



Ottawa County Family &  
Children First Council

# COUNCIL MINUTES

Ottawa County Family & Children First

7.9.2021 | 9:00-10:00 a.m. |

## Attendance:

Member	Member Agency	Present	
		Yes	No
Adkins, Pat	Port Clinton City Schools, Superintendent*		X
Bingham, Jerry	Ottawa County Health Department*	X	
Buehler, Cari	Danbury Local Schools		X
Chasteen, Mandi	Parent Representative*	X	
Cook, Staci	East Toledo Family Center – HMG Home Visiting*	X	
Cornett, Connie	Ottawa County Family Advocacy Center*		X
Douglas, Don	Ottawa County Commissioner*	X	
Gilchrist, Carlyne	Parent Representative*	X	
Gray-Moore, Janet	Parent Representative*		X
House, Ruthann	Great Lakes Community Action Partnership*		X
Kowal, Stephanie	Ottawa County Department of Job & Family Services, Director*	X	
Levorchick, Steve	Ottawa County Sheriff's Office & Association of Police Chiefs*	X	
Matthews, Tami	Joyful Connections/ECCC Representative*	X	
Miller, Laura	Fireland's Counseling & Recovery*		X
Parmigian, Guy	Benton Carroll Salem Schools, Superintendent*		X
Retig, Tim	Woodmore Schools*	X	
Rivera, Lonny	North Point Educational Service Center	X	
Schalk, April	United Way in Ottawa County*		X
Schlagheck, Katie	Ottawa County OSU Extension, Extension Educator*	X	X
Singerling, Jessica	United Way in Ottawa County		X
Slusser, Melinda	Ottawa County Board of Developmental Disabilities, Superintendent*	X	
Snider, Mike	City of Port Clinton, Mayor*		X
Strouse, Shanna	Ottawa County Probate Court	X	
	Ohio Department of Youth Services*		
Non-Voting	Representing	Present	
		YES	NO
Beck, Bobbi	Ottawa County Board of DD, Family Support Specialist		X
Carles, Amy	Ohio's Consumer Counsel		X
Gottron, Natalie	Ottawa County FCFC WrapAround Coordinator	X	
Hany, Frederick	Ottawa County Juvenile Court Judge	X	
Osborne, Margaret	Ottawa County FCFC Director	X	
Walterbush, Ashley	Family Advocacy Center	X	

**1. Call to Order & Consent Agenda A**

After confirming the quorum, council chair, Ms. Kowal, officially called the meeting to order.

- Review and approval of the agenda.
- Review and approval of minutes of May 14, 2021, FCFC meeting.
- Review and approval of minutes of June 16, 2021 FCFC Executive Council meeting.

Motion to approve by Mr. Lonny Rivera, second by Ms. Tami Matthews. Motion carried.

**2. Administrative Agent Report**

Commissioner Douglas stated that things are going well and fiscally on track for the year.

**3. Initiative Updates**

Family Support Specialist: Ms. Slusser reported for May & June 2021. The report is in your packets. Two in-person sib-shops in June and will be doing more in July.

Early Intervention: Early Intervention is serving 36 families, 32 eligible and 4 in the eligibility determination phase. There were 3 referrals in May & 3 in June. Ms. Slusser shared a story of a child served in early intervention.

Help Me Grow Home Visiting: Ms. Cook shared that Home Visiting is currently serving 14 families. In August they will be face-to-face visits. New home-visitor starting next month. Eligibility for home visiting: is at-risk family and first time parent or if parent is a veteran it is an automatic qualifier.

Drug-Free Collaborative:

DART Team Update: reported that for 2020 there were 7 overdose deaths. 2021 Statistics so far there have been 15 overdoses and 3 deaths. Narcan distribution is continuing. If anyone needs any overdose resource cards, let him know. The team is linking the survivors to treatment. The trend now is the switch from heroin as you don't have overdoses on meth or crack like you would on fentanyl.

