**Huron County Family & Children First Council**

**Meeting Agenda-Extended**

**July 20, 2022**

**Location: Huron County Board of Developmental Disabilities**

 **306 South Norwalk Rd. Norwalk, OH**

**Call to Order: 9:03 am**

**Voting Members**:

|  |  |  |  |  |  |
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|  X | Lenora MinorHuron County DJFS |  | Kristen CardoneHuron County MHAS |   | Brad Cooley, NorwalkCity Schools/Jackie White |
| X | Sarah Church, City of Norwalk  |   | Mary HeltonFisher-Titus Medical Center | X | Tim HollingerHuron County Public Health |
|  | Dianna Laughlin, Parent Representative |  X | Dr. Steve Burggraf Family Life Counseling |  X | Lauren Robinson Firelands Counseling& Recovery Services |
|   | Jeff RitzWillard City Schools  |  X | Carol Robinson Early Intervention  |  | Ashley LichtParent Representative |
|  X | Kari SmithHC Board of DD |   | Beverly Turczyk Dept. of Youth Services | X | Harry Brady Huron County Commissioner |
|   | Janice Warner, CAC EHR/Head Start |  X | Julie WestcottParent Representative   |  |  |

**Non-Voting Members**:

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|   | John/Bethany Chime,Clear Minds |  | Lonny Rivera, North Point Educational SC |   |  |
|   | Mary Valentine, Huron County CPS |  | Jamie Gfell/Bethany Lewis, Nord Center |  |  |
|  X | Sarah SimmonsReach Our Youth | X | Chris Mushett, Huron County Juvenile Court |   |  |

**Staff:**

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|  X | Niki Cross, HCFCFC Director |   | Stacey Marcum,Service Coordinator |   X | Erin Whipple, Wraparound Facilitator |

* Public Comment & Introductions
	1. Merakey Presentation: Cassondra McMorris, Program Director. Merakey is a not-for-profit developmental, behavioral health, and education provider which provides services to children with developmental disabilities.
* **Approval of Minutes: May 18, 2022 (Motion #1)**

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| **Motion 1** | **To approve the May 18, 2022, Council Meeting Minutes distributed on** **July 18th, 2022.**  |
| Motion Made By: | Tim Hollinger  | Seconded:  | Lauren Robinson |

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| X | Lenora MinorHuron County DJFS |  | Kristen CardoneHuron County MHAS |   | Brad Cooley, NorwalkCity Schools/Jackie White |
| X | Sarah Church, City of Norwalk  |   | Mary HeltonFisher-Titus Medical Center | X | Tim HollingerHuron County Public Health |
|  | Dianna Laughlin, Parent Representative |  X | Dr. Steve Burggraf Family Life Counseling |  X | Lauren Robinson Firelands Counseling& Recovery Services |
|   | Jeff RitzWillard City Schools  |  X | Carol Robinson Early Intervention  |  | Ashley LichtParent Representative |
|  X | Kari SmithHC Board of DD |   | Beverly Turczyk Dept. of Youth Services | X | Harry Brady Huron County Commissioner |
|   | Janice Warner, CAC EHR/Head Start |  X | Julie WestcottParent Representative   |  |  |

* **Approval of Minutes: March 30, 2022**

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| **Motion 2** | **To approve the March 30, 2022, Special Council Meeting Minutes distributed on July 18th, 2022.**  |
| Motion Made By: | Tim Hollinger | Seconded:  | Carol Robinson |

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| X | Sarah Church, City of Norwalk  |   | Mary HeltonFisher-Titus Medical Center | X | Tim HollingerHuron County Public Health |
|  | Dianna Laughlin, Parent Representative |  X | Dr. Steve Burggraf Family Life Counseling |  X | Lauren Robinson Firelands Counseling& Recovery Services |
|   | Jeff RitzWillard City Schools  |  X | Carol Robinson Early Intervention  |  | Ashley LichtParent Representative |
|  X | Kari SmithHC Board of DD |   | Beverly Turczyk Dept. of Youth Services | X | Harry Brady Huron County Commissioner |
|   | Janice Warner, CAC EHR/Head Start |  X | Julie WestcottParent Representative   |  |  |

