



OTTAWA COUNTY Family & Children First Council

Minutes
Council Meeting
January 3, 2025

Attendance: *Quorum = 9*

MANDATED MEMBER	PRESENT	ASSOCIATE MEMBER	PRESENT
Adkins, Patrick Port Clinton City Schools Largest School District	X	Gerwin, Kristen Oak House	X
Bergman, Cathy Benton Carroll Salem Schools All Other School Districts		Gregory, Hal North Point Educational Service Center	X
Bingham, Gerald Ottawa County Health Department	X	Lowe, Stephanie Ottawa Residential Services, Inc.	
Brooks, Heather Parent Representative	X	Mangas, Scott Put-In-Bay Schools	
Crist, James Ottawa County Board of DD	X	Mata, Krysta United Way in Ottawa County	
Delucio, Denise Department of Youth Services	X	Schlagheck, Katie Ohio State University Extension	X
Douglas, Donald Ottawa County Board of Commissioners	X	Strouse, Shanna Ottawa County Probate Court	X
Gray-Moore, Janet Parent Representative		Thompson, Holly East Toledo Family Center, Help Me Grow	
Handru, Mircea Mental Health & Recovery Services Board		Walterbusch, Ashley Family Advocacy Center	
House, Ruthann Great Lakes Community Action Partnership Head start	X	Wise, Mercedes Danbury Local Schools	
Kowal, Stephanie Ottawa County Dept. of Job & Family Services	X		
Mahler, Traci Parent Representative			
Morgan, Richard City of Port Clinton/Largest Population	X		
Villarreal, Heather Joyful Connections/Local Non-Profit	X		
NON-VOTING MEMBER	PRESENT	GUEST	PRESENT
Ambrozy, BethAnn Help Me Grow Home Visiting		Miller, Laura Firelands Counseling and Recovery	X
Smalley, Angela OhioRISE			
Hany II, Frederick Ottawa County Juvenile and Probate Court	X		
Miller, Laura Firelands Counseling and Recovery	X		

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 the November 1, 2024 FCFC meeting.

Motion to approve: **Gerald Bingham** second: **Katie Schlagheck**. Motion carried.

Administrative Agent Report

Mr. Douglas reported funds balance on November 30, 2024 (latest data available) to be \$420,992.48. As of November 30, 2024, calendar year 2024 revenue was \$248,754.73 and expenses were \$227,844.31. Membership contributions pledged this year were \$23,000 and \$18,000 has been received. Additional reminders were sent regarding outstanding balances on the 26th.

Governance - N/A

Initiative Updates

Early Intervention: 43 Children are eligible and on an Individualized Family Service Plan. 14 are currently in the process of eligibility determination. There were 11 referrals in October and 7 in November. 86 youth are working with SSA's and 4 are on waivers. There were 2 referrals in October and 3 in November.

Help Me Grow Home Visiting: No report provided.

NWO Children's Trust Fund Prevention Council: FCFC is working with Prevention Council to bring a locally focused Parent Advocacy Event to Ottawa County.

Wraparound: See attached report.

OhioRISE: OhioRISE received 14 referrals in November and 9 in December. Referral sources were: Insurance - 12, FCFC - 3, Schools - 3, NYAP - 2, Board of DD - 1, JFS - 2. Harbor is currently serving 31 youth in Ottawa County and 5 families are currently open with Parent Peer Support. 2 families have been referred to FCFC for continued support and there are no children currently in residential treatment facilities accessing MSY funding.

Department of Youth Services: One child is currently committed to Indian River Juvenile Correction Facility and is eligible for parole review.

Executive Director Report – See Attached.

- In addition, FCFC will be creating a new County Shared Plan for SFY26-28. Planning session will be February 27, 2025, and facilitated by Carrie Sanchez from North Point Educational Service Center.
- 2025 Service Coordination Mechanism draft was sent out for review; approval will be requested in Consent Agenda B. There was no further discussion and no questions.
- SFY 25 Meetings: if the 1st Friday of odd months rule is followed, FCFC will have a scheduled meeting on Independence Day. Upon discussion and suggestions, Council proposed moving the July meeting to the 2nd Friday of the month, which will be approved at the May meeting.