Start Program Update: The Start Peer Mentor is full-time again. They currently have 3 families active. The state recently expanded the program into more counties, approximately 52, and as a result of that there is a limited amount of funds available to counties, however, they will be able to bill for federal reimbursement starting in October to offset some of the program expenditures

Sheriff/Jail Update: Ottawa County's canine-assisted Seneca County Sheriff's office last week with a search of their jail and found meth. Proud of Ottawa County's jail as we have been able to keep the drugs out of the jail via the body scanner, which detected a bullet in a person's body and some marijuana. Great collaboration between staff and the courts to reduce/eliminate inmate jail sentences and therefore have kept Covid out of the jail. The jail is also offering vaccines to inmates.

Overdose Awareness Day: Tuesday, August 31st at 1:00 on Courthouse lawn. Confirmed speakers: Mircea Handru, the Director of the Sandusky Seneca & Wyandot Mental Health Board (Ottawa will be joining this fall); and Sheriff Levorchick. We are in the process of asking Judge Wargo; a person in recovery and a caregiver/grandparent from the GrandLove program.

Communities Talk Stipend: This stipend received from SAMHSA to address underage drinking issues specifically, or other substance use and mental health issues directly related to underage drinking in the community. Outreach will happen via social media. In addition, the group is looking for a speaker to bring to the schools, possibly Tony Huffman again. The cost of the presentation will be

covered through SOAR dollars through the Mental Health & Recovery Board. Another idea was to see if anyone is available to talk about the BGSU hazing incident.

Ottawa County Celebrates Recovery – September. In addition to resources posted through social media, we plan to ask community members and agencies to do selfies to post throughout the month to support those in addiction and recovery.

The next meeting is on August 18 at 9:30 a.m. and “in-person” at the EOC room in the basement of the courthouse. Margaret is bringing donuts!

#### NWO Children’s Trust Fund Prevention Council:

Ms. Strouse relayed that in the US Health & Human Services 2020-21 Prevention Guide the Northwest Ohio Prevention Council was recognized for the Trauma Trainings for Early Childhood. RFGA’s were posted and the council met and voted. After the vote some of the funding amounts changed and we wanted to ensure the agencies wanted to move forward. More information will be coming after our July meeting. A parent survey to gather information about program development in Northwest Ohio was sent out and over 130 parents participated. The next meeting is scheduled for July 28 in person in Bowling Green.

#### WrapAround:

Ms. Gottron reported she is currently serving 14 families with one additional family in the referral phase. Of the 14 families:

- 3 families have 2 of their children involved in the wraparound plan
- 2 youth are in residential placement - One who was recently placed for suicidal and homicidal ideations, while the other youth will hopefully be released sometime in October.
- Recently had a youth return home after being placed at a residential facility to receive help with substance abuse. Since his return home he remains sober, is attending AA meetings, and is on his way to getting a job.
- 1 family in the transition phase of wraparound and they will successfully complete the program in August. A follow up meeting will happen 3 to 4 weeks after their transition to ensure they are continuing success. We are hoping to begin a transition with two other families by the end of this month.

Wraparound referrals have been consistent, receiving 3 in May and 2 in June.

In your packets we have included two graphs that have been updated since our last meeting. The top graph shows the number of youths served from each school district. With the additional referrals received, 4 have been added to Benton Carroll Salem School District and 1 for Woodmore Local Schools. The bottom chart shows the needs identified for each youth. Mental Health is still the most identified need for all youth that are served.

Ms. Gottron & Ms. Osborne will be attending two Fidelity EHR virtual training sessions at the end of this July. This system is an electronic health record where we can track a youth and families progress from start to finish. This training will allow us to provide more concrete data to council.

## **4. Coordinator Report**

### **FCFC Audit Calendar Year 2019 & 2020**

The audit of the council’s financials for calendar years 2019 and 2020 was completed in June. In your packets is a copy of the report on the details of the audit. The audit identified material weakness, in that we were required to include footnotes regarding Covid-19 and fund balance. The reporting in the Hinkle system was also not correct in that encumbered and unencumbered fund

balances were used to denote the general fund and special revenue balances. The firm recalculated the balance by reviewing past audits and the different types of receipts and disbursements. The total fund balances as originally presented are unchanged, but there are differences for each fund type – general and special revenue.

It was recommended that the council establish a means to tracking the fund balance of each special revenue fund, specifically a spreadsheet to track grant fund balance which can be reconciled with the reports from the county auditor. This is not anything we will need to create as Ms. Osborne has this created already and tracks each fund separately. This has been shared with the auditing firm and we have been told this will assist in the tracking of receipts and disbursements for the next audit cycle for the council.

