

**STARK COUNTY FAMILY COUNCIL  
BOARD OF TRUSTEES**

**Minutes  
January 18, 2006**

<u>Present</u>			<u>Absent</u>	
Melissa Poole	Nancy McPeck	John McCall	Jim Irvin	Dianne Talarico
Cindy Lazor	Michael Johnson	Rick Watt	Jackie DeGarmo	Rev. Don Barto
Cindy Putman	Les Abel	Paul Hess	Bill Faria	Paul Guttman
Kelley Toalston	Ann Schlosser	Barb Richman	Rick DeHeer	Maria Heege
Charlotte Williams	William Franks	Kitty Burgett	Bob Pattison	
Thomas Seesan	Rick Hull	Terrance Jones	Donald Pond	
Lynette Blasiman	Richard Regula	Mel Lioi	Linda Steinhebel	

- I. **Call to Order – President** - Cindy Putman called the meeting to order at 9:10 a.m.
- II. **Board Members Sworn In** – Matilda Langworthy
- III. **Roll Call** – Paul Hess, Secretary
- IV. **Recognition of Guests** – All guests present introduced themselves.
- V. **Approval of Minutes** – Upon a motion by Michael Johnson, seconded by Richard Regula, the minutes from November 2005 were approved as presented.
- VI. **Public Speaks** - None
- II. **Committee Reports**
  - A. **Executive Committee** – Vice President John McCall presented the following resolutions for consideration.

Upon a motion by Thomas Seesan, seconded by Kitty Burgett Resolutions 06-01 through 06-05 were approved as a block as standard annual business resolutions.

*Motion carried by unanimous voice vote.*

**RESOLUTION 06-01**

**WHEREAS**, the Board has an established set of resolutions that outlines Family Council’s organizational structure and becomes the basis for subsequent adoption annually and may be subject to future revisions and subsequent Board approval as deemed necessary, and

**WHEREAS**, the time period covered by such resolutions continues throughout our fiscal year from January 1, 2006-December 31, 2006; and

**WHEREAS**, the timeliness of processing purchase orders, payment vouchers, etc. is important to the ongoing operation of the organization; now therefore

**BE IT RESOLVED**, upon a recommendation of the Executive Committee, that the Family Council Board of Trustees does hereby authorize the Family Council’s Director, Administrative Agent, and County Auditor to issue warrants from the Family and Children First Fund for the payment of all Board obligations within the limits of the appropriation resolution for the period January 1, 2006 through December 31, 2006, and

**BE IT FUTHER RESOLVED**, that a report of such authorizations shall be presented to the Board at its next regularly scheduled meeting and shall become part of the permanent record of the Board’s proceedings, and

**BE IT FURTHER RESOLVED**, that such authority be extended to the President or Vice President of the Stark County Family Council during those times when the Director is unavailable for an extended period of time either due to business related to the Family Council or on leave; and

**BE IT FURTHER RESOLVED**, that the Director shall annually notify the Administrative Agent and County Auditor's office, in writing, as to the names of the President and Vice President to which this authority may become delegated as well as identifying, in writing, each time such authority is extended and the period of time for which it is in effect; and

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

**RESOLUTION 06-02**

**WHEREAS**, the Board has an established set of resolutions that outlines Family Council's organizational structure and becomes the basis for subsequent adoption annually and may be subject to future revisions and subsequent Board approval as deemed necessary, and

**BE IT RESOLVED**, upon a recommendation by the Executive Committee, that the Stark County Family Council Board of Trustees does hereby authorize its Director to seek additional funds to support the work and infrastructure of the Family Council as long as they comply with the purposes of the Family Council as defined in Ohio Revised Code 121.37, and

**BE IT FURTHER RESOLVED**, that such authority shall also be subject to the policies, procedures and activities prescribed by the Stark County Family Council's Administrative Agent and rules of the state departments participating on the Ohio Family and Children First Cabinet Council to the extent that the Stark County Family Council performs a function subject to those rules; and

**BE IT FINALLY RESOLVED**, that any additional authority and responsibility applies as is enumerated in Ohio Administrative Rule 5122:2-1-10 regarding the cooperation with other organizations to coordinate service delivery to children and families as well as with any future authorizations applicable to Ohio Family and Children First Councils.

