

LOGAN COUNTY FAMILY & CHILDREN FIRST COUNCIL
EXECUTIVE/FINANCE COMMITTEE MEETING
Thursday December 15, 2011 @ 8:00am
Discovery Center

MINUTES

MEMBER ATTENDANCE

Tony Core, Chair/Co. Commissioner	Debbie Hamilton, Parent Rep	Beth Harman, BCS
David Higgins, MHDAS Board	Annette Deao, Family Court	Kay Shroer, Project Child
Alice Meadows, Parent Rep	Kyle Dickenson, DYS	Melanie Engle, CSB
Boyd Hoddinott, Health District	Dan Willoby, DJFS	

STAFF ATTENDANCE

Angela Haver, Stephanie Snyder, Margaret Appel, Angie Hackley

GUEST ATTENDANCE

Vincent Ciola, CSB Susan Jones, BDD

I. WELCOME AND INTRODUCTIONS

Tony Core, Chair called the meeting to order at 8:00 a.m.

II. AGENDA

Dan Willoby made the following motion:

To APPROVE the AGENDA

David Higgins seconded the motion and it passed unanimously.

III. MINUTES

Debbie Hamilton made the following motion:

To APPROVE the November 2011 Executive/Finance Committee MINUTES

David Higgins seconded the motion and it passed unanimously.

IV. FINANCE REPORTS

Debbie Hamilton made the following motion:

To APPROVE the OCTOBER & NOVEMBER 2011 FINANCE REPORTS

Dan Willoby seconded the motion and it passed unanimously.

Discussion:

Director reported at the end of November, 42% of fiscal year was completed. Income at this time on target at 45% and expenses as well at 45%. Cash on hand November 30th was just under \$85,000. Received \$747 in Toasty Tots donations from AGC, Indian Lake Moose, Centurylink, and Wren's Florist. Anticipate donation from Heartland Tree Auction and did receive \$245 from 664 AC&W squadron Reunion Committee in addition to 92 donated items (hats, gloves, scarves). In October we paid for the Stand for Peace Challenge Day, a cost of \$12,000 from the Drug Free Communities grant. Gas and TLC vouchers were also replenished in October.

V. JOB DESCRIPTIONS

David Higgins made the following motion:

APPROVAL OF JOB DESCRIPTIONS for EXECUTIVE DIRECTOR, PROJECT DIRECTOR-COMMUNITY PREVENTION, PROJECT DIRECTOR-SYSTEM OF CARE, and ADMINISTRATIVE COORDINATOR

Alice Meadows seconded the motion and it passed unanimously.

Discussion:

Melanie Engle shared the sub-committee including Debbie Hamilton, herself, Angela Haver, and Sara Tracey with the ESC reviewed job descriptions and recommend them for approval. Angela Haver shared the job descriptions had not been approved in over 6 years and consisted of dramatic changes with the reduction in force it is time they were reviewed by the Council.

VI. PERFORMANCE STIPENDS

Tony Core advised the Committee to consider going into Executive Session for the purpose of personnel matters.

Dan Willoby made the following motion:

TO ENTER EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING PERSONNEL MATTERS.

Debbie Hamilton seconded the motion and a role call vote was conducted as follows:

Yes votes: Annette Deao, Dan Willoby, Alice Meadows, Melanie Engle, Kay Schroer, Dr. Boyd Hoddinott, David Higgins, Debbie Hamilton, and Tony Core. There were not any no votes.

Kyle Dickenson arrived to the meeting at 8:20 am and joined the Executive Session.

The Committee came out of Executive Session at 8:30 am with no action taken during the Executive Session.

David Higgins made the following motion:

APPROVAL OF FOUR \$500 PERFORMANCE STIPENDS, INCLUSIVE OF BENEFIT COSTS, FOR ANGELA HAVER, STEPHANIE SNYDER, MARGARET APPEL, AND ANGIE HACKLEY IN RESPONSE TO POSITIVE EMPLOYMENT EVALUATIONS.

Boyd Hoddinott seconded the motion and it passed with a no vote from Annette Deao and an abstention from Dan Willoby.

Discussion:

Dr. Hoddinott thanked the employees for their hard work over the years.

Angela Haver thanked the Committee for their recognition of the exceptional work of their employees with the stipend.

VII. Policy Sub-Committee

The Director requested a sub-committee of three members be commissioned to review proposed amended policies in January for review by the committee in February. David Higgins, Debbie Hamilton, and Alice Meadows volunteered.

VIII. Home Choice Funding

Angie Hackley informed the Committee that in November Family & Children First has been approved as a Home Choice provider for Social Work, Independent Living, and Community Coaching services in addition to having previously been approved as a Transition Coordinator. With these services, per child, Council can bill up to \$16,000 per enrolled child over the demonstration period (consisting of pre-transition time while in residential placement and 365 days after return to the community). Currently Council has 4 children enrolled with two remaining in residential and two who have returned to the community. Angie Hackley is overseeing the office in the process of refining local processes and paperwork to be in compliant with rules for providers.

IX. OPEN AGENDA & MEMBER SHARING

Board of DD Susan Jones reported there is a reception for her and Joe's retirement today at 3pm and will also welcome their new Superintendent Saul Bauer.

- Children Services Melanie Engle shared their Christmas in the Park continues at the Indian Lake Campground. Please go and support their efforts.
- Health District Dr. Hoddinott shared they lost three of their home health nurses who are now working for the state department of health. It is a time consuming process to hire and retrain these nurses.
- Beth Harman joined the meeting at 8:45 am.
- MHDAS Board David Higgins reported they are anticipating another 10% cut in January.
- DFYC Margaret Appel thanked the Committee for the stipend. Challenge Day Youth Conference is scheduled in January at Camp Wilson. The youth council is very active this year and has kept Margaret busy.
- BCS Beth Harman shared they have bids for construction of the new buildings coming in and are planning to vote at their next board meeting.
- Parent Rep Debbie Hamilton shared the fraternal order of police has selected her child to help during Christmas.
- Commissioners Tony Core shared the budget corrections bill is coming in January and advised members to not only look at figures but correction language that will impact statute. Angie Haver mentioned there has been talk about making FCF at the county level optional and not required.

X. ADJOURNMENT

Debbie Hamilton made the following motion:

To ADJOURN the DECEMBER EXECUTIVE/FINANCE MEETING

Kyle Dickenson seconded the motion and it passed unanimously.

Executive Finance Committee Chair

Date