

**Job and Family Services Planning Committee Meeting
September 27, 2011
9-11am
Family Recovery Center – Brookfield Street Site**

Present:	
Karen Arbogast	Family and Children First Council
Carol Bretz	Community Action Agency
Kathie Chaffee	Mental Health and Recovery Services Board
Luann Dunham (rep.)	Department of Job and Family Services
Jack Hile (rep.)	Mahoning Columbiana Training Association
Jana Keuper	Department of Job and Family Services
Barb Lynch	East Palestine, Ohio
Roger Sikorszky	Counseling Center
Tom Snow	Metropolitan Housing Authority
Eloise Traina	Family Recovery Center
Excused:	
Eileen Dray-Bardon	Department of Job and Family Services
Pam Hoppel	East Liverpool Area Chamber of Commerce
Kimberly Steele-Simmons	Kent State University – Salem, ELO
Rev. Mark Wilds	New Lisbon Presbyterian Church
Absent:	
Tracy Drake	Columbiana County Port Authority
Atty. Jeffrey Lilly	Community Legal Aid
Denise Taylor	East Liverpool Community Resource Center
Anna Marie Vaughn	Educational Service Center
Tom Volino	Shining Reflections

- I. **Establish a Quorum** – Vice-Chair Jana Keuper called the meeting to order in the absence of Chair Kim Steele-Simmons. Guest Luann Dunham acted as representative for Carol Harvey of CCDJFS in order to establish a quorum (10 members). Luann reported that Eileen Dray-Bardon and Carol H. were absent due to their involvement in CCDJFS Union negotiations.
- II. **Approval of Minutes** – Jana entertained a motion to approve the minutes from the July 26th special meeting. A motion was made by Carol Bretz and seconded by Karen Arbogast to approve the minutes. Motion carried.
- III. **Agenda Additions/Deletions/Corrections** – There were no additions, deletions, or corrections to the agenda.
- IV. **Adopt Agenda** – A motion was made by Roger Sikorszky and seconded by Jack Hile to adopt the agenda. Motion carried.
- V. **Introduction of Guests** – Jana welcomed Jack (MCTA rep for member Bert Cene) and regular guest, Luann who was also acting as CCDJFS rep for member Carol H.
- VI. **Reports**
 - a. **Work Participation** – Luann reviewed the 2011 OWF Report on the All Family and Two-Parent Work Participation rates. She reported that the State has not met the standards for these two programs and could face over \$32 million in sanctions for the

first year if the rates do not improve. Effective 10-1-11, all counties must meet the rates, and if they do not meet them in October, they must make up the difference the next month so that each month the average rate meets the required standard. Columbiana County's highest rates for these two participation categories were in March with 60.5% participation in the All Family program and 73% in the Two-Parent program. Eloise Traina stated that this was an unrealistic goal for counties to meet, and Luann agreed that all counties continuously struggle to meet these standards. Luann also stated that some folks who have documentation from their physicians stating that they are physically or mentally unable to work are still counted in the county's participation numbers which makes it even harder to meet the required standards. Luann reported that there is a videoconference this week on Thursday, 9-29, regarding policy changes and electronic site monitoring (enabling agencies to view participants when they report to or leave the worksite). The State (ODJFS) is also looking into Corrective Action Plans for counties, changes to the State Hearings process, and procedures which have been successful in other states.

- b. Caseload and Applicant Reports** – Luann reviewed the recipients and expenditures in the Food Assistance and Medicaid programs. The numbers of recipients and total expenditures continue to increase in both programs.
- c. Monitoring Reports** – Luann reviewed the APS referrals and investigations; NET monthly activity and expenditures; initial applications approved and denied and the timeliness of processing them (Food Assistance processing has decreased to an average of 90% timeliness); Assistance Dollars issued; and the PRC applications and expenditures. Luann reported that August initials were up which is typical with school starting up again. An average of 120-125 initial applications per month are taken at the satellite office (ELO Hospital).
- d. Contract Monitoring Reports** – Luann reviewed Carol H.'s end-of-year outcomes report for each provider showing individuals served and the costs for the year.
- e. One-Stop Report** – Jack shared the traffic report. Since the July Planning Committee meeting, they have seen 255 new job seekers and 1,010 returning job seekers for a total of 1,265. Of the 1,265, 85% reported that they were happy with the services they received at the One-Stop; 1% of them were not happy; and the remaining 14% did not report anything. Jack reported that they are seeing more frustrated job seekers. He reported that the Job Expo was a success with 72 good employers attending from 5 counties in Ohio and PA. Over 3,000 job seekers attended, the majority of which were higher quality job seekers (holding Bachelor and Master degrees) with job qualifications ranging from entry level to skilled to professional from across all industries. There was an increase in Columbiana County employer participation in the Expo this year including representatives from Salem Community Hospital and Brass Access in Salem. **A Manufacturing Coalition is being formed to address the needs of area manufacturers and to identify skills gaps.**

VII. Old Business

- a. CCDJFS Budget/Allocation Update** – Luann reviewed the TANF funding comparison sheet for the years SFY10, SFY11, and FFY12. Since 2010, there has been a 27.5% decrease in TANF funding (\$1,223,349.00). Funding has been cut while the need in the county has increased. Also, Commissioners have had to **increase health insurance premiums by 30% effective September 1, 2011. This means that CCDJFS will have to pay \$125,000.00 more in health insurance premiums for the last 4 months of the year (an additional yearly cost of \$375,000.00).**

- b. **Building Update** – Luann reported that the estimated **date of the completion of the new Government Services Building is still March 1, 2012 with a move in date of April 2012. Work is progressing nicely.** Some challenges being addressed include accessing gas lines under State Route 45 and back fill work and dampness.

