

**SUMMIT COUNTY CHILDREN SERVICES  
BOARD OF TRUSTEES  
FEBRUARY 27, 2018 MEETING MINUTES**

<u>Board Members</u>	<u>Board Members</u>	<u>Executive Team</u>
✓ Anna Arvay, Chair	✓ Montrella Jackson	✓ Julie Barnes
✓ Anne Connell-Freund, Vice-Chair	✓ Beth Kuckuck	✓ Amy Davidson
✓ GinaKaye Maddox, Secretary	✓ Keith Malick	✓ Darin Kearns
✓ Omar Banks	✓ Diane Miller-Dawson	✓ Valarie Nash
✓ Pastor Luther Cooper	✓ Katie Stoyhoff	✓ Katerina Papas
✓ Nancy Holland		

**Staff Present:** Audrey Arend; Darlene Baad; Dawn Boudrie; Jon Hart; Bob King; Sushila Moore; Ann Ream; Rachel Stevenson; Michelle Tersigni; Beth Lowe - Recording Secretary

**Others Present:** Jen Thames

**Call to Order and Roll Call**

Ms. Arvay called the meeting to order at 5:33 p.m.

**Approval of Minutes**

Ms. Arvay requested a motion to approve the minutes of January 23, 2018. Mrs. Stoyhoff moved to approve the minutes; seconded by Ms. Jackson. The motion carried.

**Public Comment**

Mr. Lavery submitted a letter requesting to speak to the Board regarding agency policies and procedures; however, he was not present at the meeting.

**Women's Auxiliary Board**

Ms. Thames, Women's Auxiliary Board (WAB) President, announced the WAB earned \$470 from the Acme receipts that were collected for the Community Cash Back Program and thanked all who collected them. On December 7, the WAB held a luncheon and bake sale which raised \$280 for the Father Factor graduation. At the luncheon, the following WAB members were recognized for their years of service: Bev Vanderveen - 45 years; Bev Foss - 45 years; Mary Jane McKorkle - 40 years; Alma Slack - 30 years; Maxine Heldridge - 25 years; Pat Stuhldreher - 15 years; and Mary Ann Sayre - 15 years. On December 13, WAB members assisted 15 dads shop at the Toy Room and wrap gifts for their 36 children as part of the Father Factor program.

So far this year, the WAB received a total of \$15,500 in grants for the Beds for Kids program: \$6,000 from the Welty Foundation; \$5,000 from the O'Neil Foundation; \$2,500 from OMNOVA and \$2,000 from the Millennial Fund. The WAB received a proclamation from two Ohio Senators for their contributions towards the Beds for Kids program which will be framed and displayed in the agency's WAB Rooms. The WAB received \$4,175 in contributions from WAB members and members of the community for the Sharing and Caring Fund. This fund is used to supplement enrichment activities for children in care such as music or dance lessons, and camp. The craft committee met on February 26 and made over 200 craft kits and more *Birthday in a Bag* kits to be used by children and their families during visits at the Family Interaction Center (FIC) in March and April.

The WAB will participate at the Easter egg hunts scheduled on the agency's grounds on Saturday, March 24 and will participate in the Father Friendly Event on Saturday, June 9 at Lock 3 in Downtown Akron. The WAB donated \$200 for decorations and supplies for the Annual Social Work Appreciation luncheon scheduled for March 15 and the Annual Support Staff Appreciation luncheon scheduled for April 12. Some WAB members will help set up for both events as well. The WAB's 70<sup>th</sup> Anniversary Open House is scheduled for Friday, June 15 at the agency. Invitations will be sent out soon.

### **Committee Reports**

#### **Citizen's Advisory Committee**

Ms. Kuckuck, Committee Chair, reported that the committee met on January 17 and heard a presentation from Community Support Services about their homeless outreach program. Ms. Kuckuck also introduced **Resolution 02-2018-27/C** requesting authorization to appoint Pastor Herman Matherson, Chief Operating Officer of The House of the Lord, to the Citizen's Advisory Committee of SCCS for a three-year term, beginning March 1, 2018 through February 28, 2021. Ms. Kuckuck made a motion to approve; seconded by Mrs. Stoyhoff. The motion carried. Resolution approved.

