



OTTAWA COUNTY Family & Children First Council

Minutes

Council Meeting
March 7, 2025

Attendance: *Quorum = 9*

MANDATED MEMBER	PRESENT	ASSOCIATE MEMBER	PRESENT
Adkins, Patrick Port Clinton City Schools Largest School District		Gerwin, Kristen Oak House	X
Bergman, Cathy Benton Carroll Salem Schools All Other School Districts	X	Gregory, Hal North Point Educational Service Center	
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		Strouse, Shanna Ottawa County Probate Court	X
Gray-Moore, Janet Parent Representative	X	Thompson, Holly East Toledo Family Center, Help Me Grow	
Handru, Mircea Mental Health & Recovery Services Board	X	Walterbusch, Ashley Family Advocacy Center	X
House, Ruthann Great Lakes Community Action Partnership Head start	X	Wise, Mercedes Danbury Local Schools	X
Kowal, Stephanie Ottawa County Dept. of Job & Family Services			
Mahler, Traci Parent Representative	X		
Morgan, Richard City of Port Clinton/Largest Population			
Villarreal, Heather Joyful Connections/Local Non-Profit	X		
NON-VOTING MEMBER	PRESENT	GUEST	PRESENT
Ambrozy, BethAnn Help Me Grow Home Visiting		Loehrke, Peggy YWCA of NW Ohio	X
Hany II, Frederick Ottawa County Juvenile and Probate Courts		Ellis, Terri Caresource	X
Sayre, Kami Family & Children First Council	X	Cavanaugh, Stephanie Ottawa County Board of DD	X
Smalley, Angela OhioRISE	X	Canalos, Sarah Ottawa County Juvenile Court	X
Williams, Morgan Family & Children First Council	X		

Call to Order & Consent Agenda A

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

- Review and approval of the agenda.
- Review and approval of minutes of the **January 3, 2025**, FCFC meeting.

Motion to approve: **James Crist** second: **Mircea Handru** Motion carried.

Administrative Agent Report

Mr. Douglas was absent. Ms. Sayre submitted the December 2024 and January 2025 Financial Dashboard. It is attached.

Governance

- Ohio FCFC has replaced the Operational Capacity Building Funds (OCBF) Application with an FCFC Annual Mandated Membership Form. Rather than being due in April, they've aligned it with the fiscal year and it is due AFTER our May election of officers.
- MOUs for SFY26 will be sent to mandated members before the May Meeting.
- Per our by-laws, applications for associate membership for SFY26 will be sent out next week. Those interested in maintaining their associate membership, or agencies that have not been associate members in the past and would like to join will need to submit applications by April 1, 2025.
- At the next meeting we will be asking for a change to bylaws regarding the number of members.
- Officer Elections for SFY26 will be held at our May meeting.

Initiative Updates

Early Intervention: James Crist presented. Total number of children with Eligibility and IFSP - 42. Total number of children in evaluation process: 17. Total EI Caseload 59. (Increase 40% since last year.) Referrals: December 11, January 15. Children receiving SSA case management: 92. Children on HCBS waivers: 4. Stephanie Cavanaugh was present to answer any questions regarding the SFY25 Midyear Early Intervention Service Coordination Report.

Help Me Grow Home Visiting: No one present to report.

NWO Children's Trust Fund Prevention Council: Kami Sayre presented. The quarterly meeting was January 22, 2025. A prevention plan renewal has been submitted. The total State Fiscal Year budget is \$431,862. A comprehensive plan was created for the region using the 2024 Needs Assessment, along with some additional SFY26 Sources. The following categories were r

Parent Priorities:

- Parent Advocacy
- Parent Education
- Fathers
- Kinship
- Single Parents
- Parent to parent support

Provider Priorities:

- Parent Education
- Fathers
- Single Parents
- Parent Advocacy
- Parent to parent support

Prevention council agreed to eliminate these intensive programs:

- Triple P Standard, level 4 home visits (10 visits)
- Nurturing Parenting (12 visits)

- Maintain ACT: Raising Safe Kids (9 group sessions)

In favor of expanding less intense programs that would reach more people:

- Expand Triple P Primary: A brief targeted intervention in a one-to-one format that assists parents to develop parenting plans to manage behavioral issues (e.g. tantrums, fighting, going shopping) and skill development issues (e.g. eating independently, toilet training, staying in bed at night). Practitioners provide 3-4 sessions (15-30 minutes each) over a period of 4-6 weeks. Sessions can be done in person, over the phone, or as a combination of both.
- Expand Triple P Seminars (0-12 and Teen) The Triple P Selected Seminar Series consists of three 60-minute seminars (plus 30 minutes' question time) covering the following topics: The power of positive parenting, raising confident and competent children, and raising resilient children. Teen seminars: Raising responsible teenagers, raising competent teenagers; and getting teenagers connected
- Expand Parent Cafes
- Expand 24/7 Dad

The Family Fun Fair will be held June 7, 2025 from 11:00-3:00 at Hopfinger Zimmerman Park.

Wraparound: See attached report.

OhioRISE: Angela Smalley presented. 64 total referrals were received for Ottawa County for SFY25, 17 referrals since the January 3 FCFC meeting. Referral sources include: 7 from insurance agencies, 1 IP, 1 Board of DD, 1 from schools, 4 from JFS, and 3 from FCFC. Currently, there are 39 open cases (8 are referrals in the outreach status). 35 are active clients, 28 in Moderate Care Coordination (Tier 2) and 7 in Intensive Care Coordination (Tier 3).