Executive Session: Executive Session was requested for the purposes of discussion of compensation of public employees of officials. Motion to enter executive session by **Pat Adkins** at **9:27AM**, second by **Ruthann House**. Motion carried. Executive session concluded at 9:30AM.

Motion to approve proposed 5% pay increase for Executive Director effective December 29, 2024, and Youth Services Coordinator effective upon completion of 180 day probation period (April 5, 2025) by **Heather Villarreal**, second by **James Crist**. Motion carried.

Consent Agenda B Review

Consent Agenda B recommends the council to approve financial reports and recommendations.

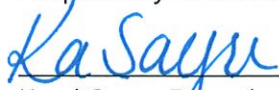
Motion to approve the Consent Agenda B: **Cathy Bergman**, second: **Ruthann House**. Motion carried.

Approved (items): 1-18 Opposed: 0 Abstained: 1 each, items #3, 5 and 13.

Member announcements – member organizations shared announcements.

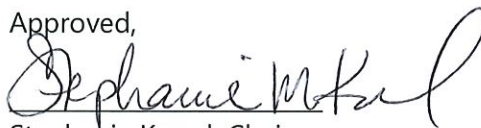
Adjournment – Motion to adjourn by **Pat Adkins**, second by **Kristen Gerwin**.

Respectfully Submitted,



Kami Sayre, Executive Director

Approved,



Stephanie Kowal, Chair



MANDATED MEMBER	SIGNATURE
Adkins, Patrick, Port Clinton City Schools	<i>Patrick Adkins</i>
Bergman, Cathy, Benton Carroll Salem Schools	
Bingham, Gerald, OC Health Department	<i>Gerald Bingham</i>
Brooks, Heather, Parent Representative	<i>Heather Brooks</i>
Crist, James, Ottawa County Board of DD	<i>James Crist</i>
Delucio, Denise, Department of Youth Services	<i>Denise Delucio</i>
Douglas, Donald, OC Board of Commissioners	<i>Donald Douglas</i>
Gray-Moore, Janet, Parent Representative	
Handru, Mircea, Mental Health & Recovery Services Board	
House, Ruthann, Great Lakes Community Action Partnership	<i>Ruthann House</i>
Kowal, Stephanie, OC Dept. of Job & Family Services	<i>Stephanie Kowal</i>
Mahler, Traci, Parent Representative	
Morgan, Richard, City of Port Clinton	<i>Richard Morgan</i>
Villarreal, Heather, Joyful Connections/Local Non-Profit	<i>Heather Villarreal - did not sign in</i>
ASSOCIATE MEMBER	
Gerwin, Kristen, Oak House	<i>Kristen Gerwin</i>
Gregory, Hal, North Point Educational Service Center	<i>Hal Gregory</i>
Lowe, Stephanie, Ottawa Residential Services, Inc.	
Mangas, Scott, Put-In-Bay Schools	
Mata, Krysta, United Way in Ottawa County	
Schlagheck, Katie, Ohio State University Extension	<i>Katie Schlagheck</i>
Strouse, Shanna, Ottawa County Probate Court	<i>Shanna Strouse</i>
Thompson, Holly, East Toledo Family Center, Help Me Grow	
Walterbusch, Ashley, Family Advocacy Center	
Wise, Mercedes, Danbury Local Schools	
NON-VOTING MEMBER	
Ambrozy, BethAnn, Help Me Grow Home Visiting	
Hany II, Judge Frederick, OC Juvenile and Probate Courts	
Sayre, Kami, Family & Children First Council	
Smalley, Angela, OhioRISE	
Williams, Morgan, Family & Children First Council	<i>Morgan Williams</i>
GUEST (Name and Organization)	
<i>Laura Miller - Finland's Counseling</i>	



OTTAWA COUNTY
Family & Children
First Council

AGENDA

1.3.2025 | 9:00 a.m.

Location: 8043 W State Route 163, Oak Harbor

Chair: Stephanie Kowal, OCDJFS
Vice Chair: Shanna Strouse, OCJC
Council Director: Kami Sayre

Vision: That every child in Ottawa County will feel safe and secure within a stable family.
Mission: Serve as an agent of collaboration for all public and private agencies willing to participate as partners in the effort to help families stay together. Partnerships will be developed as necessary to meet the multiple needs of our children and their families.