#### Mental Health & Recovery Board of Erie & Ottawa County FY22 Requests

Two requests were submitted for approval, wraparound, and counseling to assist those in crisis – specifically when we are bringing a youth home from residential. Both were funded at half the request due to the fact the board is dissolving later this year. Wraparound was funded at \$15500 and the crisis counseling at \$12500.

#### Ottawa County Juvenile Court DYS Grant

We requested \$16000 for the wraparound program. As of today's date, the court is still awaiting the decision from DYS.

#### Ottawa County Community Foundation 2021 Grant Award

We were awarded \$750 from the foundation. This was used to purchase a larger printer for our office. We are hoping to get a fax line set up within the next few months.

#### Strong Families Safe Communities FY22 Grant Award

The six-county collaborative was awarded grant funds for FY22, in specific \$50000. The funds will be used towards the wraparound program, specifically towards salary, supervision, and mileage. We are hoping to take advantage of peer mentors this coming year to assist families within the wraparound process.

#### Communities of Support Grant Award FY2021 & FY22 Grant Application

We were awarded the grant for FY2021 and will be applying for FY22. The funding will allow us as a council to ensure necessary collaborative cross-system work can best meet the needs of children and families, relating around with CARA (Comprehensive Addiction and Recovery Act) plans of safe care, qualified residential treatment program level of care assessments, and community-based aftercare planning for children discharged from residential treatment settings. If we are awarded, we as a county will assess our local needs for the priorities, establish best practices and prepare for any necessary budget considerations for implementation and/or sustainability. This is critical work that needs to happen at a county level which will help us plan and allow the state to determine the next steps for policy and practice.

Concerning the CARA plans of safe care, since Ottawa County does not have a birthing hospital, the committee will collaborate with neighboring county partners on the implementation of these plans.

#### Multi-System Youth Grant Agreement FY22/23

We submitted a renewal of the Multi-System Youth Grant Agreement for FY22/23 in June. This allows us to access MSY funds through the Ohio Department of Medicaid for services to multi-system youth to prevent custody relinquishment. The agreement is also for technical assistance through the state if the county has a complex case.

This funding has assisted us with residential care for 3 Ottawa County youth totaling \$219,982.00. To give you a little perspective on how this program has grown over two years, in

- SFY20 Funds Authorized \$4,838,622.98
- SFY21 Funds Authorized \$14,321,285.90

We did apply for funding for a fourth youth, but since the youth was currently in placement the MSY team did not feel the application fit the "crisis" definition.

In June we applied for an urgent application for residential funding for a youth involved with Juvenile Court with the diagnosis of suicidal and homicidal ideation. We received notification last Friday that we were approved. Applying for this funding isn't just completing an application and submitting it. The family must be in wraparound for at least a month. With this particular family, we submitted team meeting minutes, along with copies of the IEP, medical information including psychological and diagnostic testing. Once we received this we worked with Juvenile Court to coordinate transport through the Sheriff's office to the residential treatment facility. We then had to coordinate with Juvenile Justice Center to ensure the youth had a negative Covid test before transport. Now that the youth is in residential, wraparound will continue to meet with the team, including the teen and their support staff at the facility. We will work closely with the facility and even though the teen just arrived, we will begin the transition plan back home ensuring the youth has the proper supports.

#### Belmont Pines Hospital Contract

Consent Agenda B lists the contract with Belmont Pines for the residential care for the youth recently placed.

#### FCFC and Statewide Initiatives

If you aren't already aware, there have been lots of changes over the last year and there are more to come. Included in your packet are 4 pages of infographics on how Family & Children First is intertwined through all the programs. FFPSA (Family First Prevention Services Act) Ohio Rise (a specialized managed care program for youth with complex behavioral health and multi-system needs), MSY (children and teenagers with complex developmental and behavioral health needs that cannot be met by a single state or local agency. The primary goal of this funding was to prevent custody relinquishment), Children Services Transformation (which focus is that children deserve safe families and communities that prioritize their best interests and family of origin, that they have access to a standard level of care no matter where they live, and that children should be raised in family-based settings and have a family to call their own before becoming an adult) and our new Communities of Support Grant which will allow us to plan for the youth we serve.

