

**STARK COUNTY FAMILY COUNCIL  
BOARD OF TRUSTEES**

**Minutes  
November 16, 2005**

<b>Present</b>			<b>Absent</b>	<b>Staff</b>
Maria Heege	Bob Pattison	Donald Pond	Carmella Lioi	Carol Lichtenwalter
Richard DeHeer	Bill Faria	Melissa Poole	Nancy Mc Peek	Matilda Langworthy
Cindy Lazor	Jim Irvin	Thomas Seesan	Linda Steinhebel	Susan K. Hays
John McCall	Terrance Jones	Richard Hull	Jackie DeGarmo	Cec Deibel
Cindy Putman	Michael Johnson	Richard Regula	Dianne Talarico	Laura Recchio
Les Abel	Paul Guttman		Patrick Vaughan	Canice Tolin
Paul Hess	Charlotte Williams			
Jeanne Brahler	Kitty Burgett			

- I. **Call to Order** – President Michael Johnson called the meeting to order at 9:10 a.m.
- II. **Roll Call** - Secretary John McCall called the roll.
- III. **Recognition of Guests** – Michael Johnson asked those guests present to introduce themselves. Several of the guests were potential new Family Representatives and Community Representatives to the Board.
- IV. **Approval of Minutes** – Upon a motion by Cindy Putman, seconded by Bob Pattison, the minutes of September 21,2005 and September 26, 2005 were approved as presented. *Motion carried by unanimous voice vote.*
- V. **Public Speaks** - None
- VI. **Committee Reports**
  - A. **Executive Committee** – Vice President Cindy Putman presented the following resolutions for consideration:

**RESOLUTION 05-44**

**WHEREAS**, Family Council legislation (H.B. 66) requires all Family Councils to designate an Administrative Agent effective July 1, 2005; and

**WHEREAS**, the Stark County Family Council wishes to ensure the uninterrupted flow of funding available to the county; now, therefore,

**BE IT RESOLVED**, upon the recommendation of the Executive Committee, that the Stark County Family Council Board of Trustees does hereby approve petitioning the Stark County Community Mental Health Board to continue in its role as the Administrative Agent for the Stark County Family Council for Calendar Year 2006 (January 1, 2006 to December 31, 2006); and

**BE IT FURTHER RESOLVED**, that the subsequent notification to the state of such action is contingent upon the approval of the Stark County Community Mental Health Board; and

**BE IT FURTHER RESOLVED**, that this relationship shall remain in effect until modified and/or revoked by legislative action or sixty (60) day notification by either party; and

**BE IT FINALLY RESOLVED**, that the Family Council Board of Trustees hereby authorizes the Director, President, and Administrative Agent to execute whatever action is necessary to accomplish the intent of this resolution.

*Motion carried by voice vote with one abstention by Les Abel.*

**Resolution 05-45**

**WHEREAS**, the Stark Family Council Board of Trustees has authorized entering into lease agreements with McKinley Rental LLC for office and meeting space in suites 1500A, 1600. 1610 and storage area ; and

**WHEREAS**, in order to secure needed space for Family Council operations, a new lease agreement with the McKinley Rental LLC Center will be necessary; now, therefore,

**BE IT RESOLVED**, upon the recommendation of the Executive Committee, that the Stark County Family Council does hereby authorize exercising its lease options with the McKinley Rental LLC for suites 1500A, 1600, 1610 and a storage area to be funded from the administrative funds portion of the Pooled Funds Group and the indirect funds portion of the Help Me Grow program for the following terms:

<b>Date</b>	<b>Number of Sq. Ft.</b>	<b>Cost per Sq. Ft.</b>	<b>Annual Rent</b>	<b>Change From Previous Year</b>
November 1, 2005 - October 31, 2006–Suite 1610	1,496 Sq. Ft.	\$ 9.00	\$13,464.00	0% increase
November 1, 2005 - October 31, 2006– Suite 1600	1,981 Sq. Ft.	\$ 9.25	\$18,324.00	3% increase (\$495/yr.)
November 1, 2005 – October 31, 2006 - Suite 1500A	1,187 sq. ft.	\$7.25	\$ 8,604.00	0% increase
November 1, 2005 – October 31, 2006 – storage	288 sq. ft	\$3.10	\$ 892.00	3% increase (\$24/yr)

**BE IT FINALLY RESOLVED**, that the Family Council Board of Trustees does hereby authorize its Administrative Agent, Director and/or President to execute whatever action is necessary to carry out the intent of this resolution.

