

**Queen Anne's County
Community Partnerships for Children and Families
Board Minutes
April 16, 2014**

Drafted: April 28, 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	Vincent Radosta, Community Member
Cindy Chirumbolo, Community Member	Janet Sankar, Community Member
Susan Coppage, Department of Social Services	Brian Smith, Sheriff's Office
Brad Engel, Q.A. Co. Board of Education	Paul Stearns, Community Member
Pastor Mark Farnell, Community Member	Mary Ann Thompson, Q.A. Co. Department of Health
Janice Feeley, Community Member	Suzy Wishard, Community Member
Wayne Humphries, Community Member	

Administrative Staff:

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

Member Regrets:

Joan Brooks, Q.A. Co. Recreation	Quentin Kent, Student Representative
Lee Franklin, Community Member*	Myron Richardson, Community Member
Margie Houck, Q.A. Co. Commissioners	Denise Whiteley, Department of Juvenile Services*
Mandy Jones, Community Member*	Steve Scott, Dept. of Aging/Transportation*

Guest:

Patrick Palmer, CASA of Kent & Queen Anne's County
Board President

** 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 met on April 7, 2014 to review the agenda. No formal decisions were made that require ratification from the full board.

B. Secretary

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

Action:

Paul Stearns moved to approve the March 2014 minutes as written. Carol Amoia 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 March 2014.

D. Director's Report

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

- Grant Applications
 - Governor's Office of Crime Control and Prevention (GOCCP): Juvenile Accountability Block Grant (JABG) the electronic portion of the grant was submitted on April 16, 2014 and the written portion is due April 23, 2014. Heather Zeitlin will be writing the grant.
- LMB Monitoring by the Governor's Office for Children (GOC)
 - On April 9, 2014 the LMB records were reviewed by GOC. Although they didn't give us any official word on how the monitoring went, they did discuss a couple of findings. Upon receiving the written response from GOC staff will prepare a remediation plan that states how the LMB will address the issues presented.
- Open Table
 - The March 31, 2014 event went well. 19 people attended, of them 9 were from faith based organizations. Ms. Franklin did an excellent job as the events emcee. Susan Coppage did a great job explaining the need for the tables. Reverend Mark Farnell provided a very moving message about the progress being made, and Larissa Thomas provided a thorough overview of the events at the current table operating in Centreville as did April Sharp. The committee has begun to develop follow-up communication with attendees to gauge their interest in starting a table and to encourage them to start a table themselves.
- Marketing Sub Committee
 - Janet Sankar is doing a great job of reworking and updating the LMB website. She presented the outline for the website and took members photos for the site.
- June Meeting
 - "Down on the Farm" picnic. The June LMB board meeting will take place at Holly Ireland's family farm on Poplar School Road, in Centreville. More details will follow.

E. Committees

LMB Committee representatives gave updates on recent events and accomplishments:

- *Anti-Bullying Committee*

Jacki Carter, chair, gave the board an update.

 - Raffle ticket fundraiser sold 300 tickets. Three winners so far, one winner donated the money back to the committee.
 - 2 Events scheduled at Rita's in July and September.
 - Looking into having a fundraiser at Doc's Riverside Grill.
 - The RTL video filming went well.
 - Trying to make a connection with Talbot County to get them involved in Unity Day on October 22, 2014.
 - The committee has been asked to participate in Centreville Day.
- *Character Counts!*

Jacki Carter, Coordinator, updated the board on the Character Counts! Committee

 - Trustworthiness is the Pillar for April.
 - Laws of Life ceremony: 1114 essays were submitted from middle and high school students from Caroline, Dorchester, Queen Anne's and Talbot counties. Abigail Lewis from Stevensville Middle School won the Albert Kennerly scholarship for \$2500.
 - Gladys Rosario from Queen Anne's County High School received the Meritorious Character Award at the Board of Education's Gala.
 - The chicken has been decorated for the Chicken Festival in June.
 - Anne Sparks is replacing Ms. Carter in working with the Family Center with the Empowerment group.
 - CC! Volunteer Appreciation dinner is scheduled for May 1, 2014 at Grasonville Senior Center.
 - CC! in need of more volunteers to help mentees and meet our goal of 100 mentors.
- *Cultural Competence*