Ms. Osborne and Ms. Kowal would like to utilize some of our community of supports funding to bring someone to assist the council and our partners with the implementation of our planning phase for Community of Supports and to assist in ensuring we understand the changes that are happening and what's to come. Ms. Osborne contacted Mr. Rick Sheppler, who is the Director at the Center for Innovative Practices at Case Western University to inquire if he would be willing to assist us in this. Once I hear back from him and if he is willing, I will send an email on the scheduling.

#### Member Contributions

Just a reminder that Ms. Osborne will be sending out letters to members asking for the annual contributions. Mandated members are asked to contribute \$2000 and non-mandated members \$1000. This assists us in meeting mandated responsibilities and services to the community and is a crucial piece to our budget and our future endeavors.

#### Shared Plan Update FY21 & FY22

It's that time of year to review our shared plan, update the plan, and if needed add priorities. After the review, Ms. Osborne will submit the update to Ohio FCFC. Data regarding wraparound/service coordination is included in your packet. We did add the "Handle With Care" model as a priority last year and training happened last fall, however, Covid delayed the startup of the program as schools were overwhelmed due to the pandemic. We have 3 law enforcement agencies willing to assist and participate from two school districts. School Resource Officers (SRO) of both these districts will be training their school district staff on the model with the next school year. Council members were asked if there were any recommendations or additions needed to be added to the shared plan and response was no.

#### Consent Agenda B

Ms. Osborne reviewed the financial reports, current invoices and approvals for contracts listed on Consent Agenda B.

#### By-laws Update

In your packet is a copy of our council by-laws with changes in red. The changes reflect adding specific members that joined the council within the past two years, and the addition of mandated council members and the Ottawa County Probate Court Administrator to the Executive Committee. There is the requirement that council members receive the proposed changes within 7 days of our meeting and requiring 50% of voting members present be amended. Please review and comment to Ms. Kowal or Ms. Osborne before the next council meeting. Please note that Ms. Osborne will be confirming your essential attendance so we can approve them.

#### 5. **Consent Agenda B recommends the council to approve Financial Reports, Current Invoices and recommendations –**

1. May 2021 & June Financial Reports.
2. Abraxis Invoices: May \$5781.81; June \$2611.14 = Total: \$8392.95
3. Amazon Invoice for Office Supplies \$88.84; \$749.89
4. Enter into contract with Mental Health & Recovery Board Erie & Ottawa Counties FY22 - July 1-
5. December 31, 2021 for WrapAround services not to exceed \$15,500.
6. Enter into contract with Mental Health & Recovery Board Erie & Ottawa Counties FY22 – July 1-
7. December 31, 2021 for social worker to work with at-risk children not to exceed \$12,500.
8. Enter into contract with Belmont Pines Hospital for \$357/day beginning July 8, 2021 through youth discharge date or December 31, 2021, whichever is sooner.
9. Ottawa County Commissioners June & July 2021 Rent \$261.00/month = \$522.00.
10. Riverview Nursing Home Avaya Phone System \$38.00 (June) & \$38.00 (July) = Total: \$76.00.
11. Zoom accounts (2) for May 27, 2021 – May 26, 2022 invoice - \$211.91.
12. Walmart – cellular minutes card for 365 days \$495.00.
13. Mileage reimbursement February 3, 2021- June 25, 2021 – Osborne \$207.20; Gottron \$196.00.
14. Approval for Shared Plan update for FY21/FY22.
15. ODJFS FY2022 Sub-grant Agreement

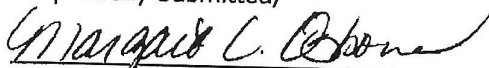
Motion to approve by Mr. Tim Retig, second by Ms. Katie Schlagheck. Motion carried unanimously.

**4. Member announcements** – member organizations shared announcements.

**5. Adjournment** – Motion to adjourn.

**The next meeting is scheduled for September 3, 2021, at 9:00 a.m.**

Respectfully Submitted,

  
Margaret Osborne, Coordinator

Approved,

  
Stephanie Kowal, Chair