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

**RESOLUTION 06-03**

**WHEREAS**, the Pooled Funds Group continues to participate and maintain its funds within the Stark County Family Council infrastructure as has been approved in prior years (Resolution 05-03); and

**WHEREAS**, an extension of the Administrative Agreement has been approved by the members of Pooled Funds Group; therefore

**BE IT RESOLVED**, upon a recommendation of the Executive Committee, that the Stark County Family Council does hereby accept the Administrative Agreement with the Pooled Funds Group and authorizes the Family Council Director, President and Administrative Agent to execute the roles and responsibilities under the terms provided by the agreement for the period of January 1, 2006 through December 31, 2006; and

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

**RESOLUTION 06-04**

**WHEREAS**, the Board has established a set of resolutions that define Family Council's organizational structure, which are adopted annually and may be subject to future revisions and subsequent Board approval as deemed necessary, and

**WHEREAS**, the time period covered by such resolutions continues throughout our fiscal year from January 1, 2006-December 31, 2006; therefore

**WHEREAS**, the Bylaws of the Family Council provide for the establishment of Standing and Special Committees to carry out the work and purpose of the Council; now, therefore

**BE IT RESOLVED**, upon the recommendation of the Executive Committee, that the Stark County Family Council Board of Trustees does hereby approve the following Committees for the 2006 calendar year:

- |                      |   |
|----------------------|---|
| Standing Committees: | Executive Committee                               |
|                      | Early Childhood Collaborative                     |
|                      | Family Advisory Committee                         |
|                      | Ohio Children's Trust Fund - Local Advisory Board |

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

**RESOLUTION 06-05**

**WHEREAS**, the Board has established a set of resolutions that define Family Council's organizational structure, which are adopted annually and may be subject to future revisions and subsequent Board approval as deemed necessary, and

**WHEREAS**, the time period covered by such resolutions continues throughout our fiscal year from January 1, 2006 through December 31, 2006; now, therefore

**BE IT RESOLVED**, upon a recommendation of the Executive Committee, that the Stark County Family Council Board of Trustees agrees that regular meetings of the Stark County Family Council Board of Trustees shall be held on the third Wednesday of each month at 9:00 a.m. at the Stark County Family Council offices, located at 800 Market Avenue North, Suite 1610, Canton, Ohio.

**BE IT FURTHER RESOLVED**, if such meeting dates fall on a holiday or a quorum cannot be attained, said Board may set an alternate date; and

**BE IT FURTHER RESOLVED**, if there is no business to transact or issues to consider, the Board President and Director may elect to cancel the regular monthly meeting; 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 unanimous voice vote.*

**Resolutions 06-07 through 06-08 were recommended for approval by the Oversight Committee**

**RESOLUTION 06-06**

**WHEREAS**, the Board of Trustees has authorized continued participation, management, and coordination of the Help Me Grow program for Stark County (Resolution 04-12); and

**WHEREAS**, the Ohio Department of Health Specifies that all Part C contracts must have a dollar limit or cap for reimbursement; and

**WHEREAS**, the Oversight Committee has reviewed the Help Me Grow plan, conducted an open Request for Proposal process and developed recommendations in relation to provider contracts for the second half of FY06 (January 1, 200 through June 30, 2006); now, therefore

**BE IT RESOLVED**, upon the recommendation of the Oversight Committee, that the Stark County Family Council Board of Trustees does hereby approve the following *Help Me Grow* provider contracts for the period January 1, 2006 through June 30, 2006, conditional upon compliance with all state and local policies, practices and protocols;

AGENCY	APPROVED PART C FUNDS	APPROVED GRF FUNDS	APPROVED TANF FUNDS	TOTAL FUNDS NOT TO EXCEED
Aultman Hospital – Newborn Home Visits only	\$0	\$9,750	\$3,250	\$13,000
Alliance for Children and Families	\$9,716	\$8,502	\$61,742	\$79,960
<b>TOTAL</b>	<b>\$9,716</b>	<b>\$18,252</b>	<b>\$64,992</b>	<b>\$92,960</b>

and;

**BE IT FURTHER RESOLVED**, that the Oversight Committee is authorized to add additional providers to the HMG Provider Network through a competitive Request for Proposal process as deemed necessary to meet program requirements through the year with approval of the Board of Trustees; and

