

Columbiana County Department of Job and Family Services Planning Committee
Tuesday, September 22nd, 2009 9:00 – 11:00 am MHRS Board

Present:

Karen Arbogast	Family and Children First Council
Pat Baumgarner	Mental Health & Recovery Services Board
Carol Bretz	Community Action Agency
Eileen Dray-Bardon	Department of Job & Family Services
Carol Harvey	Department of Job & Family Service
Jack Hile (rep)	Mahoning Columbiana Training Association
Jana Keuper	Department of Job & Family Services
Barbara Lynch	East Palestine, Ohio
Roger Sikorszky	Counseling Center
Tom Snow	Metropolitan Housing Authority
Kimberly Steele-Simmons	Kent State University – Salem, ELO
Eloise Traina	Family Recovery Center
Anna Marie Vaughn	Education Service Center
Rev. Mark Wilds	New Lisbon Presbyterian Church

Absent:

Tracy Drake	Columbiana County Port Authority
Pam Hoppel	East Liverpool Chamber of Commerce
Denise Taylor	Community Resource Center
Tom Volino	Shining Reflections
Michelle Wrona-Fox	Community Legal Aid

Guests:

Luann Dunham	Department of Job & Family Services
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I. Establishment of Quorum

Chairman Roger Sikorszky called the meeting to order at 9:00 am. A quorum was established.

II. Approval of Minutes

Members reviewed the minutes from the May 26th meeting. Tom Snow made a motion to approve the minutes which was seconded by Jack Hile. Motion carried.

III. Additions, Deletions, Corrections to Agenda

There were no additions, deletions, or corrections to the agenda.

IV. Adoption of Agenda

Carol Bretz made a motion to adopt the agenda. Karen Arbogast seconded. Motion carried.

V. Introduction of Guests

Members welcomed guest, Luann Dunham of CCDJFS.

VI. Reports

- a. **Case Banking** – Luann reported on the new way that the Public Assistance Generic units at CCDJFS are now managing caseloads (this is not being done in the Nursing Home and OWF units). This new process began last September in one of the Generic units as a pilot to see how it would work. Then in January, the other two Generic units began using the new system. In July, case banking was in full force with all of the cases (close to 9,000) divided up into three banks – the Bergert Bank, the French Bank, and the Mora Bank. Duties are now specialized with case bank workers, change workers, phone workers, and Alerts workers. Days have been re-structured with initial applications taken in the mornings and re-apps and changes done in the afternoons. Luann reported that being specialized has helped to manage the caseloads much more efficiently, and they have had good input from customers. Eileen commended Luann and her supervisors for doing such a great job in researching and preparing for the process.
- b. **Caseload and Applicant Reports** – Luann reviewed the Initials Comparison chart first. The 2009 numbers have been increasing and are very much above '07 and '08. She also reviewed the breakdown of Medicaid numbers (ABD and CFC) and the Food Assistance numbers. The average number of Food Assistance recipients in January was 13,621 compared to the average of 14,809 in May. May's Food Assistance expenditures rose to over \$2 million (\$2,010,581.00) from \$1,589,043.00 in January.
- c. **One-Stop Report** – Jack Hile, acting as Bert Cene's representative from the One-Stop, gave the report. All libraries in Columbiana County have had their staffs trained for the Express sites. In Stark County, Minerva and Alliance Libraries have agreed to be sites. They are still trying to get a site started in Carrollton. Jack reported that there have been 11,000 visits at the One-Stop since January – a little over 1200 per month. Last year, during the same period, there were 8,000 visits. Jack was asked about the state of the job market right now. He reported that 66 employers came to the Job Expo, but they found that there was a huge skills gap between what workers have and what employers need. There were a lot of workers coming back in for re-training. There were about 5,000 job seekers and 1,000 job openings at the Expo. The Summer Program went very well.
- d. **Agency Initiatives** – Carol Harvey reported that the Kyes Auction is canceled for this year. It was decided that the public needs more information on the new Kyes Family Service Center and its purpose. Carol has spoken to the Columbiana County Fair Board and to Kiko's. Both have agreed to having the Auction next October (2010). Further improvements had to be made to Kyes (electrical work, Ext signs, and new locks). Carol will meet with Fire Chief Todd on Monday to make sure things are up to code. A few interviews, trainings, and visits have taken place at Kyes since the transition from the Girls' Home to the Family Service Center. Carol reported that there will be one fundraiser this year – the Boscov's (Beaver Valley Mall) \$5.00 shopping pass. Those interested may purchase tickets now from Carol or can purchase them that day. Carol reported that she is getting a re-estimate on replacing the roof at Kyes, and the front porch of the home will need to be re-stained this fall.

