

**WAYNE COUNTY FAMILY & CHILDREN FIRST COUNCIL
MINUTES
February 5, 2007**

Present: Rob Johnston, YMCA and City of Wooster
Cameron Maneese, Council Coordinator
Randy Muth, Wayne Co. Children Services
John Tooley, Wayne Co. Board of MR/DD
William Mateer, Wayne Co. MH&R Board
Mary Mertic, Parent Representative
Jeff Anderson, Dept. of Youth Services
Carla Unkefer, Community Action/Head Start
Ann Obrecht, Wayne Co. Commissioner
Richard Owens, Wayne Co. Dept. of Job & Family Services
Suzanne Huse, Help Me Grow
Brenda Linnick, United Way of Wayne & Homes Cos.
Robert Zeh, Your Human Resource Center
Mary West, The Salvation Army
Gary Porter, Christian Children's Home
Bonnie Sander, MOMS/Even Start
Bob Hurdle, Catholic Charities of Wayne County
Melinda Hill, OSU Extension
Karen Galloway, CFHS/21st Century
Wayne Girbach, Tri County ESC
Robert Smedley, MH&R Board
Sylvia Upp, PFS
Jim Miller, The Village Network
Eugene Linton, Tri-County ESC
Greg Halley, Wayne County Health Dept.
Bobbi Douglas, STEPS and Every Woman's House

Guests: Anne Goon, Safe Communities Coalition
Kat Willard, Safe Communities Coalition
Chris Kick, Wooster Daily Record
Mark Stefanik, Wooster City Schools
Rodd Welker, CCHO
Alex Davis, Wooster Community Hospital
Pat Edwards,
Greg Lubelski , Wayne County Public Library
Sundee Porter, Wayne County Dept. of Job & Family Services

The meeting was held at the Kinney Building located at 2534 Burbank Rd., Wooster, OH. The Chairperson, Rob Johnston, called the meeting to order at 9:37 a.m.

Introductions were made.

MINUTES

Tooley made the motion seconded by Obrecht that the Minutes of January 8, 2007 meeting are approved as submitted. Motion approved unanimously.

COMMITTEE REPORTS

Executive Committee – Johnston reviewed the Minutes from the January 29, 2007 meeting of the committee that had been distributed to all members of the Council. Johnston highlighted that the committee:

- Reviewed the new Help Me Grow RFP that was in draft form from the Resource and Grants Management committee that met on January 22, 2007.
- Sent out legal notices to the Wooster Daily Record and Council representatives on January 29, 2007.
- Reviewed changes in the Council's agenda for FCFC meeting. The three priorities from the Council's retreat are at the top of the new agenda. The use of Acronyms will be eliminated.
- Reviewed the bylaws on parent representation and approved that a parent representative be selected for on the Grant and Resource Management Committee. Mary Mertic will be the parent representative.

Resource & Grants Management Committee – Maneese reported on the meeting of February 5, 2007 that met prior to Council:

- The Help Me Grow (HMG) bidders' conference will be February 6, 2007 at 9:30 a.m. at the MHRB. The RFP is available on CD and hard copy. The proposals are due March 16. The Resource and Management Committee will review and score the proposals on March 22, 2007.
- Current CTF programs (Alice Noble Ice Arena and Wooster YMCA's The Spot) will be funded for another one year grant cycle. Both programs will report to council at the March meeting on their progress and outcomes.
- Maneese reviewed the current grant programs and budget summary. The figures were approved by committee, but formatting changes will be made for better clarity.
- Verbal approval of the RIF grant has been received.

Planning Committee – Linnick deferred to Maneese to update on the progress of the work group. Maneese reported:

- Michael Thompson, research consultant has reviewed the Youth Asset Survey and believes it will be a valid tool for use. The work group will be recommending having 4-5 schools commit for 10 years in order to get a longitudinal study with the survey.
- The work group is also looking at aligning indicators with programs.
- Upp added she is working on a hand out to better clarify commitments, indicators and what we will be accountable for as a council.

Communications Committee – Hill reviewed the Minutes of the January 31, 2007 meeting that had been distributed to all Council Members and highlighted:

- The website will have the Growing Together newsletter available online.
- Any FCFC members that need their pictures taken for the website can do so after the March FCFC meeting.
- Ric Snyder will be updating and maintaining the FCFC website free of charge.

- Keith Hughes of WayneEvents.com met with the committee to answer questions regarding the Council using his email events service. As of right now 81 agencies use his services and the emails go out to 5800 computers.
- Any agencies may publicize their events directly with Keith Hughes. Events that will be endorsed by the FCFC will go through Cameron Maneese or the Communication Committee, who will act as gatekeepers.
- The brochures have been revised and Cherie Graham will be piloting them in parent groups to get feedback.