Executive Director Report – See Annual Report Attached.

Happy Hive has 17 families enrolled, with 22 kids ages 0-5 participating in the March session.

Members will be receiving an email about HB 96. The original state budget request included increasing Operational Capacity Building Funds from \$30,700 per county, to \$105,000 per county; enough to for 1.5 FTE's. The language was removed; however, State Representative Monica Robb Blasdel from House District 79 has drafted an amendment to increase that funding by around 6.5 million dollars. Please reach out to your state representative on FCFC's behalf and encourage them to include increased funding.

Our Service Coordination Mechanism was submitted to the state. There was a change in language required, but did not change the process, so it does not require council approval.

Our shared plan retreat facilitated by Carrie Sanchez was a success. The framework is in place and we will be working to finalize it in the coming months.

Consent Agenda B Review

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

Motion to approve the Consent Agenda B: **Gerald Bingham** second: **Kristen Gerwin**. Motion carried.

Approved (1-10): Opposed: 0 Abstained: 0

Approved (12-16): Opposed: 0 Abstained: 0

Approved (11 & 17): Opposed: 0 Abstained: 1 from each

Member announcements – member organizations shared announcements.

Adjournment – Motion to adjourn by **James Crist**, second by **Heather Villarreal**.

SFY 25 Meeting Schedule:

Respectfully Submitted,



Kami Sayre, Executive Director

Approved,



Shanna Strouse, Vice Chair



MANDATED MEMBER	SIGNATURE
Adkins, Patrick, Port Clinton City Schools	
Bergman, Cathy, Benton Carroll Salem Schools	Cathy Bergman
Bingham, Gerald, OC Health Department	Gerald Bingham
Brooks, Heather, Parent Representative	Heather Brooks
Crist, James, Ottawa County Board of DD	James Crist
Delucio, Denise, Department of Youth Services	Denise Delucio
Douglas, Donald, OC Board of Commissioners	
Gray-Moore, Janet, Parent Representative	Janet Gray-Moore
Handru, Mircea, Mental Health & Recovery Services Board	
House, Ruthann, Great Lakes Community Action Partnership	Ruthann House
Kowal, Stephanie, OC Dept. of Job & Family Services	
Mahler, Traci, Parent Representative	Traci Mahler
Morgan, Richard, City of Port Clinton	
Villarreal, Heather, Joyful Connections/Local Non-Profit	Heather Villarreal
ASSOCIATE MEMBER	
Gerwin, Kristen, Oak House	Kristen Gerwin
Gregory, Hal, North Point Educational Service Center	
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	Katie Schlagheck
Strouse, Shanna, Ottawa County Probate Court	Shanna Strouse
Thompson, Holly, East Toledo Family Center, Help Me Grow	
Walterbusch, Ashley, Family Advocacy Center	present - did not sign
Wise, Mercedes, Danbury Local Schools	Mercedes Wise
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	Kami Sayre
Smalley, Angela, OhioRISE	Angela Smalley
Williams, Morgan, Family & Children First Council	Morgan Williams
GUEST (Name and Organization)	
Loehrke, Peggy, YWCA of NW Ohio	Peggy Loehrke
Ellis, Terri, CareSource	Terri Ellis
Cavanagh, Stephanie	Stephanie Cavanagh
Carabos, Sarah, OC Juvenile Court	Sarah Carabos



3.7.2025 | 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

Shanna Strouse, Vice
Chair

Consent Agenda A

Vice Chair

Initiative Updates

- Jim Crist – Early Intervention
- BethAnn Ambrozy – HMG Home Visiting
- Kami Sayre – NWO Children's Trust Fund Prevention Council
- Morgan Williams – Youth Service Coordination
- Angela Smalley – OhioRISE
- Denise Delucio – Department of Youth Services
- Stephanie Cavanaugh - EI Oversight Report

Director's Report

- Shared Plan SFY 23-25
- Shared Plan Strategic Plan
- Service Coordination Mechanism Updates

Kami Sayre

Upcoming Governance

Vice Chair

Consent Agenda B

Vice Chair

Member Announcements

Vice Chair

Adjournment

Vice Chair

Upcoming
Meetings:

Ottawa County Family & Children First Council

May 2, 2024

3.7.2025 | 9:00 a.m.

Consent Agenda A

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

1. Agenda for the March 7, 2025, Family & Children First Council Meeting.
2. Minutes from the January 3, 2024, Family & Children First Council Meeting.

Be it resolved by:

Motion: Jim Ernst

Second: Nivela Handm

Approve:

Shanna Skinn

Janet E. May Moore

James M. Mables

James C. G.

Beckie Bonghe J

Kristen Gini

Alvin

Kate Scylla

Hande

Patricia House

Ash W

Cathy Bergman

Dee Dee

MAN

W. Brown

Abstain:

3.7.2025 | 9:00 a.m.

