

**ALLEN COUNTY CHILDREN SERVICES
BOARD MEETING
April 18, 2017**

Members Present: Dr. Hughes, Ms. Provaznik, Mr. Reiff, Mr. Howard, Mr. Stolly, Mr. Long, Ms. Fox.

Not Present: Mr. Hayne, Dr. Holmes, and Mrs. Eggert.

Dr. Hughes called the Board meeting to order at 5:21 p.m.

The Board minutes of March 21, 2017 were approved as written.

AGENCY BUSINESS

o ***COMMITTEE REPORTS***

• **Budget and Finance Committee** –

Timing of revenue discussed. It is believed there was a resolution to support change in reserve amount. Ms. Provaznik to review her files. Finance committee discussion included procedures and spending limits implemented during fall of 2016

Custody numbers reviewed and compared to point in time 2016. Child safety and risk reduction continue as focus of efforts. Procedural changes reviewed:

- o ESSA limits for assistance.
- o Weekly network meetings include per diems.
- o Oversight of each placement decision occurs. Department Director participation in case conferences. Focus on safety and risk reduction in addition to case plan goal completion. Possible to ensure safety and reduce risk prior to all case plan services completed.
- o Electronic correspondence with SARS
- o Office supply limits identified
- o Donations discussed and prior legal interp received.
- o Personnel: Open positions are reviewed to ensure any needed changes occur.
- o Healthier Buckeye grant discussed. Provides for Community Navigation.

Budget and Finance committee to begin meeting in the fall.

There was a correction to the YTD for salary lines in the report that accompanied the board packets, this was distributed by Mrs. Sidener.

RESOLUTION 0317-01: Ratifies the payment of bills for the month of March 2017.

Ms. Provaznik made a motion to approve, Ms. Fox seconded, Motion carried, resolution adopted.

- **Community Engagement Committee** - Did not meet. On Sertoma schedule for summer.
- **Donated Funds Committee** – did not meet.
- **Nominating Committee** – did not meet.
- **Personnel Committee** – did not meet.
- **Program Services Committee** – did not meet.
- **By-Laws & Policy Committee** – did not meet.

o **PROGRAM DIRECTOR'S REPORTS**

Custody numbers and case numbers discussed and reviewed.
Residential placements and step downs reviewed.
Dr. Hughes stated it is a lot of work and requires contributions from all involved. Mr. Long advised of timeframes for financial impact.

o **EXECUTIVE DIRECTOR'S REPORT**

There was a request from the Board and Finance committee to reduce and simplify the data reports presented each month. This will be addressed over next several meetings. The committee would like try and reduce reports needed by the board, focusing on quality versus quantity. Ms. Scanland stated the agency will continue to track the data but will look at reports in an effort to simplify. Ms. Fox suggested to check to see what is actually required. Ms. Fox and Ms. Provaznik stated the agency should bring the information they believe is valuable and gives a snapshot of the agency business.

MEDIA REPORT:

Child Abuse Prevention month activities:

- o April 21, 2017 - Cook Out, here at agency, 12 noon-2pm
- o April 28, 2017 - Lularoe Fundraiser at agency, 5:30pm-8pm
(Possible online catalogue, or Facebook Live)

Congratulations to Board Member Mr. Jason Stolly for being nominated for a Chamber award.

o **OLD BUSINESS:**

Financial Reserve: Follow Up next month

Mr. Long made a motion to table this discussion until June 2017 Board meeting, Ms. Provaznik seconded, Motion carried.

Board Meeting Attendance Policy: This discussion will be moved to the nominating committee.


- **NEW BUSINESS - None**
- **EXECUTIVE SESSION**
- **CHAIRMAN'S REPORT**
- **ADJOURNMENT**

Mr. Stolly made a motion to adjourn, Mr. Long seconded, Motion carried, meeting adjourned.

Respectfully submitted,



Joanne K. Sidener
Administrative Coordinator



Dr. Jennifer Hughes, Ph.D., MSW, LISW-S
Board Chair



Cynthia M. Scanland, MSSA
Executive Director