Mr. Engel is working on getting staff trained and awareness in the schools. The peer mentoring student group will be presenting on April 29, 2014 in Sudlersville.
- *Early Childhood Council*

The Committee has divided into three sub-committees: Strengthening family involvement; Marketing plan; and Professional development. Peg Anawalt reported that the survey her sub-committee has been working on will be going out to childcare providers this week; she should have some results to share at the next board meeting. Mike Clark reported that the marketing committee is putting together the RFP in order to hire someone to help with a marketing survey to be done in Sudlersville for parents regarding the best source to use to reach parents.
- *EduCARE*

No Report
- *Mentoring Committee*
 - By the end of the school year we should have 12 matches for the mentoring program. The year started with only 2 continuing matches. Currently there are 9 matches. Three female mentors are waiting to be trained. We have matches for them once they are trained and background checks are cleared. That will leave one male high school student waiting to be re-matched.
 - A community picnic is being planned, it will take place on the courthouse lawn in Centreville, the target date is June 13, 2014 from 3-5p.m. waiting on Judge Ross's approval.
- *Nominating Committee*

The committee has begun the process of determining which board members terms will expire June 2014, and which members wish to stay on the board for an additional term. The committee has determined that the board will have a vacancy for the Student representative and one board member's term is expiring. The committee will also be taking nominations for Board officers. The committee is moving forward and placing the news paper article to request new member applicants.

- *Open Table Committee*
Pastor Farnell reported on the committee. The Open Table event went well. Following the event Ms. Lee Franklin hosted a working lunch for the committee in order to follow up, and to draft a thank you letter to the organizations that attended the event. Centreville United Methodist is working to start another table that will include a family.
- *Out Of School Time Committee*
Brad Engel reported that the interviewing process for Heather Zeitlin's position has been completed. The applicant is being processed. LMB expressed concerns regarding the contract renewal, and not enough scholarships.
- *Public Relations*
Janet Sankar gave the board an update on her progress on the LMB website. The committee is working to schedule a date to meet with Anne Sheridan.
- *Partnership for Suicide Prevention*
Holly Ireland, chair, gave an update on the Out of the Darkness Walk and Candlelight Vigil.

III. **CASA KENT & QUEEN ANNE'S UPDATE – PATRICK PALMER, BOARD PRESIDENT**

Patrick Palmer updated the board on the changes that are occurring in the CASA program in Kent and Queen Anne's Counties. The program is currently going through structural changes, they had to layoff most of the employees in Queen Anne's county due to budget issues. Talbot will be expanding this year to cover Queen Anne's cases. At the end of the year Talbot and Dorchester will consume Kent and Queen Anne's counties. The children of Queen Anne's county with the greatest needs will continue to be served by the volunteers that are currently serving them. Kent and Queen Anne's hopes to keep the CASA volunteers they have currently. Queen Anne's County is currently serving 7 children and Kent is serving 2.

IV. **PROGRAM PERFORMANCE MEASURES – MID-YEAR PROGRESS RESULTS**

Program/Vendor Review:

Mike Clark presented the LMB Program Mid-Year results grid to the board. Mr. Clark explained how the grid works and what the data provided means. The LMB is required to review the programs we fund in order to make sure they are operating correctly and ultimately have a positive effect on their customers. This is done in part by the contracts we set up, reports we receive, site visits, and participation on program committees and activities. The programs will report 2 times a year. They will have 5-10 minutes to present on highlights and to answer questions. Through a discussion the board decided to implement this concept in fiscal year 2015.

V. **ANNOUNCEMENTS AND ADJOURN:**

- Meeting Adjourned at 1:00 p.m.
- Next meeting – May 21, 2014 at the Q. A. Co. Board of Ed.
- Bridges Out of Poverty Training by GOC May 1, 2014 8:30a.m. -3:30 p.m.
- Quarter Auction to benefit CAC May 2, 2014 at Ruthsburg Community Center
- Shelly Edwards, received an Employee Recognition Award from DHMH
- Purchase of Care will be transitioning from the Department of Social Services to the Board of Education tentatively in July.