



# **Perry County Family & Children First Council (FCFC)**

## **Quarterly Meeting Minutes**

**Date:** January 20, 2026

**Time:** 9:00 AM

**Location:** Perry County Job & Family Services Opportunity Center

**Meeting Called to Order:** 9:02 AM by Chairperson Amy Frame

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## **Welcome and Introductions**

Chair Amy Frame welcomed all attendees. Introductions were made around the room.

The following members and guests were present:

- Roger Birch
- Theresa Kane
- Ashley Reed
- Serena Dunn
- Amy Frame
- Chase Bennett
- David VanCleave
- Mendra Hupp
- Lori Hollingshead
- Carla Stimmel
- David Kennedy
- Misty White
- Caley Boyden
- John Wilson
- Kim Horn

- Theresa Moore
- Alex Miller
- Wendy Winegardner
- Brittany Arick
- Tina Emory
- Clarissa Reynolds
- Linda Williams
- Lea Ann Wells
- Melissa Kennedy
- Stacie Rodgers

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### **Approval of Previous Meeting Minutes**

Chase Bennett made a motion to approve the minutes from the October 14, 2025, FCFC Council Meeting, seconded by Linda Williams.

Motion passed unanimously. The approved minutes will be posted to the FCFC website.

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### **Quarter 2 Financial Report**

Lori Hollingshead, PCJFS Accountant, presented the financial report:

A detailed financial overview was provided for Quarter 2. Highlights included the status of key funding sources:

- Kinship Care Connections**
  - Current balance: **\$1,333.00**
- FY26 Administrative Funds**
  - Beginning Allocation: \$30,750.00
  - Remaining Balance: **\$27,600.87**
- JFS "SSO" Fund Contribution**
  - Balance remaining: **\$57,351.76**
  - No expenditures in Q2.
- FY26 Family-Centered Services and Supports (FCSS)**
  - Beginning Allocation: **\$27,493.00**
  - Remaining balance: **\$17,169.59**
  - **YTD Services: Respite** \$5,250.00, **Gas Reimb** \$1372.18, **NCIHPCC** \$3,600.00, **Social/Recreational Activities** \$101.23
- FY26 Multi-System Youth (MSY) Administrative Funds**
  - Beginning allocation: **\$3,600.00**
  - No expenditures to date.
- CSB 12% MSY Portion**
  - SFY26 Allocation: \$11,447.52
  - Balance remaining: **\$20,531.96** (includes prior balance)
- Shared Plan Priority Incentive**
  - Balance: **\$16,784.37**
  - No expenditures to date.

**8. Family Youth Voice Incentive**

- Balance: **\$7,812.50**
- No expenditures to date.

**9. Pooled FCSS (CSB, DD, MHRB):**

- Balance: **\$349.24**

**10. Help Me Grow:**

- SFY26 Q1 invoice paid in November 2025, \$28,356.38.

**Summary:**

The beginning balance in the FCFC Fund on October 1, 2025, was \$163,314.92. Total expenditures for SFY26 Q2 was \$37,929.50, with a total Revenue SFY26 Q2 of \$28,356.38. This will bring the ending balance as of December 31, 2025 to \$153,741.80.

**Discussion:**

With the hard work of Lori Hollingshead applying for Administrative Funds, \$20,000.00 was awarded.

**Motion:**

Theresa Kane moved to approve the Quarter 2 Financial Report, seconded by Caley Boyden. The motion passed unanimously with no objections.

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**Early Intervention Report**

**Presented by:** Ashley Reed

- A service coordinator has completed the training.
- There has been a trend of referral numbers from Children Services going down. A meeting is going to be set up for further discussion.