Item	Speaker
Welcome and Introductions	Stephanie Kowal, Chair
Consent Agenda A	Chair
Administrative Agent Report	Commissioner Don Douglas
Initiative Updates	
➤ Jim Crist – Early Intervention	
➤ BethAnn Ambrozy – HMG Home Visiting	
➤ Tami Matthews – NWO Children’s Trust Fund Prevention Council	
➤ Morgan Williams – Youth Service Coordination	
➤ Angela Smalley – OhioRISE	
➤ Denise Delucio – Department of Youth Services	
Director’s Report	
➤ Shared Plan SFY 23-25	Kami Sayre
➤ Upcoming Shared Plan	
➤ Service Coordination Mechanism Discussion	
Executive Session for the purposes of discussion of compensation of public employees or officials	Chair → Pat Adams / Ruthanne Dase 9:27am / Return
Consent Agenda B	Chair 9:30am
Member Announcements	
Adjournment	Chair

Upcoming
Meetings:

Ottawa County Family & Children First Council

March 7, 2024

1.3.2025 | 9:00 a.m.

Consent Agenda A

We, the Ottawa County Family & Children First Council, approve of the following items:

1. Agenda for the January 3, 2025, Family & Children First Council Meeting.
2. Minutes from the November 1, 2024, Family & Children First Council Meeting.

Be it resolved by:

Motion: Jerry

Second: Katil

Approve:

Julie Benge
James C...
Kristen Ben
Ann
Kayse
Shanna House
Brooks
P

Denise Belin
Cathy Bergman
Pabb
Harv Ann
Eda Taylor
Shanna House
Stephanie MRP

Oppose:

Abstain:

1.3.2025 | 9:00 a.m.

Consent Agenda B:

We, the Ottawa County Family and Children First Council, approve of the following items:

1. Commissioner's approved contract with Family Advocacy Center.
2. Commissioner's Subgrant agreement with Lucas County for Strong Families Safe Communities carryover.**
3. 2025 Calendar Year Budget
4. Service Coordination Mechanism
5. 2025 Lease Agreement
6. Amazon Capital Services - \$263.58
 - 11/7 - \$98.99, 11/7 - \$164.59
7. Great America Financial \$246.65
 - 10/31 - \$126.20
 - 11/27 - \$120.45
8. Health Insurance \$3026.00
 - 10/29 - \$1513.00, 11/13 - \$1513.00
9. Kami Sayre \$928.53
 - 11/5 - \$361.53
 - 11/12 - \$201.0
 - 11/12 - \$41.54
 - 11/12 - \$21.44
 - 11/12 - \$303.02
10. Morgan Williams \$85.63
 - 11/7 - \$85.63
11. Medicare Interface \$212.56
 - 10/11 - \$33.13, 10/25 - 59.81, 11/8 - \$59.81, 11/22 \$59.81
12. Mutual of Omaha Life Insurance \$18.00
 - 10/17 - \$6.00, 11/14 - \$12.00
13. OC Commissioners \$1622.40
 - 10/10 - \$276.00, 10/10 - \$1034.00, 11/7 - \$276.00, 11/7 - \$36.00
14. OC Sheriff - \$30.00
 - 11/7 - \$30
15. Payroll \$14658.44
 - 10/11 - \$2284.61, 10/25 - \$4124.61, 11/8 - \$4124.61, 11/22 - \$4124.61
16. Public Employees Retirement System \$1826.39
 - 10/16 - \$929.10, 11/20 - 897.29
17. Riverview (Phone System) \$76.00
 - 10/10 - \$38.00, 11/7 - \$38.00
18. Verizon Wireless \$99.54
 - 10/24 - 49.76, 11/27 - 49.78

**Addendum to consent agenda B after meeting materials were sent.

1.3.2025 | 9:00 a.m.

