



Regional Service Council Minutes Region 3

Meeting Date: April 15, 2024
10:00 a.m.

Meeting Location: St. Joseph County DCS Local Office
300 N. Dr. Martin Luther King Jr. Blvd.
South Bend, IN 46601

Council Members Present: Kathryn Stephenson, Regional Manager, Sara Cole, Kosciusko County Director, Amanda Egger, Marshall County Director, Tonya Douglass, Supervisor Kosciusko County, Tamara Perkey, Elkhart County Director, Heidi Trenerry, Supervisor St. Joseph County, Teresa Zornig, St. Joseph County Director, and Dion Smith, Jr., Regional Services Coordinator.

Council Members Absent: Judge Curtis Palmer, Marshall Circuit Court, and Judge Karin McGrath, Kosciusko Superior Court. Christy Robins, Program Director, Community Partners, and Philice Hutchen, Supervisor Marshall County.

Others in Attendance: Kelli Deisler, Megan Sechrist, Jamie Brown, Joni Tusing, LaShaunda Parker, Debbie Schriebler, Nate Young, Ron Chupp, Matthew Moore, Kandyce Emmendorfer, Gina Vardaman, Janice Nicols.

Meeting Minutes

Meeting called to order at 10:00am by Kathryn Stephenson.

1. Welcome/Introductions Members and Guests.
2. Approval of Minutes. Minutes from the January 29, 2024, meeting reviewed. Motion to approve minutes by Sara Cole. Amanda Egger seconded. Approved.
3. Community Partners Update: Megan Sechrist, Regional Manager.
 - Referrals were up in January and February, slightly dipped in March. DCS is still the top referral source.
 - New enrollments down from December's numbers.
 - Flex funds reviewed. Funds decreased over the last three months for rent and increased for Utilities. February's overall total is the highest since December 2023.
 - July 2023 – March 2024 Successful Goals Achieved – Safety was the most successful of the goals listed.
 - Ongoing Case management, initial contact continued to improve each month and is currently above the standard by 6%, it went from 85% in December to 96% in March.
 - Continuing to focus on achieving small goals to encourage families.
 - Local Prevention dollars reviewed for Community Education.
 - Local Prevention dollars reviewed for Service and Support.
 - Local Prevention dollars reviewed for Gear Up.
4. Service Update: Dion Smith, Service Coordinator.
 - Upcoming RFP closes on 4/18/2024 and can be found on the DCS website.

- In the process of updating the Service Standards, HBCW, Therapy, and the language. This needs to be done before RFP.
 - Provider reports need to be in by the 10th of each month, Family Pres is meeting the standards.
 - Treatment plans need to be uploaded and they must include evidence-based practice as well as frequency and duration of what is done with the family.
 - Treatment plans need to match with the monthly reports.
 - Safety Plans are a must for each family.
 - Consistency is a must.
 - Currently pulling reports for all services for review.
 - Background checks need to be completed.
 - Safety concern for untrained personnel handling car seats.
4. Regional Budget Update: Joni Tusing, Regional Financial Manager
- Print out was provided
 - Budget Target is 75% - St Joseph County stayed below that at 74.19%, Marshall County had the highest at 85.55%.
 - YTD for Region 3 for In-Home was down overall at 19.4%, for Out-of-Home it was up 22.23%.
 - County Expenditures – all Counties were up with Residential increasing for all Counties, overall the Regional is doing good.
5. County Updates:
- Tamara Perkey, Elkhart County – currently have 35 FCMs, need to increase, hiring clerical down 2 positions.
 - Teresa Zornig, St. Joseph County Director – some new FCMs in training, hiring for a couple supervisors' positions to replace one and add one. Increase in assessment reports.
 - Sara Cole, Kosciusko County Director – one FCM graduating, hiring one, and one clerical.
 - Amanda Egger, Marshall County Director- 7 FCMs , one in Cohort, hiring 2 clerical.

6. Other Business – None

Motion to adjourn meeting at 10:24am by Tamara Perkey. Teresa Zornig seconded. Meeting adjourned.

Next RSC Meeting on July 1st in South Bend.