Carol also gave members an update on the Farmers and Hunters Feeding the Hungry Partnership between DJFS and Community Action. The deer meat goes to both agencies' food pantries. The first year of the project four years ago, local hunters donated 40 deer. Last year, 90 deer were donated. Carol B. has volunteered to be the Tri-County Area Chapter Chairperson. Her picture will be on the web site. There will be two fundraisers in October to raise money for the deer processing fees. On October 16th, CAA will sponsor a loaded baked potato lunch. Lunch will include a loaded baked potato and dessert (DJFS will provide desserts). On October 30th, a sub sale will be sponsored once again by CAA (sub and dessert will be provided). Carol B. has been contacted by the Cattlemen's Association – they would like to start donating cows for beef. Winona Frozen Foods has been very helpful, donating free locker space to keep the processed deer meat.

VII. Old Business

a. **Budget Update** – Carol H. summarized the budget cuts in the various areas of agency operations. Cuts include:

- 30% cut in TANF
- 28.45% cut in IM Control
- 26% cut in Social Services
- 21% cut in Children Services and 23% cut in Fiesel
- 84% cut in the Kinship Permanency Program
- 15% cut in Adult Protective Services
- 10% cut in Child Care Administration
- 5% cut in Child Support Enforcement and no Ohio Child Support Match money
- No Adopt Ohio or IV-B money

The Title XX / TANF Transfer money CCDJFS received came from their TANF Allocation. This will affect Children Services and Adult Protective Services. The State GRF money for Child, Family, and Adult Protective services (we received \$177,000.00) can be used in Children Services and IM, but not in Child Support Enforcement. IM did receive one FS incentive and may be getting another.

b. **Strategies to Address Shortfalls** – Eileen told members what CCDJFS has been doing to address these budget shortfalls:

- TANF contracts were cut by over \$1 million.
- Agency operational contracts (bottled water and floor mat services) were cut, as were maintenance contracts on the older copy machines in the agency.
- Agency staff cars have been used whenever possible to save on mileage expenses when workers go out into the field.
- 16 agency vacancies have not been filled, and a hiring freeze has been in place since the first of the year.
- Two workers were laid off.
- Two positions were re-classified in order to save money.
- The PRC program had to be cut \$260,000.00 (from \$760,000 to \$500,000).
- The Work Allowance maximum was reduced from \$100 to \$60 per month.

- Staff who have been eligible for the vacation pay-out option have volunteered to not take their pay-outs.
- The Children Services Division has been working very closely with the Courts and the Prosecutor's Office to reduce the cost of foster care.

Eileen expressed her pride in her staff during this economic trial. She also told members that it has been very helpful to **not** have a new building with a large payment at this time.

- c. **Updated Contract List** – Carol H. distributed an updated list of TANF contracts. Five (5) contracts were totally funded. They were the Counseling Center (Project SAFE); three Juvenile Court contracts – K-6, 7-12, and Truancy programs; and Ozer Ministries (Domestic Violence program). Eight (8) contracts were partially funded: CAA – Homemaker and Lice Eradication programs; Health Department – Child Safety Seat program; Counseling Center – Parent Project; ESC – Life Skills program; FCFC – FSTM and WrapAround programs; and FRC – Champions to Work program. The total of all contracts either fully or partially funded for SFY 2009-2010 is \$536,494.73. Twenty-five (25) contracts totaling \$1,441,662.56 were not funded at all.

VIII. New Business

- a. **PRC Plan Review and Revisions** – Luann presented the PRC Plan for its Biennial Review which is required to be submitted by October 1st. (The Plan has to be reviewed and updated every two years). There were huge cuts to the Plan in August, which Luann briefly reviewed (*see summary sheet). Luann then reviewed the September 23rd Summary of Changes to the PRC Plan (*see summary sheet). These new changes will be taken to the Commissioners tomorrow (9/23) for approval. Chairman Roger read the PRC Plan Change Resolution and entertained a motion to accept it. Carol B. made the motion which was seconded by Anna Marie Vaughn. Motion carried. The Resolution was then passed around for members' signatures. Following the Commissioners meeting tomorrow, Terry MacAleese will send a copy of the new PRC Plan to members and to Jack.
- b. **Voter Registration Requirements** - Luann reported that DJFS has to give "Notice of Rights", "Register to Vote", or "Change of Address" forms to customers who come in for assistance. A plan was created, and a coordinator was chosen to oversee this program. Guidance from the State recommends that the plan be much more detailed – Luann and Eileen will be meeting to discuss this.
- c. **Community Plan Revisions** - Members reviewed the 2009 Revision which included updated statistics and charts / graphs.
- d. **Community Plan Monitoring / Methods** - Eileen reviewed Section IV (Ongoing Performance Measures and Plan Management) and explained how data will be managed and reported. New data (Monitoring Reports) will be reported to the Planning Committee at each quarterly meeting. The first Monitoring Reports were passed out for members to review. They included updated figures for APS; NET; Healthchek; Child Care; Food Assistance, Medicaid, and OWF;