Consent Agenda B:

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

1.	Amazon Capital Services	12/19/2024	Supplies	\$23.01
2.	Bureau of Workers Comp	12/11/2024	2025 Payment	\$547.44
	Bureau of Workers Comp	12/16/2024	E/C BWC Early Pay	\$6.43
	Bureau of Workers Comp	1/23/2025	2025 True Up	\$140.65
3.	Great America Financial	12/4/2024	Ricoh Copier	\$120.45
4.	Health Insurance	12/4/2024	Sayre 1513/Williams 773.75	\$2,246.75
	Health Insurance	1/7/2025	Sayre 1513/Williams 10	\$1,523.00
5.	HSA Contribution	1/10/2025	Williams	\$900.00
6.	Kami Sayre	12/11/2024	November Mileage	\$70.48
	Kami Sayre	1/30/2025	Mileage - December	\$40.74
	Kami Sayre	1/30/2025	Supplies - Stamps	\$29.90
7.	Life Insurance	12/9/2024	Sayre 6/Williams 6	\$12.00
	Life Insurance	1/15/2025	Sayre 6/Williams 6	\$12.00
	Life Insurance	1/16/2025	Sayre 6/Williams 6	\$12.00
8.	Medicare Interface	12/6/2024	Sayre 33.13/Williams 26.68	\$59.81
	Medicare Interface	12/20/2024	Sayre 33.13/Williams 26.68	\$59.81
	Medicare Interface	1/3/2025	Sayre 33.13/Williams 26.68	\$59.81
	Medicare Interface	1/17/2025	Sayre 33.78/Williams 26.68	\$61.46
	Medicare Interface	1/31/2025	Sayre 33.78/Williams 26.69	\$61.46
9.	Morgan Williams	12/11/2024	November Mileage	\$47.57
	Morgan Williams	1/30/2025	Mileage - December	\$59.23
10.	OC Commissioners	12/11/2024	December Rent	\$276.00
	OC Commissioners	1/30/2025	Rent - January	\$276.00
11.	OC Family Advocacy Center	1/30/2025	December Respite	\$1,999.40
12.	OFCFCA	12/4/2024	Annual Membership Dues	\$85.00
13.	Payroll	12/6/2024	Sayre 2284.61/Williams 1840	\$4,124.61
	Payroll	12/20/2024	Sayre 2284.61/Williams 1840	\$4,124.61
	Payroll	1/3/2025	Sayre 2284.61/Williams 1840	\$4,124.61
	Payroll	1/17/2025	Sayre 2398.84/Williams 1840	\$4,238.84
	Payroll	1/31/2025	Sayre 2398.84/Williams 1841	\$4,238.84
14.	PERS	12/4/2024	Sayre 959.54/Williams 772.80	\$1,732.34
	PERS	1/7/2025	Sayre 639.69/Williams 515.20	\$1,154.89
15.	Riverview	12/11/2024	SVC December	\$38.00
	Riverview	1/30/2025	Phone - January	\$38.00
16.	Verizon	12/4/2024	October Cell Phone	\$49.78
	Verizon	12/19/2024	November Cell Phone	\$49.77
	Verizon	1/30/2025	Phone - December	\$49.78
17.	EI Oversight Report			

3.7.2025 | 9:00 a.m.

Consent Agenda B:

Motion: Jemy Bingham

Second: Kristen Gemm

Approve:

Karen Sylla
Harde
Rubann Dause
Ash W
Cathy Bingham
Debrae Bui
MM
Ant E. Pray Moore

Travis M. Mahler
W. Brall
James C. G
Shall A. B. G
Kristen Gemm
A. V.
Shannon Thorne

Oppose:

Abstain:

Ash W #11
James C. G #17

Adjourn: Jim Crist and Heather Villaveal

SFY25 Early Intervention Service Coordination Report to the Local Family and Children First Council

INTRODUCTION

This report must be completed twice a year by the Early Intervention contract manager and presented to the relevant local Family and Children First Council (FCFC). The first report must be shared with local council not later than February 28, 2025 and cover activities occurring between July 1, 2024 and December 31, 2024 period. The second report must be shared with local council not later than August 31, 2025 and cover activities occurring between January 1, 2025 and June 30, 2025 period. EI contract managers may choose to complete this report and share with local councils more often than twice a year depending on local needs and priorities.

County: **Ottawa**

Time period covered: **July 1, 2024 – December 31, 2024**

EI Contract Manager name: **Stephanie Cavanaugh**

EI Contract Manager contact information: **scavanaugh@ocbdd.org**

Completed by: **Stephanie Cavanaugh**

Date: **January 31, 2025**

REFERRALS

Referral Source Category	Number of Referrals Current Reporting Period	Number of Referrals Previous Reporting Period (if applicable)
Early Child or Child Care Program	4	
EI 8045	5	
Family or Caregiver	18	
Hospital	7	
Hospital Child Find Specialist	1	
ODH - EBLL	1	
ODH - NAS	0	
ODH - OCCSN	1	
PCSA Form/Children's Services	5	
Physician	9	
Public Health	1	
Social Service Agency	1	
Transferred from County HMG	2	
Total	55	

OUTREACH AND CHILD FIND

EI contract manager must include a copy of the local outreach spreadsheet submitted to DCY and answer the following questions.

- What local outreach and child find activities have been conducted during the current reporting period? *The local outreach spreadsheet may be utilized to answer this question.*
On a quarterly basis, Ottawa County Early Intervention targets geographic regions based on zip codes to provide Early Intervention materials to doctor offices, post offices, childcare centers, and churches. The EI Contract Manager participated in the Ottawa County Community Baby Shower and sponsored a community event at Jason's Pumpkin Patch in October.