**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 voice vote with abstentions from Michael Johnson and Paul Hess*

**RESOLUTION 06-07**

**WHEREAS**, the Family Council Board of Trustees approved accepting funds to manage the Childhood Resiliency program (Resolution 05-22); and

**WHEREAS**, the Oversight Committee has reviewed the Childhood Resiliency program’s plan and funding to support its implementation during Fiscal Year 2006; now, therefore

**BE IT RESOLVED**, upon a recommendation of the Oversight Committee, that the Stark County Family Council’s Board of Trustees does hereby approve the following revision to the Childhood Resiliency Project budget for the period July 1, 2005 through June 30, 2006 as follows:

	<b>STARK CO. MENTAL HEALTH BOARD</b>	<b>UNITED WAY</b>	<b>STARK CO. DJFS PRC</b>	<b><u>OTHER</u></b>	<b><u>TOTAL</u></b>
<b>REVENUE</b>	<b>\$150,000</b>	<b>\$34,774</b>	<b>\$60,000</b>	<b>\$35,221</b>	<b>\$279,995</b>
<b>DIRECT SERVICES</b>					
○ Child & Adolescent Service Center	\$78,526	\$34,774	\$37,949	\$22,051	\$79,900
○ Community Services					\$93,400
<b>PERSONNEL</b>					
○ <b>Project Director</b>	\$49,649		\$22,051		\$71,700
<b>EVALUATION</b>	\$4,520			\$480	\$5,000
<b>TRAINING</b>					
○ Certification	\$1,100				\$1,100
○ Staff Training					
<b>TRAVEL</b>				\$2,800	\$2,800
<b>MEETING EXPENSES</b>				\$3,000	\$3,000
<b>SUPPLIES AND MATERIALS</b>	\$5,725			\$2,370	\$8,095
<b>ADMINISTRATIVE FEE</b>	\$10,480			\$4,520	\$15,000
<b>TOTAL</b>	<b>\$150,000</b>	<b>\$34,774</b>	<b>\$60,000</b>	<b>\$35,221</b>	<b>\$279,995</b>

**BE IT FURTHER RESOLVED**, that the Oversight Committee will continue to review all fiscal matters related to the Stark County Childhood Resiliency Program; 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.

**BE IT FURTHER RESOLVED**, that the Oversight Committee will continue to review all fiscal matters related to Early Childhood Resiliency Project; 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 Michael Johnson and Paul Hess*

**RESOLUTION 06-08**

**WHEREAS**, the Stark County Family has accepted funds from the Stark County Community Mental Health Board to manage the Childhood Resiliency program (05-22); and

**WHEREAS**, the approved plan to implement the Early Childhood Resiliency Project requires contracting for specific types of services to meet the goals of the program; now, therefore,

**BE IT RESOLVED**, upon a recommendation of the Oversight Committee, that the Stark County Family Council Board of Trustees does hereby approve additional funding to amend the contracts with the following agencies to support the implementation of the Stark County Childhood Resiliency Program for the period July 1, 2005 through June 30, 2006:

<b>Provider</b>	<b>Service</b>	<b>Unit Rate (one hour)</b>	<b>Previous Contract Maximum</b>	<b>Increase</b>	<b>Revised Contract Maximum</b>
Child & Adolescent Service Center	Behavioral Coaching	\$25.00	\$47,450	\$32,450	\$79,900
Community Services, Inc	Behavioral Coaching	\$25.00	\$44,200	\$49,200	\$ 93,400

**BE IT FURTHER RESOLVED**, that the fiscal management of this program will 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 Michael Johnson and Paul Hess*

**Resolutions 06-09 through 06-10 were recommended for approval by the Pooled Funds Group**

**RESOLUTION NO. 06-09**

**WHEREAS**, the Stark County Family Council Board of Trustees approved entering into a contract with Trilogly Integrated Resources LLC to develop and maintain the Network of Care website for Children and Families (Resolution 04-10);

**WHEREAS**, the Pooled Funds Group has approved continued funding to support the ongoing maintenance of the Network of Care Children and Families website for CY2005 (January 1, 2006 through December 31, 2006); now, therefore

**BE IT RESOLVED**, upon the recommendation of the Pooled Funds Group, that the Stark County Family Council Board does hereby approve the use of Pooled Funds to support the maintenance costs of the Network of Care Children and Families website serviced by Trilogly Integrated Resources LLC at a monthly cost not to exceed \$2,000 for the period January 1, 2006 through December 31, 2006; and

**BE IT FINALLY RESOLVED**, that the Board does hereby authorize and direct its Director, Administrative Agent and president to take whatever action is necessary to carry out the intention of this resolution.

