**Regional Service Council Minutes**

**Region 3**

**Meeting Date:** January 11, 2019

**Meeting Location:** Elkhart County

Community Partners Services (CAPS)

1000 W. Hively Ave.

Elkhart, IN 46517

**Council Members Present:** Erin Shidler, Regional Manager DCS; Michael Carroll, LOD Marshall County DCS; Wendy Disher-Tajaard, LOD Elkhart County DCS; Philice Hutchen, FCMS Marshall County DCS; Paige Hamilton, Community Partners; Dion Smith Sr., Regional Services Coordinator; Katie Solorzano-Malacara, FCM Kosciusko County DCS; Heidi Trenerry, FCMS St. Joseph County DCS; Teresa Zornig, LOD St. Joseph County DCS; Ashley Eaton, FCM St. Joseph County DCS;

**Council Members Absent:** Judge Curtis Palmer, Marshall County Circuit Court Judge; Judge David Cates, Kosciusko Superior Court Judge; Magistrate Deborah Domine, Elkhart Circuit Magistrate; Lindsay Castro, LOD Kosciusko County DCS; Joni Tusing, Regional Financial Manager;

**Others In Attendance:** Mariah Kerlick, Administrative Assistant Region 3; Kiana Jackson, Young Mom Self Sufficiency (YSB); Kim Hollabaugh, Choices, Inc.; Scott Filley, CPD, St. Joseph County; Sean McCrindle, Basher; Debbie Branfield, Crossroad Child and family Services; Lasheu Brown, CAPS-SVs; Deb Pennington, FCMS Elkhart County; Ike Shipmon, P.D.; Chandra Patton, Lifeline; Lisa Zakowski, CAOS; Kandyce Emmendoffer, Keys Counseling

**Meeting Minutes**

Meeting called to order at 9:04 a.m. by Erin Shidler, Region 3 Manager

1. Welcome/Introduction of Members & Guests: Erin Shidler, Regional Manager
2. Approval of Minutes. October 12, 2018 minutes reviewed. Dion Smith requested amendment to previous notes. He did not motion for approval Michael Carrol did during 10/12/2018 meeting. Request approved by Erin Shidler. Michael Carrol motioned for approval with amendment noted to be corrected, Philice Hutchen seconded. Vote taken. All in favor. 0 opposed. Motion carried.
3. Community Partners Update. Paige Hamilton, Program Administrator; Review of Community Partners Services November 2018 Financial Report. Budget is currently on track for the year.

Review of November 2018 Program Statistics. November 480 families were served. Referrals Data for November: 21 inappropriate referrals, 127 YTD; Met needs prior to enrollment 32, YTD 173; Unable to contact 21, YTD 82; Unable to locate 1, YTD 12. Total Referrals for November 230, YTD 990; Eligible Referrals 155, YTD 595. Review of Local Prevention Fund November 2018 Financial Report. Currently on track, 26.95% of Budget spent YTD. If a case is closed, but there is a need for the family a referral can still be made. SCAN brochure can be given to the family for prevention without the formal referral. Recommended that the agency still put into action a referral as well.

1. **Prevention Service Update:** Dion Smith, Regional Service Coordinator- Request for Proposals (RFP) are coming due.
2. **Regional Budget Update:** Erin Shidler, Regional Manager to present for Join Tusing, Reginal Finance Manager. The goal is to spend 50%, currently at 47% for Region 3.
3. **County Updates:** Local Office DCS Directors

* Elkhart – Wendy Disher-Taljaard, Local Office Director, has five new FCM’s in training. Assessment staff will be receiving all five of them. About ¾ of the staff in assessment are under a year of work. Mark Kelly will start Supervisor Cohort 1/14/2019. He will make the 5th Assessment Supervisor and 9th total in Elkhart.
* Kosciusko – Debra Pennington, FCMS, fully staffed and now have 3 Supervisors. Case numbers are not high, but a lot have been critical cases over the last few weeks. Recently got a new attorney to support the teams from White County, Jennifer and also hired a new clerk.
* Marshall - Michael Carroll, Local Office Director, has a very busy staff in Marshall County. A lot of reports including abuse and neglect. Trying to hire a clerical support in Marshall County with the appropriate administrative skills is proving difficult. Had an adoption for a child in need of care with autism since 2008. The staff is thankful he will be in a happy and loving home.
* St. Joseph – Teresa Zornig, Local Office Director, 2018 was a huge year for her county. There was a turnover of over half the supervisors in the office, and staff has grown a lot. Has currently outgrown the space for staff. Staff now consists of 16 Supervisors, a division manager. With the new DM, can support the developing staff in the field and support/coaching for new FCMS and FCM’s.
* Erin, Regional Manager; as a region we have hired new supervisors to create the ration of 5:1 and we are getting closer to our goal. We are feeling the growing pains as we try to replace FCM’s who promote up to FCMS. Provider Presentations to start next RSC Meeting. RSC Meetings are held quarterly, and as we move forward have our RSC meeting and break for five minutes then open the floor to 2-3 providers who have signed up and have them present to staff about their services. Approximately for 10 minute presentations.

1. **Other Business:** Scott Filley, CPD St. Joseph County; announced the new Probate Judge for St. Joseph County as Judge Polando.

Terri motioned to adjourn. Wendy seconded. Meeting adjourned.

Next RSC Meeting is April 12th, 2019 in Marshall County, located at Plymouth Library at 9:00 a.m.