SFY25 Early Intervention Service Coordination Report to the Local Family and Children First Council

- How successful were these activities? *Include any data you have regarding changes in referrals and/or referral sources.*
Our collaborations, and partnerships, with other agencies has led to better communication and referrals between agencies. For example, we have received referrals from Help Me Grow.

- What are your upcoming plans around outreach and child find? Include any specific activities and how they will be implemented.
In addition to our planned outreach activities, we plan to continue to increase collaborative efforts with other agencies. These collaborations have given Early Intervention the opportunity to network with other agencies and expand outreach activities through personal interaction with a broad range of families throughout Ottawa County. We feel these opportunities strengthen our understanding of all the resources available in Ottawa County, so that we feel more comfortable sharing available resources to families. Our participation has also allowed other agencies to learn more about what we do for children and families and has resulted in referrals. We feel that the stronger we work as a County, our families will feel supported in all areas. We have plans to continue collaboration with Happy Hive, the Community Baby Shower and Ottawa County Community Day.

- Are you reaching out to any specific referral sources?
On a quarterly basis, Ottawa County Early Intervention targets geographic regions based on zip codes to provide Early Intervention materials to doctor offices, post offices, childcare centers, and churches. For SFY25, we are planning to add in-person visits.

- How are you collaborating with Central Intake and Referral on outreach? (e.g., utilizing communication tool kit, requesting specific materials/giveaways, coordinating events, etc.)
The Director of Early Intervention/Contract Manager will be meeting with the Community Health Outreach Coordinator for Help Me Grow in February and attends quarterly provider meetings. EI Coordinator requests and utilizes outreach materials to provide targeted referral sources.

- What support or assistance do you need from the Family and Children First Council (e.g., information about other agencies' outreach initiatives, other available resources, etc.)?
We look forward to learning from the FCFC about outreach initiatives and hope to work with FCFC partners to extend our outreach efforts.

ELIGIBILITY

	Current reporting period	Previous reporting period (if applicable)
Number of children referred	55	
Number of children determined eligible for EI	29	
Number of evaluations completed	7	
Number of new referrals with a completed IFSP	28	

SFY25 Early Intervention Service Coordination Report to the Local Family and Children First Council

- Of children referred in the reporting period, how many children were found eligible, but did not have an IFSP completed within 45 days from referral?
11 children.
- Provide a brief explanation regarding the reason/s children who were eligible did not have an IFSP developed.
10 IFSPs were not developed do to family reasons. 1 child's IFSP was not developed due to inability to contact family.
- Are there any significant changes or trends in eligibility results (e.g., more children eligible via a diagnosis on the list)? Briefly describe.
Not at this time.
- Describe any evaluation and assessment needs (e.g., additional staff needed to complete evaluations and assessments).
Not at this time.

SERVICE COORDINATION

- Describe the county's service coordination staffing plan including information about the current number of EI Service Coordinators (EISCs), full-time equivalents (FTEs), vacancies, recruitment efforts, challenges, etc.
Currently, Ottawa County has two full-time equivalents service coordinators. Our Early Intervention Coordinator assists the service coordinator with record keeping, reporting, outreach, team meeting and referral coordination. Our EI Coordinator also is credentialed as a service coordinator and will serve families when needed. The current staffing plan meets the needs of our families, and we have no vacancies.
- How is local leadership supporting EISCs through administrative supervision, reflective supervision, and professional development opportunities? What are common topics in supervision?
OCBDD ensures service coordination and evaluation, and assessment activities are carried out and monitored locally by the Contract Manager/EI Supervisor. EISC Supervisor will provide administrative and reflective supervision to all EI Service Coordinators, including record reviews, and monitoring of timelines via EIDS reports. The EISC Supervisor reviews caseload records, which include IFSP's, case notes, etc. and provide constructive feedback on a regular basis. The EISC Supervisor attends weekly team meetings with EI Service Coordinators to observe and provide necessary reflective supervision when barriers need to be addressed. EI Supervisor shares the DCY biweekly Updates with service coordinators and notifies the team of upcoming professional development opportunities. During this reporting period, supervision topics included procedural discussions, eligibility, and case reviews.
- How often are EI service coordination (EISCs and EISC supervisor) credentials verified as active and when were they last verified?
EI service coordinator credential expiration dates are reviewed monthly, when credentials are flagged as expiring in two months, our compliance specialist works with the service coordinator to verify that credential renewal hours are completed and verified. On January 3, 2025, a review of credential due dates was completed.

SFY25 Early Intervention Service Coordination Report to the Local Family and Children First Council

- Were any credentials inactive during the reporting period? If so, what steps were taken to resolve the situation and how did the agency ensure families had access to service coordination and/or EISCs received supervision from a credentialed EI service coordination supervisor?
No credentials were inactive during the reporting period.

INDIVIDUALIZED FAMILY SERVICE PLANS (IFSP)

- How many IFSPs (initial, annual, and review) were completed during this reporting period?
Initial 29
Annual 7
Review 26
- How many IFSPs were not completed timely due to system reasons (that is, not because of family reasons)?
Zero.