#### **Resources Committee**

Ms. Connell-Freund, Committee Chair, reported that the committee met today, approved the minutes of January 23, 2018, and heard a financial statement report from Mr. Kearns. As part of the Resources Committee report, Mr. Kearns provided a summary of the financial statement report to the full Board. The Resources committee also heard from Mr. Kearns and Mr. King who presented a detailed levy projection spreadsheet which included a forecast for the next 12 years, covering two levy cycles.

#### **Resolution 02-2018-27/B**

Authorization to issue an Invitation to Bid (ITB) in order to solicit competitive sealed bids for floor cleaning services for buildings on the SCCS campus. Ms. Connell-Freund made a motion to approve; seconded by Pastor Cooper. The motion carried. Resolution approved.

### **Executive Director's Report**

Ms. Barnes reported the following:


- Overall custody numbers have increased dramatically.
- Intake caseloads are being closely monitored while focusing on timely completion of assessment/investigations and other mandates. A total of 250 new Intake cases were assigned in January 2018 compared to the monthly average of new Intake cases assigned in 2017 which was 239.
- Day Hotline staff continue to support front-line workers through their cross-training and changed job description. Some of the assistance provided included completing visits, making phone calls, and entering data.
- In hopes of reducing turnover of Intake caseworkers in their first year, the Training unit will transition to Social Services to allow for consistency and fluidity between the training and transition programs.
- Three caseworkers were promoted to the position of Intake Supervisor. These three openings are the result of two managers transferring to new roles in the agency and the creation of a new Intake Supervisor position to better manage the worker/supervisor ratio.

- Agency staff attended the kickoff to the Quality Improvement Center on Workforce Development (QIC-WD) in Columbus. Summit County is one of six counties within Ohio who will function as an experiential group of a chosen intervention directed at reducing turnover within child welfare. The agency is excited for this opportunity and are hopeful that our research will positively impact our agency, profession, and outcomes for children. A member from the QIC-WD team was at the agency to administer three surveys to caseworkers for a baseline rating.
- The STARS grant ends July 31, however, agency staff met with representatives from the Alcohol, Drug Addiction, and Mental Health (ADM) Board and Summit County Public Health (SCPH) to identify a sustainability plan. At this time, it appears that a majority of the programs and services will be able to continue.
- Two agency staff traveled to Missouri with the Waiting Child Fund for training on the 30 Days to Family Model in anticipation of the March kick-off of the program. Staff also attended an initial training conference for the Succeed Parent Support Group in Richland County.
- Client Rights Department staff are conducting an in-depth analysis on consumer rights data to ensure the best possible service to our clients.
- SCCS is participating with the state to develop the Child and Family Services Review (CFSR) Program Improvement Plan (PIP) and meetings have taken place with agency staff to share the details of the findings and to start making practice changes.
- Two participants from the agency's inaugural Leadership Academy class were promoted from caseworkers to Intake supervisors.
- A total of eight managers will participate in a Leadership Coaching program. Each manager will participate in a one-hour intake session and then meet with a coach for an additional seven sessions.
- New rubberized flooring is being installed at the FIC.
- A new furnace was installed at the FIC to replace one which failed and could not be repaired.
- The painting in the lobby and the Women's Auxiliary Board (WAB) Rooms is complete.
- The agency has begun the procurement process for professional and general liability insurance.
- As part of the agency's communication plan, a survey was launched to gain community impressions of SCCS. Board members are free to respond to the survey.

### Adjournment

Ms. Arvey requested a motion to adjourn. Mrs. Stoyhoff moved; seconded by Ms. Holland. There being no further business, the meeting adjourned at 5:54 p.m.

  
 GinaKaye Maddox, Secretary  
 Board of Trustees

  
 Julie Barnes, M.Ed., LSW  
 Executive Director