

**Queen Anne's County
Community Partnerships for Children and Families
Board Minutes
October 16, 2013**

Approved: December 6, 2013

Those present for the Community Partnerships for Children and Families Board meeting:

Members Present:

Peg Anawalt, Chesapeake College	Vincent Radosta, Community Member
Cindy Chirumbolo, Community Member	Myron Richardson, Community Member
Cathy Dougherty, Department of Social Services	Janet Sankar, Community Member
Pastor Mark Farnell, Community Member	Brian Smith, Q.A. Co. Sheriff's Office
Janice Feeley, Community Member	Paul Stearns, Community Member
Lee Franklin, Community Member	Mary Ann Thompson, Q.A. Co. Department of Health
Wayne Humphries, Community Member	Denise Whiteley, Department of Juvenile Services
Holly Ireland, Mid Shore Mental Health Systems	Suzy Wishard, Community Member

Administrative Staff:

Cindi Boone, Administrative Assistant	Jacki Carter, Character Counts!
Michael R. Clark, Director	Jennifer Stansbury, Operations Specialist

Member Regrets:

Dr. Carol Amoia, Community Member*	Leah Jones, Community Member
Joan Brooks, Q.A. Co. Recreation	Mandy Jones, Community Member*
Brad Engel, Q.A. Co. Board of Education*	Quentin Kent, Student Representative
Margie Houck, Q.A. Co. Commissioners	Steve Scott, Q.A. Dept. of Transportation

Guest:

Alex Sweetak, Department of Social Services

** Board member gave their proxy to another board member for this meeting.*

I. WELCOME, CALL TO ORDER & INTRODUCTIONS:

Vincent Radosta, Board President, welcomed everyone and called the meeting to order at 11:30 a.m. Vince welcomed Alex Sweetak from the Department of Social Services. Congratulations to the Anti Bullying Committee on a successful Unity Day!

II. REPORTS:

A. Executive Committee

The Executive Committee met October 10, 2013 to receive updates and plan the agenda for the October 16, 2013 board meeting. Some topics discussed by the Executive Committee were: planning for the LMB Board Retreat, and an "Earned Reinvestment Fund Request." The committee sent a request to the Governor's Office for Children to use earned reinvestment funds to cover the travel expenses in an amount up to \$600 for Judith Fritsch, a consultant for Open Tables. Ms Fritsch will be providing training to two new tables in Queen Anne's and Talbot Counties on October 26, 2013 around child welfare issues.

Action:

Move to ratify the decision made by the Executive Committee, to approve the request to use Earned Reinvestment Funds to cover travel expenses for Judith Fritsch in an amount up to \$600. A request letter was sent to Governor's Office for Children on October 10, 2013. Myron Richardson moved to approve the decision made by the Executive Committee. Pastor Mark Farnell provided a second. All present voted in favor with no abstentions and the motion was carried.

B. Secretary

Wayne Humphries presented the minutes for the September 18, 2013 board meeting.

Action:

Denise Whiteley moved to approve the September 18, 2013 minutes as written. Cathy Dougherty provided a second. All present voted in favor with no abstentions and the motion was carried.

C. Treasurer

Peg Anawalt presented the treasurer's report for September 2013. The FY2013 Year End Fiscal Report was also included in the packet.

D. Director's Report

Mike Clark gave an overview of the director's report that was included in the members' packets. Mr. Clark announced that the Local Management Board retreat will be on December 6, 2013 at Chesapeake College. This is an all day event and all board members are encouraged to attend. At this retreat the board will start working on strategies to move our strategic plan into action. Mike has asked Dr. Susie Coddington, a trained facilitator with expertise in Myers Briggs, to facilitate the retreat. Mike is waiting to hear back from her. Other details for the retreat are in development.

