

**Queen Anne's County
Community Partnerships for Children and Families (LMB)
Board Minutes
September 19, 2018**

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

Members Present:

Karla Altamirano, Community Member
Meredith Braden, Community Member
Joan Brooks, QAC Recreation
Susan Coppage, Department of Social Services
Eric Daniels, Community Member
Kathryn Dilley, Mid Shore Behavioral Health
Brad Engel, Board of Education
Joe Grabis, President, Dept. of Juvenile Services
Bobbi Graef, QAC Department of Health

Megan Pinder, Mid Shore Behavioral Health
Systems
Vince Radosta, Community Member
Laura Roth, Community Member
Mary Ann Thompson, Community Member
Mary Walker, Community Member
Jamie Williams, Community Member
Jim Wills, County Ride

Administrative Staff:

Elaine Butler, Character Counts! Coordinator
Michael R. Clark, Director
Lisa Michaels, Administrative Assistant
Jennifer Stansbury, Operation Specialist and Office
Coordinator II

Member Regrets:

Peg Anawalt, Chesapeake College
Pastor Mark Farnell, Community Member
Gery Hofmann, QAC Sheriff Office
Margie Houck, County Commissioners
Claire Johnson, Student Member
Michelle Johnson, Community Member
Carrie O'Connor, Community Member

I. Welcome, Call to order & Introductions:

Joe Grabis, Board President, welcomed all members, introduced the new members, and then meeting was called to order.

II. LMB Updates & Reports:

a. Executive Committee

The Executive Committee met twice over the summer. The Committee received updates, discussed the retreat and reviewed the agenda.

Ratification of Actions taken by the Executive Committee – During the summer there was one action taken that needs to be ratified by the full Local Management Board. The Executive Committee agreed with the

recommendations of the Out of School Time committee to award funds made available by the County Commissioners for Out of School Time. Vince Radosta discussed the funding to the full board which is noted further in these minutes.

**** Action:**

Jamie Williams moved to ratify the Executive Committee's decision to approve the use of County funds for Out Of School Time funding as follows for fiscal year 2019:

- Partnering for Youth \$52,250
- Parks & Recreation \$20,000
- AlphaBest \$27,750

Karla Altamirano provided a second. All present voted in favor. One abstention: Joan Parks, QAC Recreation.

The Motion was carried.

b. Secretary

Mary Ann Thompson, Board Vice President/Secretary, presented the minutes from June 2018 for approval.

****Action:**

Jamie Williams moved to approve the June 20, 2018 minutes as written. Vince Radosta provided a second. All present voted in favor with no abstentions and the motion was carried.

c. Treasurer

Eric Daniels, Board Treasurer, presented the Treasurer's Reports for June, July and August 2018.

****Action:**

Vince Radosta made a motion to accept the Treasurer's Reports as written. Susan Coppage provided a second. All present voted in favor to accept the Treasurer's Reports with no abstentions and the motion was carried.

d. Director's Report

The Director's Report is included in the Board of Directors Board Meeting packet. Board members were asked to review it and any questions may be directed to Mike Clark. Mike noted that many items addressed in the report this month would also be discussed at the meeting.

III. Update on the Queen Anne's County Collective & Related Projects

- The Collective Model was reviewed with the Board. Each program funded through the LMB is required to do performance measures. To do this "Scorecards" with performance measures are developed. Those scorecards were reviewed briefly by the Board and are available on the web.
- Full Shore Resource Development and Enhancement Fund (RDEF) \$145,686 was awarded to the eastern shore LMBs with Queen Anne's as the lead LMB. The grant will provide:

- \$100,000 in grant opportunities for one time only funds. A grant request review committee is being formed with representation from all shore LMBs. A request was made for a State representative on that committee as well. An RFP is being developed. Priority may be given to applications that address the 2 priority groups and the opioid crisis.
- \$45,000 in trainings for the full state LMBs, to strengthen capacities.
- Community Partnership Agreement Performance FY 2018- The programs are moving forward in their second year under the new collective paradigm. Currently Mike Clark is working with the Strategic Planning committee to develop procedures in which performance data may be presented clearly and efficiently to the committee and the LMB as an entirety. All Vendors' performance measures remain the same, except for Chesapeake Helps. They will focus more on transportation and marketing in year 2.

