

# Richland County Youth and Family Council

## Agenda

**Thursday, December 2, 2021**

**1:30 P.M.**

**Richland County Mental Health Board Conference Room**

87 E First Street, Mansfield Ohio

- |   |               |
|---|---------------|
| 1) Call to order and introductions                        | - N. Harless  |
| 2) Approval of November 4th Meeting Minutes               | - N. Harless  |
| 3) Treasurer's Report                                     | - C. Torrence |
| 4) Finance Committee Report                               | - T. Alt      |
| 5) Family Centered Services and Support Funds             | - T. Alt      |
| 6) Early Intervention Report                              | - J. Litt     |
| 7) Communities of Support Grant/Building Strong MSY Teams | - T. Alt      |
| 8) Shared Plan 2023-2025                                  | - T. Alt      |
| 9) Parent Representative                                  | - T. Alt      |
| 10) Adjourn   | - N. Harless  |

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### Upcoming Richland County Youth and Family Council Meetings:

- ❖ Monday, December 6th, 2021 at 10:00  
Richland County Youth and Family Council Finance Committee Meeting  
Richland County Mental Health Board
- ❖ Thursday, January 6th, 2022 at 1:30 P.M.  
Richland County Youth and Family Council Meeting  
Richland County Mental Health Board



**Richland County Youth and Family Council**  
**November 4, 2021**  
**Job and Family Services Conference Room**

The following Board members were

**Present:** Elizabeth Warner, Nikki Harless, Michele Giess, Joe Trolan, Tiffiny Ellenberger, Joe Devany, Sharlene Neumann, Kevin Kimmel, Sarah Humphrey, Stan Jefferson  
**Absent:** Dan Varn, Mark Abrams, Cindy Wroblewski, Tony Vero, Hannah Crouch  
**Zoom Attendees:** Wendy Thompson, Michelle Wood, Anne Vermillion, Susan Martin, Shauna Shell, Donna Hight, Diana Sharp, Holly Christie  
**Guests:** Carmen Torrence, Terry Carter, Alicia Bailey, Marissa Daniels, Lori Ramey,

Teresa Alt, Executive Director was also in attendance.

**1. Call to Order & Introductions:**

President Nikki Harless called the meeting to order at 1:35 p.m. and began introductions. In person quorum was met.

**2. Approval of October 7th, 2021 meeting minutes:**

**Joe T. moved, and Michele seconded a motion to approve the October 7th minutes. The motion passed by a voice vote.**

**3. Treasurer's Report:**

Carmen provided the September report. September monthly receipts were \$216,013.98, and expenditures were \$89,602.12 for a cash balance of \$1,524,477.48.

**Joe D. made a motion to approve the September report to file for audit as presented. Kevin seconded the motion. The motion passed by a voice vote.**

**4. Finance Committee Report**

Teresa provided the summary from the Finance Committee which was held on November 4, 2021. Merakey is a leading developmental, behavioral health and education provider offering a breadth of integrated services to individuals and communities across the country. Richland Board of Developmental Disabilities has joined the Clearwater Council of Governments to access a contract that will provide Merakey services to high needs multisystem youth. The finance committee will be the gatekeeper to access these services as they are very intense and costly. The finance committee also agreed to release a request for proposals jointly with Job and Family Services that includes Council funds and Temporary Assistance for Needy Families funds (TANF). TANF funds must be utilized to promote work, job preparation and marriage.

At this time, the Council and Richland County Job and Family Services are interested in proposals that address the following.

- Transportation assistance for low-income families.
- Parenting education services or services that improve family functioning and build resiliency within families.

- Therapeutic mentoring for adolescent males.
- Support for multisystem youth to maintain safely in the community
- Prepare young adults for employment, assist individuals to maintain employment
- After school activities to assist families to maintain employment
- Care coordination to assist transitional youth up to age 22 to find and maintain safe and appropriate housing.
- Trauma informed supports for children and families to build resiliency.
- Services/Supports to reduce the infant mortality rate.