* Committee Updates
	1. Service Coordination Management Team
		+ **Approval of the Final SFY20-22 Shared Plan**

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| **Motion 3** | **To approve the Final SFY20-22 Shared Plan distributed on July 19th, 2022.**  |
| Motion Made By: | Tim Hollinger | Seconded:  | Dr. Steve Burggraf |

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| X | Lenora MinorHuron County DJFS |  | Kristen CardoneHuron County MHAS |   | Brad Cooley, NorwalkCity Schools/Jackie White |
| X | Sarah Church, City of Norwalk  |   | Mary HeltonFisher-Titus Medical Center | X | Tim HollingerHuron County Public Health |
|  | Dianna Laughlin, Parent Representative |  X | Dr. Steve Burggraf Family Life Counseling |  X | Lauren Robinson Firelands Counseling& Recovery Services |
|   | Jeff RitzWillard City Schools  |  X  | Carol Robinson Early Intervention  |  | Ashley LichtParent Representative |
|  X | Kari SmithHC Board of DD |   | Beverly Turczyk Dept. of Youth Services | X | Harry Brady Huron County Commissioner |
|   | Janice Warner, CAC EHR/Head Start |  X | Julie WestcottParent Representative   |  |  |

* + - **Approval of the SFY23-25 Shared Plan**

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| **Motion 4** | **To approve the SFY23-25 Shared Plan distributed on July 19th, 2022.**  |
| Motion Made By: | Tim Hollinger | Seconded: | Carol Robinson |

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| X | Lenora MinorHuron County DJFS |  | Kristen CardoneHuron County MHAS |   | Brad Cooley, NorwalkCity Schools/Jackie White |
| X | Sarah Church, City of Norwalk  |   | Mary HeltonFisher-Titus Medical Center | X | Tim HollingerHuron County Public Health |
|  | Dianna Laughlin Parent Representative |  X | Dr. Steve Burggraf Family Life Counseling |  X | Lauren Robinson Firelands Counseling& Recovery Services |
|   | Jeff RitzWillard City Schools  |  X | Carol Robinson Early Intervention  |  | Ashley LichtParent Representative |
|  X | Kari SmithHC Board of DD |   | Beverly Turczyk Dept. of Youth Services | X | Harry Brady Huron County Commissioner |
|   | Janice Warner, CAC EHR/Head Start |  X | Julie WestcottParent Representative   |  |  |

* 1. Executive/Finance Committee Report
		+ **Financial Report Approval: May-June 2022**

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| **Motion 5** | **To approve the May-June 2022 Financial Report, distributed on July 18th, 2022.**  |
| Motion Made By: | Lauren Robinson | Seconded: | Tim Hollinger |

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| X | Sarah Church, City of Norwalk  |   | Mary HeltonFisher-Titus Medical Center | X | Tim HollingerHuron County Public Health |
|  | Dianna Laughlin, Parent Representative |  X | Dr. Steve Burggraf Family Life Counseling |  X | Lauren Robinson Firelands Counseling& Recovery Services |
|   | Jeff RitzWillard City Schools  |  X | Carol Robinson Early Intervention  |  | Ashley LichtParent Representative |
|  X | Kari SmithHC Board of DD |   | Beverly Turczyk Dept. of Youth Services | X | Harry Brady Huron County Commissioner |
|   | Janice Warner, CAC EHR/Head Start |  X | Julie WestcottParent Representative   |  |  |

* + - **Approval of the SFY23 Budget**

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| **Motion 6** | **To approve the Final SFY23 Budget, distributed on July 18, 2022** |
| Motion Made By: | Lauren Robinson | Seconded: |  Tim Hollinger |