*Motion carried by unanimous voice vote.*

**RESOLUTION 05-46**

**WHEREAS**, the Stark County Department of Job & Family Services released a Request for Proposal to fund programs to serve families eligible for Prevention, Retention and Contingency (PRC) services and supports; and

**WHEREAS**, PRC funds can be used to support families receiving services such as those offered in the Childhood Resiliency program; and

**WHEREAS**, the Stark County Family Council Board of Trustees bestowed authority on its Director to apply for funding to support its program areas (Resolution 05-03); now, therefore,

**BE IT RESOLVED**, upon the recommendation of the Executive Committee, that the Stark County Family Council’s Board of Trustees does hereby approve acceptance of \$70,000.00 from the Stark County Department of Job and Family Services to provide services to the targeted PRC population through the Childhood Resiliency program during the period of October 1, 2005 through June 30, 2006; and

**BE IT FURTHER RESOLVED**, that the fiscal management of this program will continue to be overseen by the Oversight Committee; and

**BE IT FINALLY RESOLVED**, that the Family Council Board of Trustees does hereby authorize the Director, President and Administrative Agent to execute the necessary steps to carry out the intent of this resolution.

*Motion carried by unanimous voice vote.*

**RESOLUTION 05-47**

**WHEREAS**, the Stark County Department of Job & Family Services released a Request for Proposal to fund programs to serve families eligible for Prevention, Retention and Contingency (PRC) services and supports; and

**WHEREAS**, PRC funds can be used to support families receiving services such as those offered in the Help Me Grow program; and

**WHEREAS**, the Stark County Family Council Board of Trustees bestowed authority on its Director to apply for funding to support its program areas (Resolution 05-03); now, therefore,

**BE IT RESOLVED**, upon recommendation of the Executive Committee, that the Stark County Family Council’s Board of Trustees does hereby approve acceptance of \$38,000 from the Stark County Department of Job and Family Services to expand

the Help Me Grow program to the targeted PRC population who are between the ages of three and six during the period of October 1, 2005 through June 30, 2006 through the following provider agencies:

<b>PROVIDER</b>	<b>UNIT RATE (hour)</b>
Alliance for Children and Families	\$70
Canton City Schools – Family Life	\$70
Community Wellness Center	\$70
ShIPLEY Child Health Clinic – Healthy Tomorrows	\$70
Stark County Board of MR/DD	\$70
Stark County Educational Service Center - PAT	\$70

**BE IT FURTHER RESOLVED**, that the fiscal management of this program will continue to be overseen by the Oversight Committee; and

**BE IT FINALLY RESOLVED**, that the Family Council Board of Trustees does hereby authorize the Director, President and Administrative Agent to execute the necessary steps to carry out the intent of this resolution.

*Motion carried by voice vote with abstentions from Paul Hess and Thomas Seesan.*

**Resolution 05-48**

**WHEREAS**, the Stark County Family Council Board of Trustees has the statutory mandate to develop and implement Stark County’s Service Coordination Plan (H.B. 66); and

**WHEREAS**, the Stark County Family Council Board of Trustees has established as one of its priorities the management of Stark County’s WrapAround processes; and

**WHEREAS**, the Stark County Alcohol and Drug Addiction Services Board has a desire to enhance this effort by supporting a WrapAround staff position focused on developing and implementing WrapAround processes within the county’s alcohol and substance abuse service community; and,

**WHEREAS**, the Stark County Alcohol and Drug Addiction Services Board has requested that this AToD- related WrapAround position come under the supervision of the Stark County Family Council to support ongoing program needs; now, therefore

**BE IT RESOLVED**, upon the recommendation of the Executive Committee, that the Stark County Family Council Board of Trustees does hereby approve changing the Stark County Family Council’s Table of Organization to include the following positions:

Position  
AToD WrapAround Coordinator

**BE IT FURTHER RESOLVED**, this position will be administered within the personnel policies and procedures of the Stark County Community Mental Health Board, as the Family Council’s Administrative Agent and employer of record; and

**BE IT FURTHER RESOLVED**, this resolution shall continue until it is limited or revoked by the Board.

**BE IT FINALLY RESOLVED**, that the Family Council Board of Trustees hereby authorizes the Director, President, and Administrative Agent to execute whatever action is necessary to accomplish the intent of this resolution.

