

**Lorain County Children and Family Council
Meeting Minutes**

Meeting Date: October 11, 2018

Meeting Location: Lorain County Administration Building

Time: 9:00 am – 11:00 am

In attendance: Jackie Boehnlein, Chair (Lorain County Community Action Agency), Kathleen Kern, Vice Chair (Lorain County Board of Mental Health), Elaine Georgas, Secretary (Alcohol and Drug Addiction Services Board of Lorain County), Franco Gallo (Educational Services Center), Amber Fisher (Lorain County Developmental Disabilities), Rebecca Visnyai, Pamela Carter (Parent Representatives), Dave Covell (Lorain County Public Health), Doug Messer, Interim Director, Margarita Nunez – Council Staff

Guests: Alicia Foss – Neighborhood Alliance

I. CALL TO ORDER

The meeting was called to order by Ms. Boehnlein Chair at 9:05 am. Members and guests introduced themselves

II. APPROVAL OF MINUTES

Ms. Boehnlein requested members review the minutes from the June 7, 2018 meeting.

MOTION: by Mr. Covell seconded, that the Children and Family Council meeting minutes of June 7, 2018 are approved as amended.

Carried.

III. ANNUAL REPORT

Mr. Messer presented the FY 18 annual report inclusive of : Program Updates, Early Intervention Statistics, Early Intervention Outreach, Shared Plan Update, Wrap Around Services, and What’s coming FY 19. Members had an opportunity to seek clarification from Mr. Messer regarding this detail

IV. COMMITTEE REPORTS

a. Program, Data and Evaluation

A. Shared Plan 17-19

Mr. Covell reported on the Shared Measurement Indicators of the Shared Plan 17-19. He indicated the committee is focusing on determine other key measures including: time to referral, wait time for help.

B. Shared Plan 20-22, discussion and planning

Mr. Covell indicated the committee is planning to focus on coordinating service needs for individuals accessing UCAN.

Ms. Georgas indicated that the Executive Committee may have input on additional shared plan items for this new plan. Mr. Messer reminded members that the new Shared Plan is due to be finalized in August, 2019.

b. Finance, Budget and Allocation

A. Recommendation for Early Intervention provider

Mr. Messer indicated that the Finance, Budget and Allocation Committee has recommended the selection of Neighborhood Alliance to contract for Early Intervention Service' provision for SFY 2019.

MOTION: by: Mr. Covell, seconded that Council approve Neighborhood Alliance to be the contracting entity for Early Intervention Services for SFY 2019.

Carried. (Ms. Boehnlein abstained).

c. Executive Committee

Ms. Boehnlein reported that the Executive Committee recently met and agreed to meet at least quarterly.

V. NEW BUSINESS

A. AD HOC BYLAWS COMMITTEE

Ms. Boehnlein indicted the need to create an Ad Hoc Bylaw committee as the Executive Committee has reviewed the current bylaws and indicated the need to update these. Mr. Messer will reach out to council members to recruit for serving on this committee.

and Mr. Messer provided an executive summary of the Early Intervention Grant

VI. NOMINATION AND ELECTION OF OFFICERS

Ms. Boehnlein indicated that the officers: Chair, Vice Chair and Secretary are in need of nomination and election.

MOTION: by Mr. Covell that Mr. Ferris is asked to serve as Chair, Ms. Barilla is asked to serve as Vice Chair and Ms. Georgas is nominated to serve as Secretary.

Carried.

Mr. Messer will inquire to Mr. Ferris and Ms. Barilla of their ability/interest to serve in officer capacity.

VII. BOARD/GUEST COMMENTS

Ms. Bohenlein inquired about any board, guest comments. There were none.

VIII. NEXT MEETING

Ms. Boehnlein reported the next council meeting will be held on February 7, 2019 at 9:00 am.

IX. ADJOURNMENT

Ms. Boehnlein adjourned the meeting at 10:05 am.

Submitted by,
Elaine Georgas, Secretary

. **note upon completion of the meeting, it was found that a Quorum of council members was not present at this meeting.