

**Queen Anne's County  
Community Partnerships for Children and Families  
Board Minutes  
April 15, 2015**

Approved: May 20, 2015

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

**Members Present:**

Dr. Carol Amoia, Community Member

Lee Franklin, Community Member

Peg Anawalt, Chesapeake College

Wayne Humphries, Community Member

Cassidy Bosley, Student Member

Holly Ireland, Mid Shore Mental Health Systems

Cindy Chirumbole, Community Member

Myron Richardson, Community Member

Cathy Dougherty, Department of Social Services

Mary Ann Thompson, Q.A. Co. Department of Health

Margaret Dowling, Q.A. Co. Dept. of Juvenile Services

Anne Van Benschoten, Community Member

Brad Engel, Q.A. Co. Board of Education

Mary Walker, Community Member

Janice Feeley, Community Member

**Administrative Staff:**

Jacki Carter, Character Counts!

Michael R. Clark, Director

Jennifer Stansbury, Operations Specialist

**Member Regrets:**

Joan Brooks, Q.A. Co. Recreation

Brian Smith, Sheriff's Office

Pastor Mark Farnell, Community Member\*

Paul Stearns, Community Member

Margie Houck, Q.A. Co. Commissioners

Jamie Williams, Community Member

Janet Sankar, Community Member

Suzy Wishard, Community Member

Steve Scott, Dept. of Aging/Transportation

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

**Guest(s):**

Carrie O'Connor, Intern, MSMHS

**I. WELCOME, CALL TO ORDER & INTRODUCTIONS:**

Wayne Humphries, Board President, welcomed everyone and called the meeting to order.

**II. REPORTS:**

**A. Executive Committee**

The Executive Committee met on April 13, 2015 to review the agenda for the April meeting. The Executive Committee is working on setting up a meeting with Arlene Lee – invite to come out soon – board members are welcome to attend. The committee talked about the budget for FY2016. No actions were taken by the committee that required ratification from the full board.

**B. Secretary**

Cathy Dougherty, Board Secretary, presented the minutes for the March 2015 board meeting.

**Action:**

Janice Feeley moved to approve the March 2015 minutes as written. Mary Ann Thompson provided a second. All present voted in favor with no abstentions and the motion was carried.

**C. Treasurer**

Peg Anawalt, Board Treasurer, presented the treasurer's report for March 2015.

**D. Director's Report**

Mike Clark gave an overview of the director's report. He also informed the board members that it is time to start working on the Strategic Plan and Needs Assessment. That said, Mike recommended that we use the same RBA format, but also include focus groups, phone interviews and community data. Mr. Clark would like to use Linda Walls as our facilitator if we have the funds and if it meets county procurement. A call has been made to Ms. Walls, but Mike has not heard back from her regarding her availability.

**E. Nominating/Membership Committee**

Cathy Dougherty gave the board an update on board member positions. Myron Richardson and Janet Sankar will not be renewing their board membership. Cassidy Bosley indicated her desire to continue; Jacki Carter and Vincent Radosta have shown interest in joining the board, all are expected to submit the appropriate paperwork in order to complete the membership process.

**F. Public Relations Committee**

Mike Clark reported that he had the opportunity to meet with Delegate Ghrist, who said that he believed he had a good understanding of LMBs as he was a former Caroline County Commissioner. The Executive Committee is scheduled to meet with Commissioner Anderson on April 23, 2015 for lunch at Doc's. If anyone is interested in attending, please let Mike know.

**III. Reports for Outreach Committees**

**A. Anti-Bullying Committee**

Jacki Carter reported that the committee is currently working on a T-shirt contest for all students to design a new slogan – the prize will be a \$50 Visa Gift card. The T-shirt is to promote Unity Day to be held on October 7, 2015. The Wine & Canvas fundraiser event was cancelled as only one person signed up. The Quarter Auction will occur on May 21, from 6:30 – 9:30 at the Department of Community Services. The committee is still working on meeting school staff on school-wide and Unity Day activities. Finally, Jacki reported that the Text-To-Stop-It posters and cards are being distributed throughout the community.

**B. Character Counts Advisory Committee**

Jacki Carter updated the board on the Character Counts activities; the pillar for April is Trustworthiness. Jacki announced that she now has a total of 105 Character Counts coaches. On May 7<sup>th</sup> there will be a community dinner for the coaching volunteers. Ms. Carter reminded everyone to complete the Six Pillar Personal Inventory by April 30<sup>th</sup>, if they have not done so already. Jacki has submitted a grant application to the Clifton Foundation but has not yet heard regarding acceptance and/or award. Finally, the Faye Lister Teen of Character Scholarship application is due April 17, 2015.

**C. Early Childhood Council of Queen Anne's County**

The "Strengthening Families" training was held March 31, and was a full house. The next meeting will be on April 24, to close out for the year.

