

**Family & Children First Council of Huron County**  
**Meeting Agenda**  
**May 27, 2020 @ 1:00pm**  
**Location: Zoom Virtual Conference**



**Council members present:** Jacki Salter, Site Director, Firelands Counseling & Recovery – chair; Emma Cramer, Parent Representative; Chief Mike Conney, City of Norwalk Representative; Kristen Cardone, Executive Director, Huron County MHAS Board; Chris Mushett, Administrator, Huron County Juvenile Court (Designee); Rodge Wilson, Superintendent - Western Reserve Schools; Julie Westcott, Parent Representative; Angie Roth, Manager, Help Me Grow Home Visiting; Sarah Simmons, Program Director, Reach Our Youth; Kari Smith, Superintendent, HCBDD; Lenora Minor, Executive Director, HCDJFS, Mary Valentine, Administrator, Children and Adult Protective Services, HCDJFS; Carol Robinson, EI program manager; Dr. Steven Burggraf, Family Life Counseling; Janice Warner, CACEHRC; Skip Wilde, HC Commissioner, Mary Helton, Vice President, Ancillary Service Fisher-Titus

**Council Staff Present:** Niki Cross, Director; Kemmes Keyes, FCFC Wraparound Facilitator; Crystal Michel, FCFC Coordinator

1. Call to Order 1:03 pm
2. Public Comment & Introductions – Roll Call and Kemmes Keyes Introduction
3. Financial Report
  - a. March & April 2020- new format. Still awaiting award letter for some fy2021 amounts Motion to approve, Dr. Burggraf, Lenora Minor second. All in favor. Motion carries.
4. Service Coordination Management Team-updates (Crystal)
  - a. Report- 13 families in varying degrees of active service coordination, still waiting to hear from two additional families to touch base.
  - b. Service Coordination Exit Policy. Service coordination management team approved policy.
5. Old Business
  - a. Pedaling with Pops update-Ohio Commission on Fatherhood- officially approved and received award. Event to be pushed to August date TBD due to Covid-19.
  - b. Wraparound Facilitator Update-Introduce Kemmes Keys (done in public comment)
  - c. By-Law updates- vote for approval on June 17<sup>th</sup> (FCFC Meeting)- changes need to be made to accommodate the process to add voting members to council, to be approved through the commissioner’s office. Council meetings will be held monthly due to continuous changes to FCFC.
  - d. Member Contributions-membership contribution requests will be sent at beginning of FY2021, members will have until the end of FY2021 to make contribution.
  - e. Shared Plan- sending out next step, final by August 2020- survey monkey sent out to establish shared plan focuses. So far 17 of 31 responses have been received. Niki Cross is partnering with Kristen Cardone to work on deliverables for prevention grant.
6. New Business
  - a. HCDJFS Funds: for families involved in FCFC/HCDJFS services – DJFS will be providing funds to be used for family facing services for children who are involved in

any DJFS agency to avoid going into residential treatment and custody relinquishment. It was determined that a vote is not needed to accept these funds because DJFS is Administrative Agent.

- b. OCBF Funds- approval to apply. Role call for vote:
    - Carol Robinson – aye
    - Chris Mushett- not voting member
    - Emma Cramer- aye
    - Kari Smith- aye
    - Janice Warner- aye
    - Skip Wilde- aye
    - Mary Helton – aye
    - Kristen Cardone – aye
    - Chief Conney- aya
    - Lenora Minor- aye
    - Julie Westcott – aye
    - Jacki Salter- aye
    - All in favor, none opposed. Motion carries.
  - c. State Funds available for FCFC’s (\$15,000.00) – applied for \$15k through OFCFCFA. Funds will be used for technology and capacity building within agencies. Cannot be used for admin. Official award letter not yet received.
  - d. New Committee formation –
    - Nominating Committee
      - 1. Kari, Skip, Chief Conney – must have nominations for the Chair and Vice Chair by June 17<sup>th</sup> meeting.
- Discussion of adding the following committees to bylaws:
- Parent Advisory Committee
  - Finance Committee/Executive Committee
- 7. Other New Business
    - a. Procedure for adding voting members to council. Suggestion to add all superintendents. Council votes on adding voting members, final approval through Commissioners office.
  - 8. Adjourn 1:38 pm. Skip Wilde moved. Kristen Cardone, second. All in favor.

**Next FCFC Meeting: June 17<sup>th</sup>, 2020 @ 9:00am**  
**Zoom or HCDJFS (TBD)**