

**MINUTES**  
**Lorain County Children and Family Council**  
**Executive Committee**  
**December 17, 2018**  
**Held at: Lorain County Administration Building**  
**3<sup>rd</sup> Floor – Lorain County Children Services**  
**226 Middle Avenue, Elyria, OH**

**Present:** Jackie Boehnlein, Chairperson, Kathleen Kern – Vice Chairperson, Elaine Georgas, Secretary, Scott Ferris, Past Chairperson

**Staff:** Doug Messer, Interim, Executive Director

**I. CALL TO ORDER**

Ms. Boehnlein called the meeting to order at 3:06 pm.

**II. APPROVAL OF MINUTES FROM 10/24/18**

Ms. Boehnlein presented the minutes from the Executive Committee meeting of 10/24/18.

**MOTION:** by Ms. Kern, seconded, that the minutes from the 10/24/18 Executive Committee meeting are approved.

**Carried.**

**III. REVIEW OF PROSECUTOR’S OPINION RE: MEMBERSHIP ISSUES**

Mr. Ferris shared the response from the Prosecutor’s office regarding membership on council particular to Juvenile Court and Lorain City Schools. Members discussed the opinion response.

Ms. Boehnlein provided an update on contact with the mayor of City of Lorain who is willing to appoint a designee. Ms. Boehnlein will contact the Mayor to determine who the appointee is.

Mr. Messer indicated there is also an attorney general opinion allowing council to recognize additional members.

Ms. Boehnlein indicated that pursuant to section 3.3 of the bylaws, there is a need to create an ad-hoc nominating committee to recommend additional members. She designated the current Executive Committee plus Mr. Messer as the Ad-Hoc Nominating Committee.

**MOTION:** by Ms. Kern, seconded, that Ms. Pamela Carter and Ms. Jody Barilla are appointed to serve a term not to exceed two years as a n additional member of Council.

**Carried.**

**IV. UPDATE ON BYLAWS**

Mr. Ferris indicated that he has contacted Mr. Covell who will convene one meeting in January, 2019 for the purpose of the updates needed for the bylaws. Members offered suggestions including sections 3.2 (indicating Mandated membership ONLY as pursuant to ORC 121.37, removing Elyria and Lorain Health Department, and adding “if applicable” to the Early Intervention Collaborative representative); 3.3 (making additional members **voting** members); 4.4 updating Quorum (“one half plus one”) and language “good standing pursuant to attendance”; 4.5 “All Members”. Mr. Ferris will share these suggestions with Mr. Covell.

Ms. Georgas reminded members of the amendment details pursuant to section 8.1

**V. PLANNING FOR SHARED PLAN**

Mr. Messer reminded members that the New Shared Plan is effective July 1, 2019. Mr. Ferris recommended the plan includes addressing Trauma Informed Community as a component. Ms. Kern updated members of an upcoming system partner meeting to discuss this trauma informed communities Mental Health, Alcohol and Drug, Children Services and Nord Family Foundation.

Mr. Messer indicated that the Shared Plan is an ongoing document and our current plan includes addressing Parent Coaching, and how to access services but can also be amended.

**VI. FCEF AUDIT RESULTS**

Mr. Messer summarized the State Audit for Council and the procedures that have been made based on the audit.

**VII. NEXT MEETING**

Mr. Messer reminded members that the next Executive committee meeting is scheduled to be held on 01/17/19 at 9:00 am at Community Action Agency.

**VIII. ADJOURN**

The meeting was adjourned at 4:35 pm.

Submitted by:  
Elaine Georgas, Secretary