

**MINUTES**  
**Lorain County Children and Family Council**  
**Executive Committee**  
**March 6, 2019**  
**Held at: Lorain County Administration Building**  
**226 Middle Avenue, Lorain, OH**

**Present:** Scott Ferris – Chairperson, Jody Barilla, Vice Chairperson, Elaine Georgas, Secretary, Jackie Boehnlein, Past Chairperson,

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

**I. CALL TO ORDER**

Mr. Ferris called the meeting to order at 9:10 pm.

**II. APPROVAL OF MINUTES FROM 01/17/19**

Mr. Ferris presented the minutes from the Executive Committee meeting of 01/17/19.

**MOTION:** by Ms. Barilla, seconded, that the minutes from the 01/17/19 Executive Committee meeting are approved.

**Carried.**

**III. UPDATE PENDING MATTERS**

Mr. Messer provided updates on matters.

- a. TANF/JFS – Mr. Messer reported meeting with JFS personnel and identified a need for additional documentation for billing for TANF funding for services to TANF eligible families. He has created documentation Guidance Checklists for all programmatic components and is working with CFC staff. Mr. Messer indicated that JFS has extended the prior contract through December 2018 and will have a new contract for the period January- September, 2019.
- b. Staffing – Mr. Messer reported interviewing candidates for council’s intermittent position. He will report as these interviews and job offers progress.
- c. Interagency Agreement – Mr. Messer indicated the Interagency Department agreement is moving forward.

**IV. PLANNING FOR SHARED PLAN**

Mr. Messer reported the consultant is completing her interviews with council members and expects to share a summary in late March. Mr. Ferris reported a scheduled meeting on 4/1/19 at 1:00 pm with the consultant regarding the details and findings. Members discussed the need to forward advance documents to members in anticipation of this meeting. Members ultimately agreed to share the two page document (Key Ingredients for Trauma-Informed Care) and an excerpt from ORC 121.37 defining the duties of local councils to members. Mr. Messer will send these details to members to prepare for the 4/1/19 meeting.

**V. ITEMS FOR FUTURE CONSIDERATION**

Members discussed Mr. Ferris' upcoming retirement which will move Ms. Barilla into the Chairperson capacity for the remainder of the year. Members also discussed the need to then fill the Vice Chairperson vacancy once this occurs.

**VI. NEXT MEETING DATE**

Mr. Messer will inquire with our parent representatives of dates and times they are able to participate on Executive Committee. Once he determines this he and Mr. Ferris will announce the next Executive Council meeting.

**VII. ADJOURN**

Mr. Ferris adjourned the meeting at 10:15 am.

Submitted by:  
Elaine Georgas, Secretary