

**Kent County**  
**Family & Children's**  
**Coordinating Council**



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**DRAFT KCFCCC Committee Meeting Minutes**

June 8, 2004, 12:00pm – 1:30pm

Kent / MSU Extension Offices

775 Ball Avenue NE

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**Members/Alternates present:** Christine Nelson (for Susan Broman); Nanaruth Carpenter; Candace Cowling; Sandra Davis (for Tom Czerwinski); Lynne Ferrel; Barb Terry (for Debra Holmes-Garrison); Paul Ippel; Nadine Klein; Dona Abbot (for Marvin McKenzie); Sharon Loughridge (for Patti Nussbaum); Carol Paine-McGovern; Cathy Raevsky; Diana Sieger (and Wendy Jackson); Mike Weiler; Lindsay Wilkinson; Jack Greenfield (for Mary Alice Williams); Andrew Zylstra

**Members absent** (with no alternate present): Beverly Drake; William Forsyth;

**Others present:** Bethanie Archbold (staff); Janelle Burden; Tom Summerfelt; Jim Madole; David Schroeder; Janay Jorgensen, Wayman Britt

**I. Welcome and Call to Order**

Diana Sieger called the meeting to order and welcomed the participants. Lynne Ferrel moved acceptance of the April 6th KCFCCC minutes as presented. Carol Paine-McGovern seconded. The group unanimously accepted the minutes. There were no changes to the agenda. Lindsay Wilkinson was welcomed to the Council.

Ms. Sieger announced that Ms. Archbold would be resigning Kent County employment at the end of June to attend the University Of Michigan Graduate School Of Business in the fall. Ms. Sieger recognized Ms. Archbold's years with the Council and the County during which she successfully worked to strengthen the KCFCCC's operations and focus. Ms. Sieger presented a gift to Ms Archbold on behalf of the Council and wished her well in her new endeavors. Ms Sieger announced that the County will be searching for replacement staff to support Council activities.

**II. Presentation: Kent County Prevention Initiative Evaluation**

Cathy Raevsky provided background on Kent County Health Department's role in working with the Prevention Initiative to develop an effective evaluation component. Ms. Raevsky described early work on determining best directions for evaluation work during which consensus from Kent County Community Mental Health/Substance Abuse; Family Independence Agency and Health Department supported use of the CATCCH health services evaluation model developed during the mid-90's through Spectrum

Health. Ms. Raevsky introduced Tom Summerfelt, MERC Evaluator, to provide current information on Prevention Initiative evaluation development since MERC is now managing the CATTCH data base.

Mr. Summerfelt described how MERC is currently evaluating MSS/ISS using the CATTCH model under a Michigan Department of Community Health grant and can expand the process to include clients served by Prevention Initiative contractors creating leverage that will benefit the County. Mr. Summerfelt shared handouts that described the relationships between both projects, management and oversight protocols and outcome development work. MERC will be maintaining data for the CAATCH MSS/ISS work and will be working with the Kent County Health Department to evaluate Prevention Initiative data it will be collecting from County funded contractors.

Committee members raised numerous questions regarding opportunity to use the evaluation process for other prevention programs; accurately identifying how all programs support the community's prevention focus; relationship between the more generic County Prevention Initiative and any other prevention providers and the health focus of MSS/ISS as well as the challenges of specifying effective outcomes that describe local Prevention Initiative achievement levels all being launched within reasonable time-frames. In response, Mr. Summerfelt noted that the design will respond to established prevention descriptive criteria, being inclusive and targeting implementation by the end of the year. The close participation of Initiative contractors and managers will support effective evaluation criteria design and continuing oversight by the County and Council. Ms. Archbold stated that the Prevention Initiative Advisory Committee will play a key role in assuring successful evaluation data development.

### **III. KCFCCC 2004-2006 Action Plan**

Ms. Sieger reported on her May 13, presentation of the plan to the Kent County Board of Commissioners. She noted that from Board member comments, there is strong support for key elements of the KCFCCC. The Commission as a whole is on board with the agenda of the Council and accepted the document as presented.

