



Protecting Children by Strengthening Families

January 30, 2017

Franklin County Children Services
2016 OHRAB Grant Final Report

Project Title: Franklin County Children Services Archive Project: Identify, Organize and Improve Access to Historical Records

Project Director: Roger W. Hansen, CRM, Records Manager, Franklin County Children Services

Project Summary:

Franklin County Children Services (FCCS) advocates for the safety, permanency, and well-being of children in a manner that honors family and culture.

The history of child welfare in Franklin County, including the Franklin County Children's Home, Franklin Village and Franklin County Children Services, has been captured in photographs, video, film, brochures, and newspaper articles. It is these documents and artifacts that this project sought to discover, identify, organize and protect.

This first archive project for FCCS was conducted to determine the volume and condition of potentially archival records and artifacts created or received in its 75+ year history. This initial foray into the archival process was intended to create an inventory of repositories of potentially archival materials and an assessment of the condition of items.

The project has been successful in creating that initial inventory of archival items; in providing background for prioritization of future archival activities, and in generating on-going interest in continuing the archive project.

Project Accomplishments:

Fifty boxes of items stored with Fireproof Records Storage were identified by description as having potentially archival materials. Those material were chosen as the first repository to be reviewed. These boxes contained bound Agency Board Minutes, newspaper clippings, Agency brochures, flyers, and other memorabilia.

More than 900 photo folders capturing FCCS events from the past were cataloged. Photos located in box storage were also cataloged for preservation along with other repositories of Agency photographs. The pictures also include Agency facilities, including the history of Franklin Village which replaced the Children's home in 1951.

Original client books for the Franklin County Children's home dating to the late nineteenth century were identified. These thirteen volumes tracked all information about the children from the time they entered custody to when they left. The bound volumes are in many ways the original version of the

Administration
855 W. Mound Street, Third Floor
Columbus, Ohio 43223

(614) 275-2650
FAX:(614) 275-2755



State of Ohio's current Statewide Automated Child Welfare Information System (SACWIS) used to manage information about children and families in the child welfare system.

Working in the Agency's Executive offices historical election materials regarding past financial levies for the agencies were cataloged. These records, along with some found in storage, have been collected and organized as a single collection for future reference. Per the Agency's retention schedule, these documents are regarded as permanent for business and historical relevance.

All items have been cataloged on spreadsheets to identify content and current location and to assist in future assessment and protection projects. These spreadsheets will be used as reference guides for using the artifacts and for future projects.

The Agency will display various items found and protected during National Social Work month in March 2017. The display and a project representative will spend one day in each FCCS location to allow current staff the opportunity to view and discuss items discovered. It is hoped that this will generate additional interest in the project and will lead to more archival items being brought forward to be protected and preserved.

An article about the project is scheduled to be published in an Agency newsletter. This will help expand knowledge of the project and promote archival activities. It will include a call for staff to forward archival items for preservation.

Attached to the end of this report are cover pages from two of the oldest items discovered. Attachment A is the front cover of the program for the laying of the cornerstone for the original Franklin County Children's Home. Attachment B is the cover of the Annual Report of the Children's Home from 1896. This report includes the Matron's notes to the County Commissioners, an itemized financial statement, and the bylaws of the Home.

Benefits of Project:

This project has served as the beginning of an on-going discussion of archives at FCCS. A sample display and a preliminary report of the project to the Agency's Executive Council received a positive reaction with a general sentiment to continue to move forward on the project.

Levy items found were organized and consolidated and will serve as a valuable resource in preparing for the FCCS Levy ballot in 2019.

The project will help current staff connect with the historical nature and legacy of the work done to protect children and strengthen families. And as the collection grows, it will allow the Agency to share that history and its contributions with the community it serves.

Future of Archives Project:

With additional time and resources, the project can move forward with the protection of archival items. Protective archival supplies have been purchased to begin the preservation elements of the Archive program at FCCS. Potential future projects may include, but are not limited to:

- Deduplicating, indexing, and transferring of agency photographs into appropriate archival protective storage (in progress).
- Scanning of selected photographs into a digital collection.
- Assessing the 16mm film and video items in reel and VHS formats, which are in an unknown condition for review and finding the means view and transfer archival content to an accessible digital format.

- Preserving the newspaper clippings which currently range in condition from good to fair. An additional project would be to transfer and/or scan these items to create a chronological timeline of the material.
- Indexing of the clients from the Franklin County Children's Home that are contained in thirteen large bound volumes.
- Creating a mobile display of the history of FCCS and child welfare in Franklin County for Agency events

Final Report Submitted by:

Roger W. Hansen, CRM
FCCS Records Manager

rwhansen@fccs.us

(614)272-4857

Project Finances:

Salaries and Wages	Grant Funds	Matching Funds	Total
Contract Worker	\$1,950.00		\$1,950.00
Roger Hansen - Project manager		\$1,031.25	\$1,031.25
FCCS Personnel		\$31.25	\$31.25
			\$0.00
Subtotals: Salaries and Wages	\$1,950.00	\$1,062.50	\$3,012.50
Supplies	Grant Funds	Matching Funds	Total
Archival Supplies		\$864.93	\$864.93
			\$0.00
			\$0.00
			\$0.00
Subtotals: Supplies	\$0.00	\$864.93	\$864.93
Equipment	Grant Funds	Matching Funds	Total
			\$0.00
			\$0.00
			\$0.00
			\$0.00
Subtotals: Equipments	\$0.00	\$0.00	\$0.00
Contracted Services	Grant Funds	Matching Funds	Total
Fireproof Records Storage		\$189.00	\$189.00
			\$0.00
			\$0.00
			\$0.00
Subtotals: Contracted Services	\$0.00	\$189.00	\$189.00
Other Eligible Expenses	Grant Funds	Matching Funds	Total
			\$0.00
			\$0.00
			\$0.00
			\$0.00
Subtotals: Other Eligible Expenses	\$0.00	\$0.00	\$0.00
Summary Budget	Grant Funds	Matching Funds	Total
<i>Salaries and Wages</i>	<i>\$1,950.00</i>	<i>\$1,062.50</i>	<i>\$3,012.50</i>
<i>Supplies</i>	<i>\$0.00</i>	<i>\$864.93</i>	<i>\$864.93</i>
<i>Equipment</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>
<i>Contracted Services</i>	<i>\$0.00</i>	<i>\$189.00</i>	<i>\$189.00</i>
<i>Other Eligible Expenses</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>
Total Project Budget	\$1,950.00	\$2,116.43	\$4,066.43

Attachment A

By Authority of the M. W. Grand Master of Masons of Ohio.



Procession and Ceremonies

— ATTENDING THE LAYING OF THE —

Corner Stone of the Children's Home

— OF —

FRANKLIN COUNTY,

— ON —

July 17, A. D. 1878, A. L. 5878.

At 2 o'clock P. M.

— UNDER THE AUSPICES OF THE —

MASONIC FRATERNITY

— OF —

COLUMBUS, OHIO.

COLUMBUS LODGE, No. 30, F. & A. M. | GOODALE LODGE, No. 372, F. & A. M.
MAGNOLIA LODGE, No. 20, F. & A. M. | HUMBOLDT LODGE, No. 476, F. & A. M.

Attachment B

... 1896

Annual Report

OF THE



Franklin County
Children's Home

"Give me the charity which delights not in exposing
the weakness of others, but 'covereth all things.'"

1896 ...