*Motion carried by unanimous voice vote.*

**RESOLUTION 04-49**

**WHEREAS**, it is necessary that the Stark County Family Council adopt an annual budget resolution for all anticipated revenue that will be received and expenditures that will be paid during this ensuing year; and

**WHEREAS**, the budget requires the approval of both the Family Council Board of Trustees and the Stark County Community Mental Health Board, as our Administrative Agent; now, therefore,

**BE IT RESOLVED**, upon a motion by Richard DeHeer, seconded by Melissa Poole, that the Stark County Family Council Board does hereby approve the following budget for Calendar Year 2006 (January 1, 2006 through December 31, 2006);

**2006 FAMILY COUNCIL BUDGET**

**RECEIPTS**

Pooled Funds	\$532,700
SCCMH Contract	\$244,376
Fam. & Child First Admin.	\$20,000
Help Me Grow-GRF	\$463,352
Help Me Grow-TANF	\$1,757,588
Help Me Grow-Part C	\$337,760
Ohio Children's Trust Fund	\$118,500
Partners for Success	\$40,000
Early Childhood Resiliency	\$195,798
Prevention, Retention, Contingency (PRC)	\$27,271
ADAS - AtoD WrapAround	\$55,000
ODMH WrapAround Project	\$126,000
SCMH – Fast 06	\$43,000
Other	\$2,500
<b>TOTAL RECEIPTS</b>	<b>\$3,963,845</b>

**DISBURSEMENTS**

Salaries	\$644,443
Taxes & Benefits	\$313,571
Supplies & Materials	\$46,270
Purchased Services – Occupational	\$74,255
Purchased Services – Property	\$48,521
Purchased Services – Pooled Funds	\$479,700
Purchased Services – Contracts	\$2,325,914
Purchased Services – Other (Phone, Postage)	\$13,100
Other Allocations (Travel, Special Events)	\$15,000
Capital Outlay	\$3,071
<b>TOTAL DISBURSEMENTS:</b>	<b>\$3,963,845</b>

**BE IT FINALLY RESOLVED**, that the Family Council Board of Trustees does hereby authorize the Director, President and Administrative Agent to execute the necessary steps to carry out the intent of this resolution.

*Motion carried by unanimous voice vote.*

**Resolution 05-50**

**WHEREAS**, the Stark County Family Council Board of Trustees approved a CY06 Budget (0549) that reflects projected receipts and disbursements for CY06; and

**WHEREAS**, the budget requires the approval of both the Family Council Board of Trustees and the Stark County Community Mental Health Board, as our Administrative Agent; now, therefore,

**BE IT RESOLVED**, upon a motion by Richard Hull, seconded by Melissa Poole that Stark County Family Council Board of Trustees does hereby approve the following Appropriations for the period of January 1, 2006 through December 31, 2006;

**Family Council Fund Number (126)  
CY06 APPROPRIATIONS**

<u>Account</u>	<u>Description</u>	<u>Amount</u>
126 44 0000 61000	Personal Services – Salaries	\$ 644,443
126 44 0000 62000	Personal Services – Tax/Ben.	\$ 313,571
126 44 0000 63000	Supplies and Materials	\$ 46,270
126 44 0000 64000	Purchased Services	\$ 2,941,490
126 44 0000 65000	Capital Outlay	\$ 3,071
126 44 0000 67000	Other Allocations	\$ 15,000
<b>TOTAL APPROPRIATION</b>		<b>\$ 3,963,845</b>

**BE IT FINALLY RESOLVED**, that the Family Council Board of Trustees does hereby authorize the Director and Administrative Agent to execute the necessary actions to carry out the intent of this resolution.

*Motion carried by unanimous voice vote.*

**RESOLUTION 05-51**

**WHEREAS**, the Stark County Community Mental Health Board has recently acquired Prevention, Retention and Contingency funding from the Stark County Department of Human Services to expand Multi-Systemic Team (MST) services; and

**WHEREAS**, the MST model requires that families participate in the WrapAround process in order to access the MST services; and

**WHEREAS**, the Stark County Family Council Board of Trustees is responsible for the delivery of Stark County's WrapAround process; now, therefore

**BE IT RESOLVED**, upon a motion by Kitty Burgett, seconded by Charlotte Williams, that the Stark County Family Council Board of Trustees does hereby accept up to \$30,000 from the Stark County Community Mental Health Board to provide WrapAround process services to support the delivery of MST services to TANF eligible families for the period of October 1, 2005 through June 30, 2006; and

**BE IT FINALLY RESOLVED**, that the Family Council Board of Trustees does hereby authorize the Director and Administrative Agent to execute the necessary actions to carry out the intent of this resolution.