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| X | Sarah Church, City of Norwalk  |   | Mary HeltonFisher-Titus Medical Center | X | Tim HollingerHuron County Public Health |
|  | Dianna Laughlin, Parent Representative |  X | Dr. Steve Burggraf Family Life Counseling |  X | Lauren Robinson Firelands Counseling& Recovery Services |
|   | Jeff RitzWillard City Schools  |  X | Carol Robinson Early Intervention  |  | Ashley LichtParent Representative |
|  X | Kari SmithHC Board of DD |   | Beverly Turczyk Dept. of Youth Services | X | Harry Brady Huron County Commissioner |
|   | Janice Warner, CAC EHR/Head Start |  X | Julie WestcottParent Representative   |  |  |

* + - **Approve Expense Reports for OCBF, FCSS & MSY**

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| **Motion 7** | **To approve the SFY22 Expense Reports for the Operational Capacity Building Funds, Family-Centered Services and Supports Fund, and Multi-System Youth Administrative Funds, distributed on July 18th, 2022.**  |
| Motion Made By: | Lauren Robinson | Seconded: | Dr. Steve Burggraf |

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| X | Sarah Church, City of Norwalk  |   | Mary HeltonFisher-Titus Medical Center | X | Tim HollingerHuron County Public Health |
|  | Dianna Laughlin, Parent Representative |  X | Dr. Steve Burggraf Family Life Counseling |  X | Lauren Robinson Firelands Counseling& Recovery Services |
|   | Jeff RitzWillard City Schools  | X | Carol Robinson Early Intervention  |  | Ashley LichtParent Representative |
|  X | Kari SmithHC Board of DD |   | Beverly Turczyk Dept. of Youth Services | X | Harry Brady Huron County Commissioner |
|   | Janice Warner, CAC EHR/Head Start | X | Julie WestcottParent Representative   |  |  |

* Director’s Report
	1. Service Coordinator Position-Has been posted, received lots of applicants, will start interviewing soon.
	2. Quad-County Collaborative-Parent Advocates
		+ Erie County FCFC has secured a grant to cover expenses related to the employment of 2 part-time Parent Advocates to serve Erie, Sandusky, Huron, and Ottawa Counties. Crystal Hemons will serve Huron & Sandusky County and will start on July 25th.
	3. Active Youth Cases:
		+ Service Coordination: 54; Wraparound-6; In Residential Placement (MSY funding)-9
	4. OhioRISE Update: OhioRISECareCoordination@AETNA.com (for questions)
		+ FCFC has begun working with the Care Management Entity (Harbor) on a case for a youth that is eligible for OhioRISE. They were asked to take the lead on the case until Harbor could get their Care Coordinators in place and trained. We will be working with Harbor for youth that are identified as eligible for OhioRISE in the future, but will serve as a team member only.
	5. Live Binder: <https://www.livebinders.com/b/3104189> Niki will be sending the code, so members can access the binder. The binder will include operational information related to the Council including, but not limited to: the Council Bylaws; Service Coordination Mechanism; Shared Plan; Contact information for the Council Members, etc.
	6. Audit Findings Overview-Niki is working with Amy Leibold (JFS) to address the audit findings and created a new financial sheet for the FCFC board.
* Old Business-discussed no longer being able vote via zoom for FCFC, still would offer the option to join the meeting remotely. This would allow members to still be able to participate without voting.
* New Business
	+ Agency Updates
		- Early Intervention- Carol Robinson discussed updates from the EI program.
		- Other Agency Updates-didn’t do this meeting.
* **Adjourn (Motion #8)**

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| **Motion 8** | **Motion to adjourn** |
| Motion Made By: | Lauren Robinson | Seconded: | Tim Hollinger |

 **Next FCFC Meeting: September 21, 2022 @ 9:00 AM**

**Location: Huron County Board of DD**