

**Regional Services Council Meeting Minutes**  
**Region 11**  
**Meeting Date: July 31, 2013**  
**Meeting Location: Hamilton County DCS Office**  
**938 N. 10<sup>th</sup> Street**  
**Noblesville, IN 46060**

**Council Members Present:** Dan Brumfield, Annette Craycraft, Amanda Skinner, Christi Tucker, Brad Hoover, Dan Neal, Katherine Holtzleiter, Patricia Turner, Susan Elsworth, Kristina Hiatt, Austin Hollabaugh, Matt Kestian

**Council Members Absent:** Pam Knight, Stacey Pridemore

**Guests:** Dawn Talbot, Terri Parke, Carol Ammon, Wendy Rayburn, Scott Noel, Jill Hendricks, Jon Bennett, Kelly Hunckler, Meme Sneed, Toby Stark, Jama Donovan, Joshua Sipes, Jill Atteberry Lynne Wisneski, Brittany O'Connor, Julie Ensinger, Tyrone Humphrey, Angelena Martin, Linda Wrestler, Wendy Rayburn, Angel Metro, Tawanda Dent, Debbie Branfield, Beverly Mussetter, Mary Edmonds, Carolee Couch, Beth Dickerson

<b>Meeting Minutes</b>
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- Meeting was called to Order at 9:04 A.M. by Regional Manager Dan Brumfield.
  - **Old Business**
    - **Approval of Minutes from May 29, 2013 Meeting.** RSC members spent a few minutes reviewing the minutes from the March meeting. Annette Craycraft motioned to accept the minutes as presented, Dan Neal seconded the motion. Vote was taken, and the motion passed.
  - **New Business**
    - **Community Partners Update** – Dawn provided an update to RSC members. From July 1, 2013 – July 26, 2013, Community Partners had 37 referrals. DCS continues to be the main referral source of referrals. Referrals broken down by county:
      - Hamilton – 12
      - Hancock – 6
      - Madison – 15
      - Tipton – 1

▪ **Prevention**

- Allocated Funds for 7/1/13-6/30/14 = \$316,293.58
  - Respite - \$15,000
  - Socially Safe Teens - \$90,000
  - General Fund - \$20,000
  - Parenting Curriculum - \$10,000
  - Safe Sleep \$ 40,000
  - Sub Total - \$175,000
  - Plus Administrative costs - \$12,375
  - TOTAL - \$187,375
  - Variance/Reserve - \$128,918.58

▪ **RFP**

- Parenting Assessment RFP Request – Terri Parke from Promising Futures asked the council to consider an RFP for parenting assessments.
  - Utilize evidence based tests in combination with social history and observations to make recommendations regarding a parent’s risk of abuse or neglect.
  - They would service all counties within Region 11
  - The assessments will utilize approximately 5 billable hours, including the initial interview, observation of parenting, and the report writing.

Patricia Turner motioned to open up an RFP for Parenting Assessments, KC Hiatt seconded the motion, vote was taken and motion passed.

- Domestic Violence Batterers Intervention Program – Carolee Couch.
  - In Madison County they don’t have a provider for this highly needed program.
  - They are seeking approval from the council to open an RFP to obtain a provider that is willing to be based in Madison County.

Patricia Turner motioned that they open up an RFP for a Domestic Violence Batterers Intervention Program where the provider will be based in Madison County, Annette Craycraft seconded the motion, vote was taken and the motion passed.

- Respite – Dan would like to open the RFP for Respite one more time. What was lacking in the previous proposals was capacity.

We would like to know how many homes are available throughout the region. We would also like to see what the breakdown of what we would be receiving in the service. Dawn stated that it would be posted on August 1, 2013.

- **Socially Safe Teens** – In the past we only had one provider. This year we have given a contract to Chaucie’s Place for the Stewards of Children Program. We also had a proposal from the Cherish Center for their Socially Safe Teens Program. The Cherish proposal is the largest that the RSC will consider. We are trying to be fiscally responsible to both the region and the state. Wendy Rayburn explained how the funding was utilized the past two years and how the additional funding allowed Cherish to reach more children. The initial program dealt with cyber bullying, texting, sexting and date related things. We have now implementing programs for the younger kids. We are proposing to bring the child lures program into the schools. This program focuses on Pre-K all the way up to 5<sup>th</sup> grade. Dan stated that the proposal went back through the scoring committee via email and the recommendation came back to approve for the full amount of roughly \$90,000. Patricia Turner motioned accepting the Cherish RFP, Annette Craycraft seconded the motion. Vote was taken, motion passed.
  - **Multi Level Parenting RFP’s** – This is one that we would like to roll into the Community Partners Program. We felt that this was more of an extension rather than a separate program. What we agreed to do is that instead of funding the entire program, we would pay to buy the curriculum so that their entire staff can be trained. It is a cost savings to the region.
  - **Safe Sleep RFP** – Promising Futures received the contract.
- **New Services** – Carolee Couch provided an update. Comprehensive Home based providers have started their contract negotiations for the per diems rates. Please don’t give a referral until we have a fully executed contract. RFPs that were supposed to go out in June will be going out in the next week or so.
  - **Spend Down** – Dan reported that we had extra money to do a spend down from the 2013 fiscal year. That money was used to purchase car seats and Pack N Plays for the local offices. Promising Futures received funding that the RSC had approved for their anger management counseling programs. The rest of the money went back to Community Partners for their material relief.
  - **Safety Store Update** – It is up and functioning in each of the counties. The staff has been trained and the items are being distributed.

- **Suicide Prevention Training** – FCM has requested to attend the “train the trainer” training. The cost of the training is approximately \$400. We are not sure if we would be able to use prevention funds. Dan will get more details and then present it to the RSC.
- **Regional Finance Report** – Mary provided the financial report. We are in really good shape as far as our budget goes. We have a projected surplus of just under \$650,000.00 for the close out of 2013. Costs were up from last year, which is pretty typical though out the state. Mary isn’t sure when the 2014 budget will be released. There might be a new line item in 2014 for Collaborative Care, but that hasn’t been finalized. The Collaborative Care budget will come from the Family and Children from each region, so that will be money pulled from the region.
- **Provider Fair** – Dan provided an update. Our friends at Choices have been great. The first one will be held on August 22<sup>nd</sup> at the White River Church in Noblesville. They have the capacity for 40-50 agencies to have booth space. There will be both contracted providers and low cost/no cost faith based agencies. We look at it as a way for our staff to go out and see what is available and network with agencies that we work with.
- **Probation Meeting** – Region management met with probation last week. We were able to talk through the challenges that both agencies face. They have decided to hold meetings twice a year.
- **Community Mental Health** – Each of the four counties has a system of care meeting with the Community of Mental Health Center and those meetings all function very well. However, we don’t function well as a region. So we have talked about having a quarterly meeting with the 3 CMHC’s (Howard Community, Aspire, and Gallahue), as well prosecutor’s office, LEA, medical community, CASA, education, etc. This would allow us the opportunity for us to staff difficult kids.
- **Supervised Visitation** - Aspire is leasing a house an apartment for supervised visitation. This allows families to have visitation in a home like setting where there can be some skill building.

Meeting adjourned at 11:05 AM

**Next Meeting Date & Time:**  
September 25, 2013 at 9:00 AM

**Location:**  
Hamilton County DCS  
938 N. 10<sup>th</sup> Street  
Noblesville, IN 46060