Consent Agenda B:

Motion: Carry

Second: Put to rest

Approve:

Paul H. Borge
James H. Borge
Kristen Gervin
XVim
Kate Selles
Shanna Storme
Brooks
R

Denise Belin
Cathy Bergman
Lat Lab
Harv Ar
Ed. A. Taylor
Ruthann House
Supremie Korf

Oppose:

Abstain:

Shanna Storme #3
Ed. A. Taylor #5 & #13

October Expenses/Revenue

10/10/2024	Ottawa County Commissioners	Tech Support	\$ 1,034.40
10/10/2024	Ottawa County Commissioners	FCFC Rent October	\$ 276.00
10/10/2024	Riverview Healthcare Campus	October Phone	\$ 38.00
10/11/2024	Payroll	Sayre	\$ 2,284.61
10/11/2024	Medicare Interface	Sayre	\$ 33.13
10/16/2024	PERS	Sayre 639.69/Benner 289.41	\$ 929.10
10/17/2024	Life Insurance	Sayre	\$ 6.00
10/24/2024	Verizon Wireless	9/6/2024-10/5/2024	\$ 49.76
10/25/2024	Payroll	Sayre 2284.61 /Williams 1840	\$ 4,124.61
10/25/2024	Medicare Interface	Sayre 33.13/Williams 26.68	\$ 59.81
10/29/2024	Health Insurance	Sayre 1513	\$ 1,513.00
10/31/2024	Great America Financial Services	Ricoh Copier #37717774	\$ 126.20

10/18/2024	OFCC	FCSS Reimbursement	\$ 874.44
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November Expenses/Revenue

11/5/2024	Kami Sayre	Mileage - August, September, October	\$ 361.53
11/7/2024	Amazon	Office - Invoice #17PH-TK4H-4431	\$ 98.99
11/7/2024	Amazon	Office - Invoice #1GHD-YDJ7-HD7Q	\$ 164.59
11/7/2024	Morgan Williams	Mileage - October	\$ 85.63
11/7/2024	Ottawa County Commissioners	FCFC Rent November	\$ 276.00
11/7/2024	Ottawa County Commissioners	Oral Drug Swab - Williams	\$ 36.00
11/7/2024	Ottawa County Sheriff	Web Check - Williams	\$ 30.00
11/7/2024	Riverview Healthcare Campus	November Phone	\$ 38.00
11/8/2024	Payroll	2284.61 Sayre/Williams 1840	\$ 4,124.61
11/8/2024	Medicare Interface	Sayre 33.13/Williams 26.68	\$ 59.81
11/12/2024	Kami Sayre	Mileage - OFCFC Conference	\$ 201.00
11/12/2024	Kami Sayre	Mileage - NW Ohio Children's Trust Fu	\$ 41.54
11/12/2024	Kami Sayre	Mileage - Sandusky County FCFC	\$ 21.44
11/12/2024	Kami Sayre	OFCCA Conference Hotel	\$ 303.02
11/13/2024	Health Insurance	Sayre 1513	\$ 1,513.00
11/14/2024	Life Insurance	Sayre 6/Williams 6	\$ 12.00
11/20/2024	PERS	Sayre 639.69/Williams 257.60	\$ 897.29
11/22/2024	Payroll	2284.61 Sayre/Williams 1840	\$ 4,124.61
11/22/2024	Medicare Interface	Sayre 33.13/Williams 26.68	\$ 59.81
11/27/2024	Great America Financial Services	RICOH COPIER #37940491	\$ 120.45
11/27/2024	Verizon Wireless	10/6/2024-11/5/2024	\$ 49.78

11/14/2024	Ottawa County Juvenile Court	DYS Grant	\$10,150.00
11/14/2024	Ottawa County Commissioners	Membership Contribution	\$ 2,000.00
11/19/2024	MHRSB	Levy Grant	\$10,000.00

October Revenue	\$ 874.44
October Expenses	\$ 10,474.62
November Revenue	\$ 22,150.00
November Expenses	\$ 12,619.10
Calendar Year to Date Revenue	\$ 248,754.73
Calendar Year to Date Expenses	\$ 227,844.31
Fund balance as of 11/30/2024	\$ 420,992.48

Explanations:

- Tech Support is the amount FCFC pays the county for annual IT services. This is a one-time per year payment.
- Family Centered Services and Supports or FCSS is an annual allocation as flexible funding created to meet the unique needs of children and families. The purpose of the FCSS funds is to maintain children and youth in their own homes through the provisions of non-clinical, community-based services with a foundation in the System of Care Model. The funds can also support the FCFC Service Coordination process.

For more information about FCFC funding, check out: <https://fcf.ohio.gov/fcfc-resources/fiscal-resources>