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**Service Coordination Report**

**Presented by:** Amy Frame

- **Current Active Cases:** 6
- **Services Provided:**  
Invoices received for respite care, in-home parent child coaching.
- **Meetings:**
  - Currently met with 3 families. The fourth has been scheduled.
  - Some services have been renewed.
  - Once plans updated, then will form a team, and meetings will begin in March with the team identified by each family.
- **Recommendations:**
  - Improved transparency in referrals and service coordination
  - Hiring of a new coordinator to lead policy implementation and case follow-up
- **Coordination Team Members:** Katie, Stacey, Darlene, Roger, Kendra, Jenna
- **Service Coordination Meetings:** Have held three monthly meetings in November, December, and January.

Amy will investigate to see if her report needs approved for the next meeting. No vote taken.

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## **Service Coordination Mechanism Review**

**Presented by:** Amy Frame

- Discussion on the age that is throughout the document. Alex Miller from OhioRise explained some of the language around eligibility at age 20 that was questioned is specific to OhioRise services and this is accurate.
- Amy will update the Non-Mandated Members list.

### **Motion:**

- Motion by Chase Bennett, to approve the Service Coordination Mechanism with updated non-mandated members, and correction to spelling of a name on mandated members list. Seconded by Theresa Kane  
Motion passed unanimously.

**This will be sent to DCY and updated on the webpage.**

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## **Service Coordinator Position Update**

- **Job Description from three partners:**
    - Board of DD has their draft ready.
    - Workforce has the GRIT component.
    - FCFC Service coordinator description.
  - **Policies and Forms:**
    - **Respite policy and Provider Service Reimbursement Form:**  
New policy and procedure for respite providers of PCFCFC. Overnight and day respite rates are recommended to increase to \$125 for overnight (16 hour min) and \$10/hour, up to 8 hours (\$80) for day respite. This will be sent out to all families and providers and will be tied to the goals in the plan of care for the child. These services would then be reviewed by the child's team as well as the service coordination team. Theresa Moore made motion to approve the policy and reimbursement form. Second by Linda Williams. Motion passed unanimously.
    - **Service Coordination Approval Form and Gas Reimbursement Form:** This is completed by the coordinator with recommendations for discussion and approval by the service coordination subcommittee. Once the form has been reviewed and signed, it would then be forwarded to fiscal for payment tracking and processing. The gas reimbursement has been updated to \$.20, which is the state Medicaid rate. Theresa Kane made motion to approve both forms and second by Theresa Moore. Motion passed unanimously.
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## **2026–2028 Shared Plan Review**

### **Due in February**

- Baseline is needed to determine what support will change the outlook of the children.
- Data needed:

- Number of families served
- Meeting attendance numbers
- Web site usage (online referral)
- Data from youth and poverty care.

Amy will complete this in February 2026, once the link is sent by DCY.

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#### **Constitution & By-Laws Update**

- Signatories and branding updated
- Will be posted to the website once approved

#### **Motion:**

Caley Boyden moved to approve the Constitution and By-laws, seconded by Theresa Kane.  
Motion passed unanimously.

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#### **Agency Updates**

- Board of DD, Caley Boyden, will be working on a new strategic plan in 2026.
  - Wendy Winegardner, Protective Services, Wear Blue April 8<sup>th</sup> and local PACT advisory group is looking for a father voice to join.
  - BBBS are getting high school bigs for the middle school program
  - HAPCAP has info for their pregnancy program.
  - PBHC are finalizing their merger.
  - Theresa Moore stated that DSP providers are needed for in home.
  - Chase Bennett stated that today will be finalization for the courthouse lights. Also talked about the potential property tax ballot issue.
  - Alex Miller discussed that Ohio has opened its 4<sup>th</sup> PRTF at Cincinnati Children's Hospital with 40 beds.
  - Legislative breakfast on January 29<sup>th</sup> at the PBHB Activity Center 9-10:30am.
  - Kim Horn mentioned there COAD has a staff person who is to help with families with linking to resources in the community.
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#### **Adjournment**

**Motion to Adjourn:** Linda Williams, seconded by Serena Dunn

**Meeting adjourned at:** 10:05 AM

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#### **Next Meeting**

**Date:** April 14, 2026

**Time:** 9:00 AM

**Location:** PCJFS Opportunity Center