EI SERVICES

- Describe the structure of the local EI geographic team including which services are provided by the county board of developmental disabilities and other providers. Discuss any challenges around EI provider capacity and how the local EI system is working to meet those challenges.
Our EI Team meets weekly to discuss and coordinate the services and supports for our families.
The Board of DD employs:
 - ***1 - Director of Early Intervention Services. The Director also serves as the Contract Manager and EI Supervisor.***
 - ***1 - Early Intervention Coordinator. The EI Coordinator is also credentialed as a Early Intervention Service Coordinator and can serve families when needed.***
 - ***2- Developmental Specialists***
 - ***1 - Quality Compliance Manager******The Board of DD contracts services with:***
 - ***1 - Occupational Therapist***
 - ***1 - Speech-Language Pathologist***
 - ***1 - Physical Therapist******Additional team members include:***
 - ***1 - Hearing Specialist***
 - ***1- Vision Specialist***
 - ***1 - Early Childhood Mental Health Consultant******We are not currently experiencing provider capacity challenges.***
- What are the current services identified as needed, but not yet coordinated on IFSPs developed during this reporting time and how many children are waiting for an EI service to be coordinated?
Currently, all EI services are coordinated.
- What action has been taken to coordinate these needed services and how can the local FCFC help?
No action has been taken. However, we appreciate our relationship with FCFC and their willingness to help research possible resources and services when they are needed for the families we serve.

SFY25 Early Intervention Service Coordination Report to the Local Family and Children First Council

SYSTEM OF PAYMENTS (SOP)

- How many SOP submissions to DCY were made during the current reporting period?
No SOP submissions were made during the reporting period.
- Which services in the county are being funded through Department-contracted providers (SOP/those previously referred to as POLR services)?
We currently have one family receiving hearing services and one family receiving vision services through a DODD-contracted provider.

OVERSIGHT

Briefly summarize how your agency provides oversight of EI service coordination, EI eligibility (including via evaluation and diagnosis), and assessment activities:

For each of the following items, if applicable, describe what oversight activities have been completed during the reporting period.

- Correction of any DCY-issued findings of non-compliance
N/A
- Resolution of any program improvement plans (PIPs)
N/A
- Completion of activities identified on the county's EI training and technical assistance (TA) plan, including related to the EI eligibility process.
The EI Supervisor/Contract Manager completed a quality and assurance plan for EI and reviewed it with the Program Consultant during a TA plan review. Our Program Consultant visited our EI program on November 18 and facilitated a training/discussion on outcome writing. plan.
- Review of child records (how many were reviewed, what issues were identified, how any issues have been addressed)
Six records have been reviewed with not significant issues identified.
- Observation of staff
Staff have been observed during community planned events and weekly team meetings. Throughout SFY25, the Director of Early Intervention has scheduled observations with EISCs during family meetings for initial meetings, IFSP meetings, transition planning conferences and evaluations/assessments.
- What support or assistance do you need from the FCFC regarding oversight?
Currently, no support from FCFC is needed.

COMPLIANCE

- In which compliance indicator (45-Day, Timely Receipt of Services, or Transition) is your county participating this fiscal year?
Ottawa County will participate in Timely Receipt of Services for SFY 25.

SFY25 Early Intervention Service Coordination Report to the Local Family and Children First Council

- What steps have you taken to prepare for the baseline process?
Our EI Supervisor/Contract Manager has registered for the TRS Compliance Indicator Webinar in preparation for the reporting period.
- Have any findings been issued during this reporting period?
Reporting period will begin in February.
- If so, what was the compliance percentage and what contributed to the finding?
Reporting period will begin in February.
- What steps have been taken to correct the finding?
Reporting period will begin in February.
- Are there any additional outstanding findings?
Reporting period will begin in February.
- If so, what steps have been taken and what is the timeline for correction?
Reporting period will begin in February.
- Has a Performance Improvement Plan (PIP) been issued to the program in the past year? If so, describe the issues cited, action taken, and timeline for resolution.
A PIP has not been issued in the past year.
- What support or assistance do you need from the Family and Children First Council?
Currently, no support is needed.

TRANSITION AND LOCAL EDUCATIONAL AGENCY (LEA) REPORTING

- When was the last LEA report run and sent to applicable LEAs?
January 29, 2025
- When was your last inter-agency agreement (IAA) with the LEAs completed and when is it scheduled to be reviewed?
February 1, 2024. The Inter-agency agreement is scheduled to be reviewed February 5, 2025.
- If there are any challenges in implementing the IAA, summarize them.
- What is the status of LEA and EI participation in OCALI's "C to B Transition" training?
Ottawa County has participated in OCALI's C to B Transition training.
- What support or assistance do you need from the Family and Children First Council regarding transition?
We appreciate the FCFC Director's participation in the county's Inter-Agency Agreement.

COMPLAINTS OR FOCUSED MONITORING

- Have there been any parent complaints or concerns made during the reporting period? If so, provide a summary of the issues and actions taken to address them.
There have been no parent complaints or concerns during the reporting period.

SFY25 Early Intervention Service Coordination Report to the Local Family and Children First Council

- Has any focused or onsite monitoring by DCY occurred during the reporting period? If so, describe areas of concern and next steps or action required.