**D. Mentor Committee (CommUNITY)**

Jacki Carter informed the board that one of her mentors is trying to get his fingerprints to work, as they are heavily calloused, and may have to go the FBI route as was previously done for another mentor. Ms. Carter has applied to United Way for the amount of \$50 for 6 mentor online training modules. For the report that is submitted to the Governor's Office for Children, it looks as though we will meet almost all of the state measures. Matches are going well.

**E. Multi-Cultural Proficiency Committee**

Mary Walker reminded everyone that April 25, 2015 from 12-4pm is Heritage Day at the Courthouse Square in Centreville. The event is sponsored by the Multi-Cultural Proficiency Committee of the LMB of Queen Anne's County, the Historical Site Consortium of Queen Anne's County, and our partners. There will be food and some entertainment. Pasto Mark Farnell will be giving Prayer of Reconciliation. Mary reported that Brad Engel is doing a great job recruiting minority teachers for Queen Anne's County. Brad recently visited Howard University and came back with a stack of resumes. Mary is looking into the housing situation. In addition, Ms. Walker is pushing Dual Enrollment for Queen Anne's County, and it looks like it will be available at the high schools in the near future. Brad Engel also mentioned that the gay community should be included under the "multi-cultural" group.

**F. Open Table Committee**

The next committee meeting is scheduled for April 29, 2015.

**G. Out of School Time Sustainability Committee**

Mike Clark reported that two vendors responded to the RFP. The applications have been read and scored. The Committee developed questions for the applicants with the highest scores and are waiting on the responses. Once the responses are received and reviewed, the contract process between the selected vendor and the Board of Education will begin.

**H. Partnership for Suicide Prevention**

There will be a meeting this afternoon at 1:15 p.m. The next Out of the Darkness walk is scheduled for October 3, 2015. The first walk was very successful.

**IV. Plans for Fiscal Year 2016**

**A. FY2016 Budget Overview**

State Budget – Arlene Lee, Executive Director for GOC, stated that to her knowledge the funding for LMBs for FY2016 will remain level funded.

County Budget – has been submitted to the County Finance office. Our request for \$250,000 in the enhancement budget for Out of School Time activities was decreased to \$150,000 and sent to the Commissioners.

**B. Local Access Mechanism Funding (LAM)**

In the past, we have received \$72,408 for Single Point of Access (SPA) that goes towards what is now our Local Access Mechanism (LAM). The LAM was developed to make it easier for people to connect to the resources they need. Our LAM consists of Chesapeake Helps, for resource and referral, and Family Navigators, to help those who need more

advocacy and support than just a referral to an organization. This project was done regionally, with four other LMBs (Caroline, Dorchester, Kent, and Talbot), and the total funding of \$314,499 was held in Queen Anne's County. However, this year there will be several changes with respect to this funding source. First, each county on the Mid Shore has elected to handle their portion of the LAM money within their own LMB. Secondly, GOC is no longer requiring that the LAM be used for the purposes described above. Instead, it will be added to the allotment we get as part of our regular CPA. Based on the data that has been submitted to us by the vendors for these two programs, Mike recommended that the board continue to fund Chesapeake Helps and Family Navigators in Queen Anne's County for FY2016.

**C. Resource Development and Enhancement Funding (RDEF)**

At the State Director's meeting held on April 7, 2015, Arlene Lee announced that the Governor's Office for Children would be working with the LMB to determine a use for the unspent portion of the RDEF grant (\$145,000). Originally, the intent was to develop an intensive in-home visiting program, but with each RFP draft that was submitted to GOC, we received them back with more feedback. As it turned out, it was determined that Rural Cares had funding and was pursuing the same project. The next decision of the Shore Directors was to pay for a transition youth project which the DSS Directors were working on. At the request of the Governor's Office, this project is on hold until further notice.

**D. Community Partnership Funds (CPA)**

Mike Clark has been tracking our program results utilizing the Results Based Accountability (RBA) model with a software package called Results Scorecard. GOC has informed the LMBs that this will be the vehicle used for developing and submitting next year's Community Partnership Agreement (CPA) proposal. Last year, the amount of funding available for each jurisdiction was \$65,000 for board support (administration) and \$270,286 for Early Intervention and Prevention funding, for a total of \$355,286. Although we haven't gotten the final word yet, it appears as though we will be able to get the same amount for FY2016. Mike recommended that the board continue to fund our current CPA programs for FY2016. It was determined that the final decisions by the board for the distribution of these funds would be at the May 2015 LMB meeting.

**V. Announcements & Adjourn**

- Next LMB Board Meeting: May 20, 2015 at the Board of Education.
- April is Month of the Young Child
- Heritage/Diversity Day! April 25, 2015 from 12-4:00pm at the Queen Anne's County Circuit Court Building lawn.