VIII. New Business

- a. **Presentation of 2011-2013 Community Plan** – Luann presented the Community Plan Revision. Some goals and strategies were adapted to reflect the current needs of the community as well as shrinking funds. Sections of the Community Profile were updated if more current data was available. The “Plan in Review 2009-2011” section summarized the goals which were met in the previous plan revision. This was also the period when significant budget cuts took place. In the “Planning for the Future 2011-2013” section, transportation needs remain a big concern in the community development goal. **The NET and JARC programs remain in place to assist people with their transportation needs. Outreach to families will continue to focus on providing Medicaid and Food Assistance services, and the CCDJFS satellite office is still operating to meet the needs of the residents in the southern part of the county. The workforce goal will focus more on the employment and job retention of the youth in the county. Under Section III of the Plan, “Goals, Objectives, and Implementation Strategies,” Poverty Simulation training was added as a strategy to increase community awareness of poverty in Columbiana County. Information on Work Participation Rates reporting was also added as the State is struggling to meet its federal requirements in this area.** A brief discussion on the ramifications of eliminating the car repairs program took place. There is a big concern about how this will affect clients. Luann reported that auto repair shop owners reported that they were having trouble finding the parts for most of the cars because they were so old. Clients have had to wait long periods of time for parts to come in or to be found at all, and the costs of the parts and repairs have many times exceeded the \$1,000.00 PRC limit. Luann reported that they have seen an increase in the use of gas vouchers. Eloise also stated that she would like to see more help with getting drivers licenses re-instated. **Jana read the Resolution to accept and adopt the revised Community Plan for 2011-2013. Eloise made a motion to do so which was seconded by Roger. Motion carried. Members signed the Resolution. Eileen will be presenting the revised Community Plan to the Commissioners tomorrow (9-28-11).**
- b. **PRC Plan Revisions and Biennial Review** – Members had received the PRC Plan revisions with the meeting materials so that they could review them ahead of time. Luann reported that **CCDJFS has had to cut direct services to families from \$500,000.00 to \$200,000.00. She reviewed the PRC Summary of Changes: Job Preparation Services and Benefits were removed for recently employed individuals, for able-bodied 18-60 year olds, for underemployed individuals, and for unemployed individuals; Proficiency Test/Tutoring and Remediation Services were removed; Transportation Services and Benefits removed the car repair program and the insurance payment program; Relocation Assistance services were removed; Head Lice Eradication services were removed from Community Action and brought in-house to CCDJFS; Contingency Services for security deposits and rent payments were removed; Pregnancy Prevention services were removed. A letter informing schools and agencies of the changes in the Head Lice Eradication program effective 10-1-11 went out this week. Eligible people must be under 200% of the poverty level. The CCDJFS contact for these services is Candy Taylor. The kits will be available only at**

the Lisbon office. Tom Snow reported that Wellsville is currently having a big problem with head lice. Luann will check about having kits available at the EL Hospital. There being no further discussion, Jana read the Resolution regarding the PRC changes and Biennial review. Kathie Chaffee moved to accept and approve the PRC changes. Carol B. seconded. Motion carried. Members signed the Resolution. Eileen will also be taking the PRC Plan revisions and Biennial review to Commissioners tomorrow.

IX. Members' Comments

- Tom reported that Pam Hoppel was told 2 weeks ago that she needed to have dialysis 7 days a week, and then she had a mild stroke this past weekend. He asked that members keep her in their prayers. He also reported that their Section 8 program will get the same amount of funding in 2012, but their administrative funding was cut in half.
- Carol B. reported that Bow season began last week. **Hunters who would like to donate deer to the food pantries may take their deer to one of the 3 meat processors (Horst Packing, Leetonia IGA, or Minerva Frozen Foods). HEAP will begin on November 1st – she expects that they will be very busy taking applications.** A Poverty Simulation was held on 9-21-11. Carol reported that they had a good turn-out (35 participants) – some from various schools in the county. The trainers came from Michigan and were excellent. **Both United and Crestview schools have expressed interest in hosting simulations. In order for the simulation to be most effective, there needs to be at least 30 participants. CAA has the Poverty Simulation kit and will coordinate with other agencies to hold simulations. Carol will e-mail Poverty Simulation statistics to Terry Macaleese who will forward them on to committee members. CAA's Senior Aide program is now being administered by CCDJFS HR Administrator Sheri Beverly.** Carol reported that the transition was very smooth. CAA could no longer administer the program due to funding problems with the local match. There were 40 seniors working in the program – that is currently down to 25. Work hours are also down now to 12 hours per week. It is hoped that the hours will increase to 20 again sometime in mid 2012. **As of November 1st, CAA's Senior Nutrition Program will move to the Easter Seals office in Youngstown.** CAA has been subsidizing that program (approximately \$82,000.00 per year) and has administered this program since 1973. This was hard for them to give up. Carol reported that it is uncertain if Easter Seals will be able to serve the numbers of people that CAA has been serving, and changing meal vendors could be a challenge. Carol obtained some statistics from Eileen and discovered that Columbiana County is a "Big 10 County" (the only rural county on that list) and gives out over \$2 million per month in food assistance to county residents.
- Karen was very glad to hear about the success of the recent Poverty Simulation. She asked Carol B. again for the locations of the deer meat processors as her brother-in-law was interested in donating a deer. Carol gave her that information.

Eloise made a motion to adjourn the meeting. Meeting adjourned at 10:20 am.

The next Planning Committee meeting will be held on Tuesday, November 22nd, from 9-11 am at the MHRS Board.