## **5. Family Centered Services and Support Funds**

Forty-seven families are being served by Lori, James, and Kali. The allocation has been adjusted to \$46,815.51. About \$3,000 was spent last month on respite and social/recreational activities which was after school program at the Friendly House. Current challenges with families are second shift childcare and providers who accept children with autism and behavioral challenges. The Council could use more referrals at this time.

## **6. Early Intervention Report**

Teresa provided the Early Intervention Report that was prepared by Julie. There are 87 unduplicated Early Intervention referrals. There are 111 children enrolled and 33 in referral status. Of the thirty-six children who have exited, the average length of stay was 387 days. The LEA report was sent to special education directors last week.

## **7. Communities of Support Grant/Building Strong MSY Teams**

The first building strong MSY teams was held on October 27<sup>th</sup> at Job and Family Services. This is the first cohort of workers to begin the process. Sharlene provided an overview of the services that JFS provides. Workers networked and had lunch together. The next meeting is November 24<sup>th</sup> at Richland Newhope at 220 Home Avenue. The cohort will stay together and meet the last Wednesday of the month for 6-7 months at various agencies to learn about services available to families. The message that Sharlene reinforced is for staff to “be the bridge” for families to get the services they need.

## **Adjournment:**

**Joe T. made a motion to adjourn. Sharlene seconded the motion. The motion passed by a voice vote.**

President Nikki Harless adjourned the meeting.

Approved by the action of the Council on December 2nd, 2021 and approval attest by:

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Nikki Harless, President

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Teresa Alt, Executive Director

**Richland County Youth and Family Council Fiscal Report for the Period ending October 2021**

**Combined**

Revenue				
	Budgeted	MTD	YTD	Balance
	Revenue	Receipts	Receipts	Revenue
Newhope	\$ 80,000.00	\$ -		\$ 80,000.00
Richland Public Health	\$ 40,000.00	\$ -		\$ 40,000.00
Mental Health & Recovery	\$ 45,000.00	\$ 22,500.00	\$ 22,500.00	\$ 22,500.00
Mental Health & Recovery	\$ 25,000.00	\$ -		\$ 25,000.00
Richland County Children Services	\$ 135,000.00		\$ 20,548.00	\$ 114,452.00
Richland County JFS	\$ 153,173.00		\$ 153,173.00	\$ -
Richland County JV Court	\$ 51,750.00	\$ 7,500.00	\$ 15,000.00	\$ 36,750.00
State Admin	\$ 15,750.00			\$ 15,750.00
TANF Grant - Federal Funds	\$ 1,065,107.00	\$ 125,854.86	\$ 347,885.42	\$ 717,221.58
Multi-System Youth Funds	\$ 320,000.00	\$ 72,433.80	\$ 95,707.32	\$ 224,292.68
Communities of Support	\$ 50,000.00			\$ 50,000.00
FCSS Grant	\$ 110,000.00		\$ 32,927.00	\$ 77,073.00
Family Council Reserves	\$ 157,443.00	\$ 3,726.23	\$ 129,665.36	\$ 27,777.64
Foundation- Child Care Funds	\$ 25,000.00			\$ 25,000.00
Help Me Grow Early Intervention Federal	\$ 138,598.00		\$ 24,951.96	\$ 113,646.04
Help Me Grow Early Intervention State	\$ 86,765.00	\$ 56,324.16	\$ 56,324.16	\$ 30,440.84
Total Family Council Funds	\$ 2,498,586.00	\$ 288,339.05	\$ 898,682.22	\$ 1,599,903.78
Outstanding TANF Reimbursement: June 2021 Exp \$3,527.07 July - October 2021 Exp \$432,478.55 Total Expenditures - \$436,005.62 Total Funds Received - \$347,885.42 Outstanding Invoice Amount - \$88,120.20				
Expenditures				
	Budgeted	MTD	YTD	Balance
	Expenditures	Expenditures	Expenditures	Expenditures
Operations (rent, supplies, copier, etc.)	\$ 12,100.00	\$ 1,287.25	\$ 4,202.10	\$ 7,897.90
Fiscal Agent Fee	\$ 3,000.00	\$ 710.36	\$ 1,763.65	\$ 1,236.35
Director Wages & Fringes	\$ 124,760.94	\$ 9,476.41	\$ 42,053.85	\$ 82,707.09
Service Coordinator - 2FTEs	\$ 114,613.51	\$ 8,463.77	\$ 22,091.82	\$ 92,521.69
TANF Grant - Federal Funds	\$ 1,065,107.00	\$ 88,120.20	\$ 432,478.55	\$ 632,628.45
Multi-System Youth Funds	\$ 320,000.00	\$ 1,965.00	\$ 26,326.59	\$ 293,673.41
Communities of Support	\$ 50,000.00		\$ -	\$ 50,000.00
Audit	\$ 5,500.00		\$ -	\$ 5,500.00
FCSS Expenditures	\$ 110,000.00	\$ (98.54)	\$ 13,305.39	\$ 96,694.61
Pooled Funding Commitments	\$ 411,175.00	\$ 49,434.10	\$ 275,967.26	\$ 135,207.74
Foundation- Child Care Funds	\$ 25,000.00		\$ -	\$ 25,000.00
Help Me Grow Early Intervention	\$ 225,363.00	\$ 33,295.08	\$ 101,906.85	\$ 123,456.15
Total Family Council Expenditures	\$ 2,466,619.45	\$ 192,653.63	\$ 920,096.06	\$ 1,546,523.39
Cash on Hand	Beg Mo Bal	MTD Receipts	MTD Expenditures	Cash Balance
As of October 2021	\$ 1,524,477.48	\$ 288,339.05	\$ 192,653.63	\$ 1,620,162.90

