

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

Meeting Date: April 22, 2008

Meeting Location: Lorain County Board of MRDD

Time: 9:00 – 11:00 am

In attendance:

Kathryn Boylan, Chair; Karen McIlwaine, Vice Chair; Elaine Georgas, Secretary; Melissa Stefano, Director; Beverly Wilson, LCCFC; Cindy Spillman, LCCFC; Theresa Prihoda, LCCFC; Sandra Ballard, LCCFC; Linda Moore ECHD; Deborah Conner ECHD; Dale DeGirolamo, SERRC; Martha Davers, CCRC; Victoria Stavlas, FWC; Amber Fisher, MRDD; Mary Camp, PAT; Rebecca Visnyai, Parent Rep; Gary Crow, LCCS; Brenda Alexander, LCCS; Charles Neff, LCBMG; Terry Tomaszewski, LCHD; Tom Stuber, LCADA; Mary Lou Wellman, CC; Ashley Scott, Parent; Ian Fraser, DYS; Catherine Gabe, CTC; Angela Burke, Parent Rep.

I. Call to Order

Meeting called to order by Kathryn Boylan, Chair.

II. Welcome new director

Ms. Boylan introduced the new CFC director – Melissa Stefano.

III. Introduction of Guests

Ms. Boylan requested guest introduce themselves.

IV. Approval of Minutes

Mr. Neff made a motion, which was seconded, to approve the minutes from the 10/17/07 annual meeting. The motion passes.

V. Committee Reports

a. Executive Committee

Ms. Boylan and Ms. Camp reported that the Parents as Teachers will not be a contract under Help Me Grow. The program is seeking an entity that will house the program to continue.

Ms. Boylan reported there may be changes to the by-laws for the CFC which will be presented to the council before their next meeting

b. Communications and Marketing

Ms. McIlwaine reported that she has developed a council handbook that may be of use for new members. This was put together with the assistance from the CSI intern.

Ms. McIlwaine reported she attended the Wayne County CFC meeting and the northeast Ohio Regional Family Network and has returned with ideas that may assist our council with roles of families and retention of parent representatives.

Ms. McIlwaine reported her next task is to develop an informational brochure of the council.

Ms. Boylan reported that the Midway Mall is opening a community center that can be used for entities to assist the community in receiving services. The Elyria City Health Department is in the center two days monthly.

VI. Financial Report

Ms. Stefano provided a Year to date financial summary for July – April of the council’s activities for grants (TANF, Part C, GRF, Children’s Trust Fund, Access to Better Care, Administrative). Financial data for the Help Me Grow providers and referral data was also shared.

Ms. Stefano reported she is working with the state auditors with the determination of identifying adjustments to clear the categorized advances from the commissioners.

Ms. Stefano reported there exists approximately \$4,600 in TANF that she would like to use for marketing and promotions – this amount cannot be used for purchasing of items. Ms. Golski suggested council staff contact Peggy Thorpe for verification as to the use of these funds.

VII. Director’s Report

- a. Ms. Stefano reported that the HB 289 status report is due July, 2008. She is seeking members to assist on a working committee to finalize this report based on the plan’s response to community needs.
- b. Ms. Stefano reported that the Children’s Trust Fund report is due soon – the emphasis on this fund is to reduce abuse and neglect.
- c. Ms. Stefano distributed guidelines from the Governor’s office for council’s to prepare for the first Lady Mrs. Strickland’s visit. A workgroup will convene to assist in the planning of this event. Members were encouraged to assist in this planning and participating at this visit.
- d. Ms. Wilson gave an update on the Help Me Grow Program
 - A. An RFP will be published soon for solicitation of services for 2009
 - B. The Part C grant is due on May 5, 2008
 - C. As a service learning project, the CSU intern (Ashley) is participating Help Me Grow
 - D. Ms. Prihoda provided the following update on behalf of the parents
 1. 3 support groups continue with varying participation in numbers of families: multiple birth (12 families), special needs (8 families), preemie group (struggling to meet). There are plans to begin a group for teen moms.
 2. Matthew’s lending library is beginning to compile resource materials as they are purchased.
 3. Ms. Angela Burke is a state parent representative – she is able to take local concerns and ideas to this network.

VIII. Old Business

Ms. Boylan reported there was not old business.

IX. New Business

- a. *Once Around – Updates from Council members*
Members were provided the opportunity to share a bit of issues, concerns, announcements.
- b. *Strategic Planning Sessions*
- c. *Council Meeting Schedule*
- d. *Committee Meeting Schedules*

X. Adjournment