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## Governing Board Meeting Minutes

October 16, 2024

### Attendees:

|                  |   |
|------------------|---|
| Bishop, Mandy    | Southeastern Ohio Counseling Center                   |
| Bradley, Barb    | Marietta/Belpre Health Department                     |
| Goddard, George  | Washington County Behavioral Health Board             |
| Hellinger, Craig | Parent Representative                                 |
| Lane, Josh       | Washington County Health Department                   |
| Lee, Steven      | Parent Representative                                 |
| Neill, Tiffany   | Washington County Board of Developmental Disabilities |
| Schenkel, Geoff  | City of Marietta                                      |
| Shipley, Rachel  | Project Head Start                                    |
| Silvus, Brad     | Marietta City Schools                                 |
| Stewart, Alice   | Washington County PCSA                                |
| Warner, Heather  | GoPacks   |
| Werry, Tasha     | Building Bridges to Careers                           |
| Davis, Cindy     | FCF Council Director / HMG Contract Manager           |
| Higgins, Jon     | FCF Financial Officer / Office Manager                |

### Absent:

|                      |  |
|----------------------|--|
| Bohlen, Amanda       | Ohio State University Extension                  |
| Brown, Beth          | Frontier Local Schools                           |
| Farnsworth, Jennifer | Parent Representative                            |
| Freimann, Flite      | Washington County Dept. of Job & Family Services |
| Garrett, Adryanne    | Hopewell Health Centers                          |
| Hermann, David       | Parent Representative                            |
| Rauch, Dawn          | Community Action Program of Wash./Morg. Co.'s    |
| Ritter, Kevin        | Washington County Commissioner                   |
| VanCleave, David     | Ohio Department of Youth Services                |

### Guests:

Melanie Schott – HMG Outreach Southeastern Region  
Aimee Matusick – OFCF  
Karri Schilling - COAD

## INTRODUCTIONS

### APPROVAL OF MINUTES

September 18, 2024 Governing Board Meeting Minutes were included in the emailing.

***George Goddard made the motion to approve the September 18, 2024 minutes as emailed.***

***Brad Silvus seconded the motion.***

***Motion Carried***

### FINANCIAL REPORTS

September 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 September financial reports as emailed.***

***George Goddard 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; ASQ Online

Expansion/Sparkler APP, November No Wrong Door Lunch & Learn Flyer, No Wrong Door Poverty Simulation Training Flyer, Early Intervention Quarterly Report, Service Coordination/Wraparound Quarter Report.

#### **COMMITTEE / WORKGROUP REPORTS**

1. **Early Childhood Committee** – The committee met October 10<sup>th</sup> and minutes were included in the emailing. Cindy discussed highlights from the meeting.
2. **No other Committees wished to report.**

#### **OLD BUSINESS**

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

#### **NEW BUSINESS**

1. **WCFCF System of Care Self Evaluation Results** – Cindy sent the survey out via SurveyMonkey after the last council meeting for the System of Care Self Evaluation. Results to the survey was included in the emailing. Aimee Matusik, OFCF Regional Coordinator, discussed and reviewed the results and only concern she saw was that not all mandated members are active and participating. Aimee also provided insight into Council's responsibilities.
2. **2025 Meeting Calendar** – The 2025 Council Meeting Calendar was included in the emailing. Council will meet 10 times; the third Wednesday of the month during Jan, Feb, Mar, Apr, May, Jun, Sept, Oct and the first Wednesday in Aug and Dec. There will be no meetings in the month of July and November. Meetings will be held at the EOC.

***George Goddard made the motion to approved the 2025 Council Meeting Calendar as presented.***

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

***Motion Carried.***

3. **Draft Service Coordination Mechanism** – The Service Coordination Mechanism needs updated and submitted to the state. A draft copy was included in the emailing. COT reviewed and made the recommendation to approve the revision of the Service Coordination Mechanism. Please review the draft and any corrections or suggestions are to be emailed to Cindy. This will be brought back to Council for a vote at the next Council meeting.

4. **Retreat Date Discussion** – A retreat needs scheduled for the next new Shared Plan that will be due August of 2025. Council agreed the March 19<sup>th</sup> Council meeting will be the retreat. Retreat will be held from 9:00 am – 1:30 pm and followed by the Council Meeting at 1:30 pm.
5. **No other new business was discussed.**

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

No Shared Plan reporting by members.

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

**Tasha Werry** – The Family Career Fest will be November 7<sup>th</sup> and they are still looking for businesses, and starting Career Kickstart Clinics.

**Geoff Schenkel**– The Transit System will change from fixed route to On-Demand Service starting October 21<sup>st</sup>.

**Barb Bradley** – Flu Season is here and they offer Flu and COVID vaccines.

**Josh Lane** –Flu Vaccines available; COVID vaccines are for underinsured; drive thru clinics were successful; new Director of Nursing. On schedule to move to new building end of October.

**Larkin Warsinsky** – Southeastern Ohio Counseling Center has hired 2 new therapists.

**Tiffany Neill** – Board of DD needs help finding places to install adult changing tables. If you have any leads please contact Tiffany. BDD is changing their logo; They are adding 2 more Senior Swim days; they are bringing back Kitchen Training by WASCO.

**George Goddard** – Behavioral Health Board has hired a 2nd Recovery Advocate who will also be an Administrative Assistant.

**Rachel Shipley** – Winter Crisis starts Nov 1<sup>st</sup>. Head Start always looking for kids.

#### **MEETING ADJOURNED**

**Next meeting:** December 4, 2024 @ 1:30 pm, 204 Davis Ave., EOC

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Prepared by:  
Jon Higgins

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Council Chair  
Rachel Shipley