E. Committees

LMB Committee representatives gave updates on recent events and accomplishments:

- *Anti-Bullying Committee*
Jacki Carter, chair, gave the board an update on Unity Day. The event went well and was a great way to raise awareness.
- *Character Counts*
Report tabled to further in the agenda.
- *Cultural Competence*
Mike Clark updated the board on the activities of the Cultural Competence Committee: PBIS teams in the schools are working on Cultural Competence, and are going to start looking into a train the trainer's event. Mike Clark is working on putting together a survey to send to the participants who attended the last training to get some feedback on the training and learn what could make the training better.
- *Drug Free Coalition*
Tabled until next full meeting.
- *Early Childhood Council*

Peg Anawalt, along with Mike Clark, co-chair of the Early Childhood Council, updated on the committee. The committee is currently working to complete a grant, and updating the bylaws. They are also working on determining their strategic focus and assessing the community capacity to address it.

- *EduCARE*
Jacki Carter, chair, announced that the committee just awarded the Judy Center a \$572 grant for the lending library.
 - *Mentoring Committee*
Jacki Carter, chair, gave an update on the Mentoring Committee.
 - *Nominating Committee*
Members Denise Whiteley and Cathy Dougherty, had nothing to report at this time.
 - *Open Tables Committee*
Pastor Mark Farnell announced that Centreville United Methodist Church is having Open Tables training on November 11, 2013 from 9am-3pm. Centreville United Methodist Church is able to start a table and possibly a second.
 - *Out Of School Time Committee*
Report tabled to further in the agenda.
 - *Public Relations*
Nothing new to report.
 - *Suicide Prevention Committee*
Holly Ireland, chair, announced that today was her first meeting as chair of the committee. Topics discussed were things the committee has done and things they need to work on. Next meeting is on November 20, at 2:45pm.
- Mr. Radosta encouraged board members to serve on one or more of the committees.

III. PROGRAM UPDATES, OVERVIEW & NEXT STEPS: OUT OF SCHOOL TIME

Peg Anawalt gave an update in the absence of Heather Zeitlin, Out of School Time Coordinator. AlphaBEST, the Out of School Time provider, has been providing services to students at Bayside, Matapeake, Centreville, and Church Hill Elementary Schools. Services are before and after school, through the summer, and on most holidays. The program has gotten a lot of good feedback. Church Hill's Elementary enrollment was low causing the program to close at that school. Ms. Zeitlin along with AlphaBEST explored the possibility of having a pilot pre K extended day service at Centreville Elementary but due to low enrollment AlphaBEST decided not to move forward with the initiative. Discussions are accruing as to how best use the unspent portion of the Earned Reinvestment funds.

IV. PROGRAM UPDATES, OVERVIEW & NEXT STEPS: CHARACTER COUNTS! & MENTORING

- Ms. Jacki Carter Character Counts/Mentor Coordinator gave the board updates on the Character Counts! Program. Ms. Carter reviewed the Character Counts survey that was included in the members' packets. She is currently in the process of hiring a Communications Assistant for the program.
- CommUNITY Mentoring project is caring adults united with minority youth and those youth identified as needing achievement mentoring. The goals are to increase academic performance, self esteem, awareness and modeling of socially acceptable behaviors, to increase cultural awareness, and to expand goals for lifetime achievement. The program has met more than half of the targeted goals for the 2013 grant measures. The program started off by serving grades 6-10, but is currently being offered to students in the 5th grade. Ms. Carter is working with H.O.P.E. Academy, an emerging mentoring group to be implemented in middle and high schools.

V. ANNOUNCEMENTS AND ADJOURN:

- Next meeting – Board Retreat, Dec. 6, 2013, 8:30am-4pm, at Chesapeake College.
- Beyond Poverty Workshop, October 29, 2013, 8:30a.m. – 4:30p.m. @ Chesapeake College.
- RX Round November 12, 2013 @ Sudlersville Fire House and November 14, 2013 @ Kent Island Fire House.
- Open Tables training on November 11, 2013 from 9am-3pm. Centreville United Methodist Church.