**Richland County Youth and Family Council Fiscal Report for the Period ending October 2021**

**Family Council**

<b>MTD/YTD Revenue</b>				
	Budgeted	MTD	YTD	Balance
	Revenue	Receipts	Receipts	
Newhope	\$ 80,000.00	\$ -	\$ -	\$ 80,000.00
Richland Public Health	\$ 40,000.00	\$ -	\$ -	\$ 40,000.00
Mental Health & Recovery	\$ 70,000.00	\$ 22,500.00	\$ 22,500.00	\$ 47,500.00
Richland County Children Services	\$ 135,000.00	\$ -	\$ 20,548.00	\$ 114,452.00
Richland County JFS	\$ 153,173.00	\$ -	\$ 153,173.00	\$ -
Richland County JV Court	\$ 51,750.00	\$ 7,500.00	\$ 15,000.00	\$ 36,750.00
State Admin	\$ 15,750.00	\$ -	\$ -	\$ 15,750.00
TANF Grant - Federal Funds	\$ 1,065,107.00	\$ 125,854.86	\$ 347,885.42	\$ 717,221.58
Multi-System Youth Funds	\$ 320,000.00	\$ 72,433.80	\$ 95,707.32	\$ 224,292.68
Communities of Support	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00
FCSS Grant	\$ 110,000.00	\$ -	\$ 32,927.00	\$ 77,073.00
Family Council Reserves	\$ 157,443.00	\$ 3,726.23	\$ 129,665.36	\$ 27,777.64
Foundation- Child Care Funds	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00
<b>Total Family Council Funds</b>	<b>\$ 2,273,223.00</b>	<b>\$ 232,014.89</b>	<b>\$ 817,406.10</b>	<b>\$ 1,455,816.90</b>
<b>Expenditures</b>				
	Budgeted	MTD	YTD	Balance
	Expenditures	Expenditures	Expenditures	
Operations (rent, supplies, copier, etc.)	\$ 12,100.00	\$ 1,287.25	\$ 4,202.10	\$ 7,897.90
Fiscal Agent Fee	\$ 3,000.00	\$ 710.36	\$ 1,763.65	\$ 1,236.35
Director Wages & Fringes	\$ 124,760.94	\$ 9,476.41	\$ 42,053.85	\$ 82,707.09
Clerical Support	\$ 114,613.51	\$ 8,463.77	\$ 22,091.82	\$ 92,521.69
TANF Grant - Federal Funds	\$ 1,065,107.00	\$ 88,120.20	\$ 432,478.55	\$ 632,628.45
Multi-System Youth Funds	\$ 320,000.00	\$ 1,965.00	\$ 26,326.59	\$ 293,673.41
Communities of Support	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00
Audit	\$ 5,500.00	\$ -	\$ -	\$ 5,500.00
FCSS Expenditures	\$ 110,000.00	\$ (98.54)	\$ 13,305.39	\$ 96,694.61
<b>Pooled Funding Commitments</b>	<b>\$ 411,175.00</b>	<b>\$ 49,434.10</b>	<b>\$ 275,967.26</b>	<b>\$ 135,207.74</b>
Foundation- Child Care Funds	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00
<b>Total Family Council Expenditures</b>	<b>\$ 2,241,256.45</b>	<b>\$ 159,358.55</b>	<b>\$ 818,189.21</b>	<b>\$ 1,423,067.24</b>
<b>Cash on Hand</b>				
	Reg Mo Bal	MTD Receipts	MTD Expenditures	Cash Balance
As of October 2021	\$ 1,563,798.32	\$ 232,014.89	\$ 159,358.55	\$ 1,636,454.66
<b>Unencumbered Funds</b>				
	Actual Funds Available	Reserve Balance Increase/(Decrease)	Estimated Reserve Bal June 30, 2021	
Family Council Reserves as of July 1, 2021	\$ 1,637,237.77			
As of June 30, 2022		\$ 31,966.55	\$ 1,669,204.32	

