

**Queen Anne's County
Community Partnerships for Children and Families
Board Minutes
February 19, 2014**

Approved: March 19, 2014

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

Members Present:

Dr. Carol Amoia, Community Member	Holly Ireland, Mid Shore Mental Health Systems
Peg Anawalt, Chesapeake College	Quentin Kent, Student Representative
Cindy Chirumbole, Community Member	Vincent Radosta, Community Member
Susan Coppage, Department of Social Services	Myron Richardson, Community Member
Brad Engel, Q.A. Co. Board of Education	Janet Sankar, Community Member
Pastor Mark Farnell, Community Member	Paul Stearns, Community Member
Janice Feeley, Community Member	Mary Ann Thompson, Q.A. Co. Department of Health
Lee Franklin, Community Member	Denise Whiteley, Department of Juvenile Services
Wayne Humphries, Community Member	Suzy Wishard, Community Member

Administrative Staff:

Jacki Carter, Character Counts!	Jennifer Stansbury, Operations Specialist
Michael R. Clark, Director	

Member Regrets:

Joan Brooks, Q.A. Co. Recreation	Steve Scott, Dept. of Aging/Transportation*
Margie Houck, Q.A. Co. Commissioners	Brian Smith, Sheriff's Office
Leah Jones, Community Member	
Mandy Jones, Community Member	

Guest:

Anne Van Benschoten, Chesapeake College
Shelly Neal-Edwards, Healthy Families

** 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.

II. REPORTS:

A. Executive Committee

The Executive Committee was unable to meet due to illness and weather-related events, so the agenda for the February board meeting was decided via email. No formal decisions were made that require ratification from the full board.

B. Secretary

Wayne Humphries presented the minutes for the January 2014 board meeting.

Action:

Paul Stearns moved to approve the January 2014 minutes as written. Cindy Chirumbole 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 January 2014.

D. Director's Report

Mike Clark gave an overview of the director's report that was included in the members' packets.

At the last board meeting Mike asked the board members to review the By-Laws included in their packets and get back to him. Since then, revisions have been made to the By-laws; the updated copies included in the packet for today's meeting. Mike asked for a motion to approve the revised By-laws as they are written. Discussion followed, and Wayne Humphries pointed out that Article VI. Officers, Section 1 should state "The officers shall consist of the President, Vice President/Secretary and Treasurer." Furthermore, wherever the term Vice President is used, let it be changed to Vice President/Secretary. After the discussion, Mike Clark again asked for a motion to approve the By-laws.

Action:

Dr. Carol Amoia moved to approve the By-laws with changes as discussed by the board. Holly Ireland provided a second. All present voted in favor with no abstentions and the motion was carried.

Mike Clark also informed the board about the new Results Accountability Software he has been using to track performance measures of the committees of the LMB.

Included in the February board meeting packet is a request from the Board of Education to modify the Earned Reinvestment funds originally earmarked for the Out of School Time Coordinator to be utilized towards a Sustainable Lending Library for Pre-school students. The balance remaining from the original award is \$23,131, and the request is for \$10,890. After some discussion, the consensus from the board was to approve the request with the caveat that it be followed up with a survey card regarding how well the program worked.

Action:

Janice Feeley made a motion to approve the "Sustainable Lending Library for Pre-school students" with a follow up survey regarding how well the program worked. Dr. Carol Amoia provided a second. All present voted in favor with no abstentions and the motion was carried.

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 next Unity Day will be on October 22, 2014. Looking into having a plane with an anti-bullying banner fly over the schools on that date.
- Text-a-Tip to start in the middle schools on February 20th.
- Six Flags is joining to help raise funds for Unity Day – the new message on the t-shirts for 2014 is "Bullying Stops With Us".
- The first fundraiser is Spring Ca\$h, the lottery pick-three raffle tickets.

- *Character Counts!*
Jacki Carter, Coordinator, updated the board on the Character
 - Respect is the Pillar for February.
 - The Laws of Life Essay winners are: CMS – Maya McGrory; MMS – Jacob Ward; STMS – Abigail Lewis; SMS – Sara Schaubert; and KIHS – Megan Kelsey.
 - CC! still in need of volunteers.
- *Cultural Competence*
Vince Radosta updated the board on the activities of the Cultural Competence Committee: Speaking again to school counselors; scheduling training for agencies; attending PTA meetings to get the word out. In addition, the committee is looking for feedback from previously trained agencies.
- *Early Childhood Council*
has picked three strategies to work on: Strengthening family involvement; Marketing plan; and Professional development.
- *EduCARE*
No Report
- *Mentoring Committee*
 - The Mentoring Program has enrolled in the online training project provided by Mentoring Central. Ms. Carter and pre-matched mentors will take a pre-survey, training, and post survey.
 - The program needs volunteers; more male volunteers are much needed.
 - A trip is being planned to Medieval Times in February. The Department of Aging is supplying a van for transportation. A driver has volunteered to work that day and the committee has agreed to purchase the volunteer a ticket to the show.
- *Nominating Committee*
Denise Whiteley announced that the committee will begin the process of determining which board members terms will expire June 2014, which members wish to stay on the board for an additional term, and how many positions will need to be filled with new members. The committee will also be taking nominations for Board officers.
- *Open Tables Committee*
Lee Franklin gave the board an update on the Open Tables committee. The committee is focusing on a recruitment meeting in March, and is inviting all faith-based organizations and others. The meeting will be held at the Department of Community Services at 6:00 p.m. and food will be provided. Pastor Mark Farnell announced that his table is going very well.
- *Out Of School Time Committee*
Heather Zietlin, Out of School Time Coordinator has resigned. The committee is working with Dr. Williamson and the Board of Education to be sure that the program continues to move forward. Peg Anawalt worked on a draft job description for the position which the committee will forward to Dr. Williamson.
- *Public Relations*
Vince Radosta reported that the meeting with Anne Sheridan was cancelled, but the committee did go to Annapolis and met with Delegate Steve Arentz.
- *Partnership for Suicide Prevention*
Holly Ireland, chair, announced that the committee will be hosting an “Out of the Darkness” walk sometime between September and November of 2014. Keep posted for details.

III. BOARD UPDATES

State & County Budgets:

Vince Radosta reported that the budgets have been level funded for FY2015 – so far there have been no cuts and no increases.

Out of School Time Sustainability Committee Update:

The committee met with Dr. Williamson. Since Heather Zeitlin resigned, Toni Schultz has been the acting Out of School Time Coordinator. AlphaBest funds are at \$23,242, which will be used to fund a new Coordinator. The Board of Education will put the position in the paper and it will become a Board of Education position.

IV. UPDATE ON HEALTHY FAMILIES QUEEN ANNE'S/TALBOT – SHELLY NEAL-EDWARDS

- Shelly Neal-Edwards of Healthy Families Queen Anne's/Talbot gave an overview on the status of her program. The program has expanded to Kent County in addition to Queen Anne's and Talbot, where they serve first-time parents from birth through age 5. There are 2 home visitors in Queen Anne's County, 1.75 home visitors in Talbot, and 1 home visitor in Kent County. Talbot County is looking to pull funding as they have new priorities resulting from their latest Needs Assessment.

V. ANNOUNCEMENTS AND ADJOURN:

- Next meeting – March 19, 2014 at the Q. A. Co. Board of Ed.
- Meeting Adjourned at 1:30 p.m.