*Motion carried by unanimous voice vote.*

**RESOLUTION 06-10**

**WHEREAS**, the Stark County Family Council Board of Trustees has approved accepting funds to provide WrapAround training, coaching and consultation services to support the state-wide WrapAround project (Resolution 05-37); and

**WHEREAS**, in order to meet the goals and objects of the statewide WrapAround project, it is necessary to expand internal capacity to implement the approved plan; now, therefore,

**BE IT RESOLVED**, upon the recommendation of the Pooled Funds Group, that the Stark County Family Council’s Board of Trustees does hereby approve entering into a contract with Vroon VanDenBerg, LLP to provide training, coaching and consultation services to support the state-wide WrapAround project for an amount not to exceed the amount of \$20,000 during the period of February 1, 2006 through June 30, 2006; and

**BE IT FURTHER RESOLVED**, the services provided will be invoiced on a fee for service basis at a rate of \$1,200 per diem plus travel and expenses; 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 06-11**

**BE IT RESOLVED**, upon the recommendation of the Executive Committee, that the Stark County Family Council does hereby accept the Cash Disbursement Reports for the months of November and December 2005; and

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

*Motion carried by unanimous voice vote.*

**B. Early Childhood Collaborative** – Paul Hess

The next meeting of the ECC will be held on Friday, January 20, 2006 at the Stark County Health Department 3<sup>rd</sup> floor conference room at 9:15 a.m. There will be a panel presentation on parent education available in Stark County. The ECC is also sponsoring and information discussion with other Early Childhood Care providers in Stark County, on Wednesday, January 25, 2006 at the Stark County Health Department. Paul will have a report for the next board meeting.

**C. Family Advisory** – Kitty Burgett

The next meeting of the Family Advisory Committee will be held on Thursday, January 26, 2006 at 1:30 p.m. at the Stark County Family Council conference room.

**D. Ohio Children’s Task Force** – Carol Lichtenwalter

The next meeting will be held on February 9, 2006 in the SCFC conference room. At this meeting the providers of the OCTF funding will be presenting their mid year reports.

**E. Oversight Committee**– Carol Lichtenwalter

At the next meeting the committee will be working on the 2006 budget revisions for Help Me Grow. They will also be looking at contract revisions for 2006.

**VIII. DIRECTOR’S REPORT** – Carol Lichtenwalter reviewed the document she prepared that details the Family Council commitments that fall within the responsibility of the Council as defined by: H.B. 66, our Transformation Plan, our Service Coordination Plan, Partnerships for Success and our grant commitments. There continues to be increased accountability with each of our funding sources and limited increases in the amount of funding available to provide that administrative support. Family Council staff will soon be participating in a time study to determine how administrative costs breakdown and how they are spread across our various funding sources.

John McCall reminded the Board that we need to set our priorities to meet the recognized needs of the community. Les stated that the councils are given \$20,000 to meet the needs of the county; however, there are growing expectations and diminishing resources to do the work.

**NETWORK OF CARE** - Carol shared the WebTrends report for the Network of Care. There was discussion about the need to work continue to develop the information on the site and the need to market it.

**IX. COMMUNICATIONS AND ANNOUNCEMENTS**

Bill Franks announced that a state-wide steering committee has been established for Smoke Free Ohio. Collecting signatures is in process in hopes to put Smoke Free Ohio on the ballot. Restaurant and Bars and tobacco industry are working to defeat this effort.

Kitty Burgett – FACES has applied for ABC Grant funds to support a mentoring program for ex-offenders. Carol Lichtenwalter shared that Community Services also applied for funds to provide mentoring services to transition age youth.

Carol Lichtenwalter introduced Dr. Greg Hinson, coordinator of the Care Team Initiative through through the SCESC.

**X. ADJOURNMENT** – Richard Regula moved to adjourn the meeting at 10:10 a.m. Mike Johnson seconded.