No focused or on-site monitoring has occurred during the reporting period. However, meetings have occurred with the Program Consultant. The Program Consultant visited our program and participated in a Teaming in November.

COUNTY DETERMINATION

- During the reporting period of January-June, EI contract managers must share the county annual performance report (APR) with council with this report if it was not shared earlier.

Please see the attached report.

- What was the assigned determination this year and what was last year's determination?

Current determination and last year's determination are both "Meets Requirements".

Ottawa County FFY23/SFY24 Annual Performance Report and Determination

APR Results - Compliance Indicators

#	Indicator Description	State Target	State Percent	County Percent	County Met Target?
1	Timely receipt of services (TRS)	100%	99.92%	N/A	N/A
7	45-day timeline	100%	99.40%	N/A	N/A
8a	Transition steps and services	100%	98.47%	100.00%	Yes
8b	Notification to the LEA and SEA	100%	100%	100.00%	Yes
8c	Transition planning conference (TPC)	100%	99.01%	100.00%	Yes

APR Results - Performance Indicators

#	Indicator Description	State Target	State Percent	State Met Target?	County Percent	County Met Target?
2	Services in natural environments	99.00%	99.23%	Yes	100.00%	Yes
4A	Parents know their rights	97.00%	93.66%	No	100.00%	Yes
4B	Parents communicate child's needs	97.00%	95.58%	No	100.00%	Yes
4C	Parents help their children develop & learn	97.00%	94.38%	No	92.31%	No
5	Child count birth to 1	1.00%	1.11%	Yes	1.36%	Yes
6	Child count birth to 3	2.80%	3.64%	Yes	3.35%	Yes

Performance Score (out of a possible total of 9): 7

#	Indicator Description	State Target	State Percent	County Percent
3A SS1	Social-Emotional: Substantially increased rate of growth	53.00%	52.85%	20.00%
3A SS2	Social-Emotional: Exited within age expectations	55.00%	51.05%	25.00%
3B SS1	Knowledge and Skills: Substantially increased rate of growth	60.00%	59.14%	22.73%
3B SS2	Knowledge and Skills: Exited within age expectations	46.00%	40.59%	20.83%
3C SS1	Taking Action: Substantially increased rate of growth	63.00%	58.93%	38.89%
3C SS2	Taking Action: Exited within age expectations	49.00%	46.20%	41.67%

State Targets

- The U.S. Department of Education has established a target of 100% for all compliance indicators. Ohio established statewide targets for performance indicators in the State Performance Plan (SPP) submitted to the U.S. Department of Education's Office of Special Education Programs (OSEP) in January 2022.

Other Notes

- For each of the indicators, N/A denotes an item as "Not Applicable," indicating there were no data for the item.
- Ohio continued to use a cyclical monitoring approach where each county was included in one of the three compliance analyses. Ottawa County was selected for the Transition Indicator analysis for SFY24.

The assigned determination of Ottawa County is **Meets Requirements**.

Counties were determined Needs Assistance if:

- They were issued a performance improvement plan (PIP) based on issues identified during the fiscal year OR
- Any finding due for correction in FFY23/SFY24 was not corrected within one year OR
- Their compliance percent was less than 100% in any of the compliance indicators AND
- Their score for performance indicators was less than half of the total score possible (9 total possible points, as described in the memo)

Data Summary

See the APR Indicator Descriptions document for additional details regarding APR indicator analyses

- **TRS:** All children with services due to start between October 2023 and December 2023
- **45 Day:** Children with 45-Day timelines ending July 1, 2023 through September 30, 2023
- **Transition Steps and Services:** Children who had Transition Steps and Services due between January 1, 2024 and March 31, 2024
- **Notification to LEA and SEA:** Children reported to the relevant LEA who would be turning three between February 1, 2024 and January 31, 2025
- **TPC:** Children who had a TPC due between January 1, 2024 and March 31, 2024
- **Services in Natural Environments:** Infants or toddlers served on December 1, 2023 who were receiving the majority of services in the home or in community-based settings
- **Child Outcomes:** Scores from entry and exit COS statements of children who exited between July 1, 2023 and June 30, 2024 and were served in Early Intervention for at least six months indicating those who (1) substantially increased their growth or (2) exited at age expectations in relation to (a) positive social-emotional skills, (b) acquiring and using knowledge and skills, and (c) taking appropriate actions to meet their needs
- **Family Outcomes:** Scores of respondent families who were being served in Early Intervention on March 1, 2024 who reported that early intervention services have helped the family (a) know their rights, (b) communicate their children's needs, (c) help their children develop and learn
- **Birth to 1 Child Count:** Number of children under the age of one served on December 1, 2023 compared to the 2022 population estimate
- **Birth to 3 Child Count:** Number of children under the age of three served on December 1, 2023 compared to the 2022 population estimate