### **IV. Elementary School Years Committee Membership**

At the request of the Executive Committee, the Council reviewed proposed next steps for responding to the Grand Rapids Education Reform Initiative's request for help in realigning health and human services with the K-12 education system. To that end, the Elementary School Years Committee was identified as the vehicle for pursuing work on analyzing service data in relation to integrated service sites.

Lynne Ferrel supported the request that the Council approve proposed membership of the initial committee limited to director-level staff of public agencies that provide services to the school population, and to appropriate County staff. This committee will meet only a few times per year to review the initial data and maps, discuss policy issues, identify agency partners and needed data sets, and identify participants for workgroups. Members, contingent on their acceptance, for this committee are as follows:

Public agency director-level staff:

John Cole, Friend of the Court  
Beverly Drake, ACSET  
Paul Ippel, CMHSA  
Jim Koetsier, 17<sup>th</sup> Circuit Court Juvenile Probation  
Cathy Raevsky, Kent County Health Department  
Mike Weiler, Kent ISD  
Andrew Zylstra, FIA

County staff:

Wayman Britt, Assistant County Administrator  
Robert Mihos, County Facilities Management Director  
Sharon Vanderbout, County GIS Coordinator

The Elementary School Years Committee Chair and staff will pursue calling the reconstituted Committee together to initiate first steps at a meeting prior to the end of August. Once project parameters have been clarified and public service providers have been able to commit to supporting the concept, the work will be broadened to include a far wider range of Council and other community members to assure that service design and implementation is effectively achieved. The motion received unanimous support from the Council.

**V. FY 2004 Committee SF/SC Committee Requests**

The Executive Committee requested the Council approve recommendations that \$10,500 in requests from the Early Childhood (\$5,500 for partially funding printing the Connections for Children Plan report) and Middle & High School Years (\$5,000 for local VISTA funding match, mentor recruitment materials and Mentoring Community Kick-Off Celebration costs) Committees. The Middle & High School Years request was reduced to \$4,500 to meet the \$10,000 available funding total. Ms. Ferrel supported the recommendations and the Council unanimously endorsed the allocations.

**VI. Committee Updates.**

The Council was informed that the Grand Rapids Public Schools had begun work on developing a proposal for a Drug Free Schools grant, a flexible direct service funding source available to school districts. The KCFCCC was being approached for support in preparation for meeting a July 12 proposal due date. The intent of the local grant would be to integrate social service support in school settings.

Council member comments reflected concern that the proposal developers would be hard pressed to pull consensus from the larger community due to the tight time frames and the extensive service delivery planning demands required to successfully implement the design. Other concerns revolved around being able to be responsive to maximizing available resources for the community while insuring that projects receiving funding are effective and sustainable. The need for the KCFCCC to be in the position to respond quickly and effectively to such opportunities is important.

Recommendations were made that work should be done to have Council mechanisms in place to quickly bring review resources together to either determine that the opportunity would fit the community plan or reasons why it should be passed by. Concern was raised that damage could be done if the potential project was not a good fit. Reference was made to the ASAP/PIE direct service grant program that KISD pursued but did not receive. Districts receiving the funding implemented services, funding was drastically cut and recipients lost support services. Several comments encouraged Council development of the mechanisms to identify resources supporting Kent County needs and the means to evaluate proposals such as this quickly and effectively. Upon completion of discussion, the request was not acted upon.

## **VII. Other Updates & Information**

- A. *Prevention Advisory Committee* – The Council received information on Advisory Committee development and will be updated, as noted in the agenda annotation, subsequent to the Committee’s next meeting in November.
- B. *Children’s Hour Document* – The Council received a revised version of the document responding to KCFCCC concerns regarding notation of prevention work in Kent County raised in previous reviews.
- C. *FY 2005 SF/SC and CP/CP Action Plan* – The Council was provided a copy of the 2005 Kent FIA expenditure plan that includes the SF/SC and CP/CP funding sources and informed that \$51,000 in uncommitted SF/SC funding would be addressed by the end of the summer. Per current state guidelines, no formal action on allocations is required.

## **VIII. Adjourn**

There being no further business the meeting was adjourned. **The next KCFCCC meeting is scheduled for Tuesday, September 14, 12:00 – 1:30 p.m., Kent County MSU Extension Service, 775 Ball Ave. NE.**