*Motion carried by unanimous voice vote.*

**Resolution 05-52**

**BE IT RESOLVED**, upon the recommendation of the Executive Committee, that the Stark County Family Council Board of Trustees does hereby accept the Cash Disbursement Reports for the months of September and October 2005: and

**BE IT FINALLY RESOLVED**, that the Cash Disbursement Reports be placed on file for audit.

*Motion carried by unanimous voice vote.*

**Resolution 05-53**

**WHEREAS**, the Stark County Family Council has approved continued participation in the Help Me Grow program (Resolution 05-13); and

**WHEREAS**, the Family Council Board of Trustees has made a commitment to designating a portion of these funds to conduct programmatic data collection, evaluation and data analysis to use in planning and fiscal decision-making (Resolution 99-28); and

**BE IT RESOLVED**, upon the recommendation of the Oversight Committee that the Stark County Family Council Board of Trustees does hereby approve entering into a contract with Kevin Brown & Associates to provide approved data collection and evaluation services for the Help Me Grow program from November 16, 2005 through June 30, 2006 for an amount not to exceed \$8,000 at an hourly rate of \$75 per hour; and

**BE IT FINALLY RESOLVED**, that the Family Council Board of Trustees does hereby authorize the Director, President, and Administrative Agent to execute the necessary steps to carry out the intent of this resolution.

*Motion carried by unanimous voice vote.*

**NOMINATING RESOLUTIONS** – presented by John McCall, Chair of the Nominating Committee

**RESOLUTION 05-54**

**WHEREAS**, the Stark County Family Council has established the composition of its Board of Trustees in its Bylaws (last revision December 19, 2000); and

**WHEREAS**, the Nominating Committee is vested with the responsibility of developing a nomination and election process for the non-mandated members of the Board of Trustees; now, therefore

**BE IT RESOLVED**, upon the recommendation of the Nominating Committee, that the Board of Trustees of the Stark County Family Council does hereby accept the following slate of Community Representatives and a Non-Profit Representative to serve a one-year term from January 1, 2006 to December 31, 2006:

**Community Representatives**

Richard DeHeer	Cindy Lazor
Maria Heege	Carmella Lioi
Rick Hull	Nancy McPeck
Rev. Don Bartow	

and,

**Non-Profit Representative**

Michael Johnson

**BE IT FINALLY RESOLVED**, that the Family Council Board of Trustees does hereby authorize the Director, President and Administrative agent to execute the necessary steps to carry out the intent of this resolution.

Nominations for Community Representative were made from the floor by John Mcall:

Barb Richman	Stark Housing Task Force
Jim Irvin	Canton City Schools

*Motion carried by unanimous voice vote.*

**RESOLUTION 05-55**

**WHEREAS**, the Stark County Family Council has established the composition of its Board of Trustees in its Bylaws (last revision December 19, 2000); and

**WHEREAS**, the Nominating Committee is vested with the responsibility of developing a nomination and election process for the Family Representatives of the Board of Trustees; now, therefore

**BE IT RESOLVED**, upon a motion by the Executive Committee and recommendation of the Nominating Committee, the Board of Trustees of the Stark County Family Council does hereby accept the following slate as Family Representatives to serve a one-year term from January 1, 2006 to December 31, 2006:

**Family Representatives**

Kitty Burgett	Cindy Putman
Melissa Poole	Linda Steinhebel

**BE IT FINALLY RESOLVED**, that the Family Council Board of Trustees does hereby authorize the Director, President and Administrative agent to execute the necessary steps to carry out the intent of this resolution.

Nominations for Family Representative were made from the floor by John Mcall:

Ann Schlosser	Stark County Autism Awareness Network (SCAAN)
Lynette Blasiman	
Kelley Toalston	Ohio Coalition for the Education of Children with Disabilities
Charlotte Williams	

*Motion carried by unanimous voice vote.*

**RESOLUTION 05-56**

**WHEREAS**, the Stark County Family Council has established the composition of its Board of Trustees in its Bylaws (last revision December 19, 2000); and

**WHEREAS**, the Nominating Committee is vested with the responsibility of developing a nomination and election process for the officers of the Board of Trustees and Executive Committee; now, therefore

**BE IT RESOLVED**, upon the recommendation of the Nominating Committee, that the Board of Trustees of the Stark County Family Council does hereby accept the following slate of officers to serve a one-year term from January 1, 2006 to December 31, 2006:

President	Cindy Putman
Vice President	John McCall
Secretary	Paul Hess

**BE IT FINALLY RESOLVED**, that the Family Council Board of Trustees does hereby authorize the Director, President and Administrative agent to execute the necessary steps to carry out the intent of this resolution.