December Expenses/Revenue

12/4/2024	Great America Financial	Ricoh Copier	\$ 120.45
12/4/2024	Health Insurance	Sayre 1513/Williams 773.75	\$ 2,246.75
12/4/2024	OECFCA	Annual Membership Dues	\$ 85.00
12/4/2024	PERS	Sayre 959.54/Williams 772.80	\$ 1,732.34
12/4/2024	Verizon	October Cell Phone	\$ 49.78
12/6/2024	Medicare Interface	Sayre 33.13/Williams 26.68	\$ 59.81
12/6/2024	Payroll	Sayre 2284.61/Williams 1840	\$ 4,124.61
12/9/2024	Life Insurance	Sayre 6/Williams 6	\$ 12.00
12/11/2024	Bureau of Workers Comp	2025 Payment	\$ 547.44
12/11/2024	Kami Sayre	November Mileage	\$ 70.48
12/11/2024	Morgan Williams	November Mileage	\$ 47.57
12/11/2024	OC Commissioners	December Rent	\$ 276.00
12/11/2024	Riverview	SVC December	\$ 38.00
12/16/2024	Bureau of Workers Comp	E/C BWC Early Pay	\$ 6.43
12/19/2024	Amazon Capital Services	Supplies	\$ 23.01
12/19/2024	Verizon	November Cell Phone	\$ 49.77
12/20/2024	Medicare Interface	Sayre 33.13/Williams 26.68	\$ 59.81
12/20/2024	Payroll	Sayre 2284.61/Williams 1840	\$ 4,124.61

12/6/2024	Ohio FCFC	FCSS - Correction September	\$ 720.13
12/9/2024	Put-In-Bay Schools	Membership Contribution	\$ 1,000.00
12/16/2024	Bureau of Workers Comp	Early Pay Not Charged	\$ 6.43
12/16/2024	Bureau of Workers Comp	E/C BWC Early Pay	\$ 8.28

January Expenses/Revenue

1/3/2025	Medicare Interface	Sayre 33.13/Williams 26.68	\$ 59.81
1/3/2025	Payroll	Sayre 2284.61/Williams 1840	\$ 4,124.61
1/7/2025	Health Insurance	Sayre 1513/Williams 10	\$ 1,523.00
1/7/2025	PERS	Sayre 639.69/Williams 515.20	\$ 1,154.89
1/10/2025	HSA Contribution	Williams	\$ 900.00
1/15/2025	Life Insurance	Sayre 6/Williams 6	\$ 12.00
1/16/2025	Life Insurance	Sayre 6/Williams 6	\$ 12.00
1/17/2025	Medicare Interface	Sayre 33.78/Williams 26.68	\$ 61.46
1/17/2025	Payroll	Sayre 2398.84/Williams 1840	\$ 4,238.84
1/23/2025	Bureau of Workers Comp	2025 True Up	\$ 140.65
1/30/2025	Kami Sayre	Mileage - December	\$ 40.74
1/30/2025	Kami Sayre	Supplies - Stamps	\$ 29.90
1/30/2025	Morgan Williams	Mileage - December	\$ 59.23
1/30/2025	OC Family Advocacy Center	December Respite	\$ 1,999.40
1/30/2025	Ottawa County Commissioners	Rent - January	\$ 276.00
1/30/2025	Riverview	Phone - January	\$ 38.00
1/30/2025	Verizon	Phone - December	\$ 49.78
1/31/2025	Medicare Interface	Sayre 33.78/Williams 26.69	\$ 61.46
1/31/2025	Payroll	Sayre 2398.84/Williams 1841	\$ 4,238.84

1/2/2025	Port Clinton City Schools	Membership Contribution	\$ 2,000.00
1/2/2025	MHRBS	Membership Contribution	\$ 4,000.00
1/2/2025	Benton Carrol Salem Schools	Membership Contribution	\$ 2,000.00
1/3/2025	GLCAP	Membership Contribution	\$ 2,000.00
1/3/2025	ORSI	Membership Contribution	\$ 1,000.00
1/7/2025	Ohio FCFC	FCSS - October	\$ 1,800.33
1/7/2025	Ohio FCFC	FCSS - November	\$ 1,131.64
1/10/2025	Ottawa County Commissioners	Amazon Refund	\$ 4.70
1/16/2025	Life Insurance	Refund Sayre 6/Williams 6	\$ 12.00
1/17/2025	Bureau of Workers Comp	Refund	\$ 10.95
1/28/2025	Ohio FCFC	FCSS - December	\$ 2,211.81

December Revenue \$ 1,734.84
December Expenses \$ 13,673.86

January Revenue \$ 16,171.43
January Expenses \$ 19,020.61

CY 2024 Total Revenue \$ 250,474.86
CY 2024 Total Expenses \$ 241,503.46

CY 2025 YTD Revenue \$ 16,459.43
CY 2025 YTD Expenses \$ 19,008.61

Fund balance as of 1/31/2025 \$ 406,204.08

Explanations:

- Membership Contributions are ALL RECEIVED for SFY24!
- December Respite - Using the Strong Families, Safe Communities grant, FCFC partnered with Ottawa County Family Advocacy Center's Grand Love Program to send 27 kids to the Lights Before Christmas at the Toledo Zoo. Transportation, food, admission, and supervision were all covered for a full day of respite for grandparents.
- 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://fctf.ohio.gov/fctf-resources/fiscal-resources>



April 22, 2025 | 1:00PM | 8043 W State Route 163, Oak Harbor, OH 43449

Attendance:

Member	Member Agency	Present	Absent
Adkins, Pat	Port Clinton City Schools, Superintendent	X	
Bergman, Cathy	Benton Carroll Salem Schools		X
Bingham, Jerry	Ottawa County Health Department		X
Douglas, Don	Ottawa County Commissioner	X	
Handru, Mircea	Mental Health & Recovery Board Services – Seneca, Ottawa, Sandusky & Wyandot Counties	X	
Kowal, Stephanie	Ottawa County Department of Job & Family Services, Director	X	
Moore, Janet	Parent Representative	X	
Strouse, Shanna	Ottawa County Probate Court	X	
Crist, James	Ottawa County Board of Developmental Disabilities, Superintendent	X	
Staff			
Sayre, Kami	Executive Director	X	

1. Call to Order & Consent Agenda A

Chair, Ms. Kowal, confirmed quorum and called the meeting to order.
Review and approval of the agenda.