IV. Committee Project Updates

Out of School Time Activities – Vince Radosta reported that the AlphaBest Summer camp had approximately 25-40 youths this year which was a great achievement as they have had a difficult time in the past getting the summer program started. The County Commissioners funded \$100,000 directly to partnering for youth.

The Queen Anne’s County LMB put an RFP for \$100,000 for organizations to bid on. Eleven organizations expressed interest, only three organizations applied. The funds were awarded as follows:

Partnering for Youth	\$52,250,
Parks & Recreation	\$20,000 and
AlphaBest	\$27,750.

V. Safety Net Committee – Brad Engel reported that a new LMB committee, The Safety Net Committee, was formed and merged the former Anti-Bullying and Partnership for Suicide Prevention committees and adds a school climate component. There was a good turnout for first meeting and the new format was well received. It was decided that QAC Goes Purple would be the primary focus this year and that Unity Day would not be held this year. The Committee and school system didn’t have the capacity to do both. The anti-bullying initiative remains in the schools and trainings will be at the schools for teachers and adults as well. Members of the Safety Net Committee have been trained in Mental Health First Aid.

VI. Cultural Proficiency Committee – Mary Walker reported that the Committee has completed two years of very successful events and movements. A Memo of Understanding was developed by the Committee. The goal is to get the MOU signed by County officials and area businesses to ensure they are practicing diversity in hiring and also meeting with the public on a regular basis to discuss what their needs are. Greg Todd has reviewed the MOU. The MOU will be shared the Board once finalized. The Committee is planning more Sunday Suppers and the Committee is hoping to bring more parents on board.

VII. CommUNITY Mentoring – Elaine Butler reported that the Committee is continuing to grow with 5 mentees and 9 mentors and recruiting more. The mentors are put in teams with a leader for each team. The mentors start with assessing the mentee’s soft skills and what needs they have. The Committee has formed relationships with employers. The mentors receive online training and the Committee is continuing to look for more trainings.

VIII. Next Steps in Fiscal Year 2019

Increased Program Performance & Targets - What is the LMB’s plan after FY19?

- The LMB will continue to work on building relationships with the County Commissioners after the elections. Typically lunch meetings are scheduled with the newly elected County Commissioners in December or January.
- Now that programs have a year under their belt, the next step is to determine a realistic capacity for each program including how many youths can each program serve, determine other performance targets, and determine how the LMB can better support the programs meet their goals.
- Service Point Software – Software has been designed for our vendors and a training occurred last week. There will be a learning curve and some frustration but we believe the information gleaned through this process will be very useful. Each vendor will receive a manual to help them work within the system and LMB staff plan to assist as much as possible also. This new software will build performance reports which will be reviewed by Strategic Planning Committee and report to the Board thru Director’s report.
- GOCCP Grants – Substance Abuse & Diversion – Sustainability – Funds were awarded to the BOE for Counselors to deal with drug abusing students. It is rare to get funding more than once from GOCCP for the same project but this program was regarded highly. Much credit for that goes to Brad Engel who presented to a State-wide committee with a great response. Moving forward, the BOE will need to work with the LMB to develop a plan for future sustainability. Brad Engel will give a presentation at the next Board meeting on the Substance Abuse and Diversion grant.
- Board Retreat – The theme of this year’s retreat will be to discuss where the board should head in the next 3-5 years while maintaining the strategies that are just getting started currently. The Retreat is December 7th, Hilton Garden Inn at Kent Island.

VI. Announcements & Adjourn

- Back pack meetings Friday at 10:30 at the Kramer Center.
- Lisa will provide a list of LMB committees and when they meet.
- Centreville Day October 27th 11-3.
- Make a difference Day November 3
- Next LMB meeting is in October 17th, BOE, Room A.