*Motion carried by unanimous voice vote*

**F. Oversight Committee** – Paul Guttman. At the October 30<sup>th</sup> meeting of the Oversight Committee, the committee discussed the site review of the Alliance for Children and Families. The audit was requested by the provider agency’s Board of Director’s after placing the Executive Director on administrative leave. She has since resigned her position. Cec Deibel and Laura Recchio of the SCFC performed the audit by checking staff records, client records and found there to be several issues of non-compliance to HMG practice and protocol, but none that would cause immediate termination. However, it is recommended by the Oversight Committee that the current HMG contract with this agency be discontinued effective December 31, 2005. Also, because of the agency’s instability, it is recommended that there be no new enrollments to the program. Payments will continue to be made to the agency for services rendered and the program will be closely monitored.

Paul further explained that there will be an RFPs released to assure continued service coverage for the Alliance area. There are other provider agencies that are serving families in Alliance but ACF was the only agency based in Alliance. ACF will be permitted to re-apply for HMG with an improved program management and delivery structure.

**Resolution 05-57**

**WHEREAS**, the Alliance for Families and Children’s Board of Trustees requested that the Stark County Family Council conduct a program review of their Help Me Grow program; and

**WHEREAS**, the Stark County Family Council’s Help Me Grow staff conducted a program review that disclosed concern for the ability of Alliance for Children and Families to appropriately manage their Help Me Grow program under the current management and supervisory structure; now, therefore

**BE IT RESOLVED**, upon the recommendation of the Oversight Committee, that the Stark County Family Council Board of Trustees does hereby authorize termination of the Help Me Grow contract with Alliance for Children and Families for the period July 1, 2005 through June 30 2006 as of December 31, 2005; and

**BE IT FINALLY RESOLVED**, that the Family Council Board of Trustees does hereby authorize the Director, President and Administrative agent to execute the necessary steps to carry out the intent of this resolution.

**VII. Annual Elections** – Secretary John McCall. Congratulations to all of the elected Board members. In addition to the formal slates, there will also be an election held for three Board Representatives to sit on the Executive Committee for CY2006. Ballots were distributed and votes were cast. The Nominating Committee members, John McCall, Rick DeHeer and Kitty Burgett excused themselves to tally the vote. The results were as follows:

Richard Hull	Fairless Schools
Terrance Jones	Canton Mayor’s office
Richard Regula	Stark County Commissioners

**VIII. Service Coordination Plan and Transformation Plan Approval** - Sue Hays reviewed the process by which the plans were developed and explained that a series of meetings were scheduled the previous week, giving Board members the opportunity to review drafts of the plans. Summaries of both of these plans were presented and discussed and requested that the board ratify these plans and the officers sign the plan. She also requested that the Members of the Board sign the membership page to acknowledge that they have reviewed the plan as agree that this be ratified and sent to the state as Stark County’s plan. Sue also stated that those community partners that would like to dispense this plan to their staff they could get copies electronically from this office.

**Resolution 05-58**

**BE IT RESOLVED**, upon a motion by Don Pond, seconded by Melissa Poole, the Stark County Family Council Board of Trustees does hereby approve Stark County's Transformation plan; and

**BE IT FURTHER RESOLVED**, that the approved plan will be submitted to the state for review and approval as directed; and

**BE IT FINALLY RESOLVED**, that the Family Council Board of Trustees does hereby authorize the Director, President and Administrative agent to execute the necessary steps to carry out the intent of this resolution.

**Resolutions 05-59**

**BE IT RESOLVED**, upon a motion by Don Pond, seconded by Melissa Poole, that the Stark County Family Council Board of Trustees does hereby ratify Stark County's Service Coordination Mechanism; and

**BE IT FURTHER RESOLVED**, that the approved plan will be submitted to the state for review and approval as directed; and

**BE IT FINALLY RESOLVED**, that the Family Council Board of Trustees does hereby authorize the Director, President and Administrative agent to execute the necessary steps to carry out the intent of this resolution.

**IX. Communications and Announcements**

- Richard Regula commended Richard Hull on the fine job we was doing with the county Care Team effort. He commented that he had recently visited Alliance Middle School and the results were very encouraging. It is his belief that these types of programs will help to reduce the number of youth sent to the Attention Center. Rick Hull responded that he would like to see the court order more community plans for youth coming to their attention. He also recommended more/better transition planning for youth coming out of the Attention Center.
- Maria Heege reported that this year's United Way campaign has been very challenging and they still need to raise two million dollars to reach its goal of eight million dollars. She thanked everyone for their support and encouraged everyone to support United Way as much as possible.

**X. Adjournment** - Upon a motion by Melissa Poole, seconded by Donald Pond, the meeting was adjourned at 10:15 a.m.