*Motion to approve by **James Crist**, second by **Shanna Strouse**; motion carried.*

2. Consent Agenda B recommends and approves:

For State Fiscal Year 2026 (SFY26), which runs from July 1, 2025, through June 30, 2026, the Ottawa County Family & Children First Council recommends Danbury Schools, Firelands Counseling and Recovery, Genoa Schools, NorthPoint Educational Service Center, Ottawa County Juvenile and Probate Courts, Put-In-Bay Schools and United Way of Ottawa County be presented to Council for appointment as Associate Members by the Ottawa County Board of Commissioners.

Furthermore, the Council acknowledges that the in-kind contributions provided by Ottawa County Juvenile and Probate Court and NorthPoint Educational Service Center are sufficient to satisfy the requirements of their membership contributions for SFY26.

Lastly, the Council recommends that Heather Brooks, Janet Gray-Moore and Traci Mahler be appointed as Parent Representatives for SFY26.

*Motion to approve by **Donald A. Douglas** second by **Mircea Handru**. Motion carried.*

3. Adjournment – Motion to adjourn by **Pat Adkins, second by **Mircea Handru**.**

Next Meeting: Full Council May 2, 2025.

Respectfully Submitted,

Kami Sayre, Executive Director

Approved,

Stephanie Kowal, Chair



Ottawa County Family & Children First Council

4.22.2025 • 1:00PM • Ottawa County Resource Centre

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.

Voting Members	Sign-In	Representing
Adkins, Patrick	<i>Patrick Adkins</i>	Port Clinton City Schools
Bergman, Cathy		BCS Schools – All other districts
Bingham, Jerry		Ottawa County Health Department
Crist, James	<i>James Crist</i>	Ottawa County Board of Developmental Disabilities
Douglas, Donald	<i>Donald Douglas</i>	Ottawa County Commissioners
Handru, Mircea	<i>Handru</i>	MHRBS-SOSW
Kowal, Stephanie (Chair)	<i>Stephanie Kowal</i>	Ottawa County Job & Family Services
Moore, Janet	<i>Janet E. Moore</i>	Parent Representative
Strouse, Shanna (Vice Chair)	<i>Shanna Strouse</i>	Ottawa County Probate/Juvenile Court
Sayre, Kami	<i>Ka Sayre</i>	FCFC Executive Director



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 & Call to Order

Consent Agenda A

Discussions:

Virtual attendance

Consent Agenda B

Adjournment

Chair

Ottawa County Family & Children First Executive Council Meeting

April 22, 2025 • 1:00PM

Consent Agenda A

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

1. Agenda for April 22, 2025 Executive Council Meeting.

Be it resolved by:

Jimi Crist
Motion

Shanna Arnold
Second

Approve:

[Signature]
[Signature]
[Signature]
[Signature]
[Signature]

[Signature]
[Signature]

Oppose:

Abstain:

April 22, 2025 • 1:00PM

Consent Agenda B

For State Fiscal Year 2026 (SFY26), which runs from July 1, 2025, through June 30, 2026, the Ottawa County Family and Children First Council Executive Committee approve the following items:

1. The following organizations, whose work aligns with the Council's mission and will contribute meaningfully to its collaborative efforts to support families and children in Ottawa County, should be presented to the full Council for consideration for **Associate Membership**:

- | | |
|---------------------------|-------------------------------|
| a. <u>Danbury Schools</u> | e. <u>OC Probate/Juvenile</u> |
| b. <u>Firelands</u> | f. <u>PIB Schools</u> |
| c. <u>Genoa Schools</u> | g. <u>United Way OC</u> |
| d. <u>North Point ESC</u> | h. _____ |

2. The following organizations, if recommended by the full Council and approved by the Ottawa County Board of Commissioners, should receive a **Reduced Membership Contribution**:

- | | |
|---------------------------------------|-----------------------------|
| a. <u>OC Juvenile / Probate Court</u> | <u>in kind contribution</u> |
| b. <u>North Point ESC</u> | d. _____ |
| c. _____ | e. _____ |

3. The following individuals should be presented to the full Council and be approved to serve as **Parent Representatives**:

- | |
|----------------------------|
| a. <u>Traci Mahler</u> |
| b. <u>Heather Brooks</u> |
| c. <u>Janet Gray-Moore</u> |

Adjourn

pat

MVC19

Ottawa County Family & Children First Executive Council Meeting

April 22, 2025 • 1:00PM

Consent Agenda B

Don Douglas
Motion

Murcia
Second

Approve:

Janet Ekrag Moore
Hamde
James R. [Signature]
Stephan [Signature]
[Signature]

Latik [Signature]

Oppose:

Abstain:

Shanna [Signature]

ADJOURN

Motion

Second