**Richland County Youth and Family Council Fiscal Report for the Period ending October 2021**

**Help Me Grow**

<b>MTD/YTD Revenue</b>				
	<b>Budgeted</b>	<b>MTD</b>	<b>YTD</b>	<b>Balance</b>
	<b>Revenue</b>	<b>Receipts</b>	<b>Receipts</b>	
Help Me Grow Early Intervention Federal	\$ 138,598.00	\$ -	\$ 12,772.08	\$ 125,825.92
Help Me Grow Early Intervention State	\$ 86,765.00	\$ 56,324.16	\$ 56,324.16	\$ 30,440.84
<b>Total Family Council Funds</b>	<b>\$ 225,363.00</b>	<b>\$ 56,324.16</b>	<b>\$ 69,096.24</b>	<b>\$ 156,266.76</b>

<b>Expenditures</b>				
	<b>Budgeted</b>	<b>MTD</b>	<b>YTD</b>	<b>Balance</b>
	<b>Expenditures</b>	<b>Expenditures</b>	<b>Expenditures</b>	
NEON COG (Coordination)	\$ 70,783.92	\$ 7,384.68	\$ 27,594.00	\$ 43,189.92
Richland Newhope(Coordination)	\$ 154,148.16	\$ 25,838.64	\$ 74,133.36	\$ 80,014.80
Telephone	\$ 430.92	\$ 71.76	\$ 179.49	\$ 251.43
Administration	\$ -	\$ -	\$ -	\$ -
<b>Total Family Council Expenditures</b>	<b>\$ 225,363.00</b>	<b>\$ 33,295.08</b>	<b>\$ 101,906.85</b>	<b>\$ 123,456.15</b>
<b>Cash on Hand</b>	<b>Beg Mo Bal</b>	<b>MTD Receipts</b>	<b>MTD Expenditures</b>	<b>Cash Balance</b>
<b>As of October 2021</b>	<b>\$ (39,320.84)</b>	<b>\$ 56,324.16</b>	<b>\$ 33,295.08</b>	<b>\$ (16,291.76)</b>

<b>October 2021 Amount Due</b>	<b>\$33,223.32</b>
<b>Cash Balance</b>	<b>\$16,931.58</b>