-14 Program rent.
Brad Silvus seconded the motion.
Motion Carried.*

*Brad Silvus made the motion to approve the contract with Ely Chapman Education Foundation for Incredible Years Preschool Program rent.
Tasha Werry seconded the motion.
Motion Carried.*

7. **2023 Attendance Report** – The 2023 Council Meeting Attendance Record report was included in the emailing and reviewed. This will be shared with the County Commissioners
8. **Committee Sign-ups** – The 2024 Standing Committees, Officers & Term Expirations was included in the emailing. Cindy passed around a copy of the handout and if anyone wished to sign up for a committee they could write their name on the sheet. Cindy will update and email to Council.
9. **No other new business was discussed.**

SHARED PLAN REPORTING BY MEMBERS

No Shared Plan reporting by members.

INFORMATION SHARING / PUBLIC COMMENT

Alice Stewart – Children Services received great support and appreciated all the community members and helpers who helped with Christmas for foster children. They are hiring a 3rd prevention worker within the agency. This will leave an open position in another department within their agency.

Adryanne Garrett – Mobile Response Stabilization Service (MRSS) has received many referrals and they see challenges with the next stage of moving to 24 hours a day.

Heather Warner – Happy to announce the hiring of two AmeriCorps GoPacks workers, who attended the meeting today.

Beth Brown – Insert U Program has begun and Washington State Community College and is focusing on 3 of the 4 programs reported last meeting where students can receive credentials in that field area.

Tasha Werry – Building Bridges to Careers is offering two Discover Days. Discover Public Service Day will be offered March 20th and Discover Behavioral Health Day will be on May 2nd. A Networking Luncheon for Public Service Day will be held from 11:30-12:30 on March 20th.

Geoff Schenkel – The City and County are working together on a federal grant to raise focus on public safety; they are working on a bus shelter that will be located on Colegate Drive by Hopewell Health; working on expanding service hours for public transportation after the pilot program proved these services are needed; after the WinBeri fire, the City wants to look into creating an emergency shelter for the homeless.

Mandy Bishop – Updated on the services they provide; mental health and recovery services, iFast, therapy services at Marietta City Schools and at the Opportunity School; will begin a day treatment program at Marietta Elementary School.

Barb Bradley – They have completed another step in completing their credentialing; they have a Nurse Practitioner available now for if you cannot get in to see your doctor and walk ins available. Their 2 Community Health Workers are doing well and seeing many clients.

Amanda Bohlen – OSUE will be offering Pesticide & Fertilizer Recertification classes; 4H Open House will be held February 29th; Food Safety Training and Certification 2024 Class schedule has been developed. For more information, visit their website www.washington.osu.edu

Rachel Shipley – Winter Crisis Program that can prevent disconnection of utilities will be ending March 31st; Head Start will begin accepting applications for the 24-25 school year in February.

MEETING ADJOURNED

Next meeting: February 21, 2024 @ 1:30 pm, 204 Davis Ave., EOC

Prepared by:
Jon Higgins

Council Chair
Rachel Shipley