Concerns about the brochure were expressed. Suggestions were made to get parent input and make the brochure clearer as to where the parents can find the resources they need.

Financial Reports – Mateer reviewed the Summary Sheet that had been distributed to all Council Members. **Mateer made the motion seconded by Haley that the Financial Report be approved.** Motion carried.

Mateer added that the auditor's office will be changing its fiscal year to July 1 – June 30 starting July 1, 2007.

Coordinator's Report – Maneese reported:

- The state has sent data from many departments to help with data collection of the indicators for HB 289.
- Council By-Laws will have a few more changes made. They will be ready for review at the March council meeting and will be voted on in April.
- Title XX Hearing was January 18, 2007. Six people are needed from council to participate in a committee to review the existing Title XX plan, service gaps and make recommendations to WCDJFS.
- Information was available on two conferences: "Promoting Safe School: Bullying Prevention and Beyond" and "Start Small, Growing Strong".
- Thank you to all who sent in their cultural competency information. Anyone who brought it with them was asked to give the information to Karen Galloway.
- Maneese reminded Council that incase of inclement weather, members are asked to listen to WQKT (104.5 on the radio dial) for cancellations and other meeting notes.

Help Me Grow – Huse reported:

- A new staff member and an intern have been added to HMG. She is reviewing the budget and hopes to hire another staff member before the end of the fiscal year.
- RIF grant has given verbal approval that Wayne County will receive funds for the 5th year. Approximately \$1500 of the \$2000 needed matching funds has been raised. WCDJFS will be contributing \$500 of the match funds in order to expand book distribution through home day care providers.

School and Community Partnership – Linton reported:

- The committee is addressing 4 areas: Alternative Education, Opportunities for students to receive dual credits (college and high school credits from their own high school), Home Schooling, and After School Hours (classes offered at different times for students that work)
- The committee is reviewing the key components of an effective Alternative Education program and the associated costs. Ways of reducing costs are being reviewed, including community agencies sharing services that are needed for these students.

21st Century Program – Galloway reported:

- She has been working on a menu of services (passed around as an example) that would show the typical costs associated with an elementary after school program in Wayne County. Some expenses are required such as staff and snacks, while other expenses are “a la carte” and can be chosen based upon the wants and needs of each school.
- Schools can be licensed through ODE and/or ODJFS to run before and after school child care programs. Licensing would allow the schools to access child care subsidy money through DJFS.

Owens added that the child care subsidy money assists parents who financially qualify with child care expenses and that the parent has a choice on which child care provider to use.

- Northwestern Local Schools has had its first sustainability meeting and are considering licensure. They have already been using the free and reduced snack program to reduce costs on snacks for the after school programs.

Child and Family Health Services – Galloway reported:

- She recently completed the six month progress report for the grant. She commended Bonnie Dennis from Wayne County Health Dept. and Judy Harland from The Salvation Army for doing a great job in increasing immunization and lead awareness.

Safe Communities – Goon and Willard presented an overview of their handouts on the Wayne County Safe Communities Coalition. Goon went over the history, the 2006 summary report and the 2007 program plan for WC Safe Communities. Goals include increasing seat belt usage, reducing traffic fatalities, and reducing the percentage of fatal crashes caused by impaired drivers.

Willard announced that February 11-17 is Child Passenger Safety Week. The coalition will have displays at various locations including hospitals, doctors' offices, and Head Start centers to increase Child Passenger Safety awareness.

Halley expressed appreciation for the collaboration efforts of the Holmes County Health Department and the Wayne County Health Department in funding the joint effort for the Safe Communities Coalition.

Linnick and West expressed safety concerns with clients using the taxi service, which is exempt from the state law that required children to be in car seats. Johnston was asked to look into the city funding the use of Wayne/Holmes Transportation, which does use child safety seats.

Obrecht shared that the transportation meeting was not well attended, but the county commissioners have applied for funds to assist in developing a transportation plan for Wayne County. She added that ODOT is not taking any new applications for rural transit transportation due to a decrease in their funding.

Old Business

There was no old business discussed.

New Business – Open Forum

Hill reminded that March 11 begins the Week of the Young Child. She distributed flyers and announced that there will be an event on March 11 from 12:30 – 3:30 at Fisher Auditorium at OARDC. There will be hand-on activities for children and special entertainment, “Campfire Songs with Karrie McAllister”.

Linnick reminded that The United Way is available to help families apply for Earned Income Tax Credit and assist with tax preparation.

Halley mentioned that the CSB breakfast that is usually in March will be April 26 this year. Maneese will email details to FCFC members.

**West made the motion seconded by Obrecht that the meeting be adjourned.
Meeting was adjourned at 11:03 a.m.**

Respectfully submitted,

Rob Johnston, Chairperson