and PRC. The APS report showed that self-neglect is the largest category of adult abuse. There are five (5) NET contracts this year. The number of rides provided and the expenditures were reported. In Healthchek, the coordinator recently resigned, and her duties are being distributed among the remaining workers. Referrals, appointments, and contacts were reported. Child Care applications and payments to providers were reported. The reports for Food Assistance, Medicaid, and OWF showed applications received and approved, the percentage of applications which were processed timely, and assistance dollars issued in the three categories. PRC applications received, approved, and denied and PRC dollars issued were reported in the PRC Application Report. Eileen asked members to think about whether these reports capture meaningful information for them in their work. Roger read the Resolution to accept and approve the 2009 Community Plan Revision. Eloise Traina moved to accept and adopt the Plan. Carol B. seconded. Motion carried. The Resolution was passed around to members for their signatures. Eileen will take this Resolution to the Commissioners tomorrow also.

- d. **Ohio Benefit Bank** – Eileen reported that in June, an Ohio Benefit Bank presentation was given at the Ohio Directors Meeting. Maryjo Woodburn, the Regional OBB coordinator, met with Eileen and Luann about CCDJFS becoming a site. After meeting with Maryjo, it was decided that CCDJFS would not be a site at this time. However, CCDJFS and OBB will co-sponsor an OBB presentation to try to set up sites in the county. The presentation will take place on Thursday, October 29th, with a morning session from 10-11:30 am in the northern part of the county at The Way Station in Columbiana and an afternoon session from 1-2:30 pm in the southern part of the county at KSU in East Liverpool. Maryjo will provide the invitations, and CCDJFS will supply a list of agencies to be invited. Establishing OBB sites in these areas of the county will enable service agencies to adapt to the needs of the community and allow residents to access services more easily. Eloise announced that the Oxford House in Salem would like to be a site. Jack questioned whether libraries would be included on the invitation list for the presentation. Libraries definitely will be included as they would make perfect OBB sites.

IX. Members' Comments

- Tom Snow (CMHA) reported that there is a huge waiting list for housing. There are 800+ names on the waiting list but only 40 vacancies at this time. There are 10 vacancies in public housing, all for re-hab.
- Kim Steele-Simmons (KSU) reported that currently, enrollment is good. Human Services began offering Bridges Out of Poverty training to students. The Getting Ahead program may be offered as a course if it works well in Human Services.
- Karen Arbogast (FCFC) reported that a budget is finally in place. They had cuts in all areas. The only lay-offs were at the Health Department. On a positive note, 9 kids were identified for the Home Choice program to help them adjust to coming back home to their families.
- Carol Bretz (CAA) announced that they are waiting for State approval of a Block Grant. The CAA Board received \$441,000.00 in stimulus money which will be used in part to

hire a County Economic Development Director. They advertised for the position. It has taken a lot of time to go through the applications, and they have found that most of the applicants are not qualified for the position. An Economic Development Initiative Board will also be chosen to oversee the director. They have lost about 5-6 months of the 18-month shelf-life of the stimulus money and are hoping that Congress will extend the timeframe for these funds into 2012.

- Eloise Traina (FRC) asked members to please return the Prevention of Drug Abuse Coalition survey as soon as possible to Cathy Chaffee. They are celebrating Recovery Month. The annual event at the gazebo will be held tomorrow (9-23-09). She passed out flyers.
- Pat Baumgarner (MHRS Board) distributed some cards to members to support “No More Cuts in Mental Health”. She will take the cards to Columbus with her on Monday, September 28th.
- Eileen Dray-Bardon (CCDJFS) reminded members about the Abused Children’s Levy Renewal which will be on the ballot in November. The levy failed twice in 2008. Since then, the Kyes Girls Home was closed, they have worked with the Courts and the Prosecutor’s Office to prevent children from coming into care. She passed out levy pins and levy information sheets to members. She also brought flyers from the Commissioners office regarding the county sales tax 5-year renewal and Health Department flyers regarding the replacement levy for the cancer clinic.
- Carol Harvey (DJFS) announced that she had 50/50 raffle tickets for the levy fund if members were interested in purchasing some.

There being no further business to discuss, Eloise made a motion to adjourn the meeting which was seconded by Jack.

The next Planning Committee meeting will be held on Tuesday, November 24th, from 9-11 am at the MHRS Board.