

Queen Anne's County
Community Partnerships for Children and Families (LMB)
Board of Directors
Minutes
February 15, 2023
In-Person with Virtual Option

Members Present:

Billy Benton, QAC Department of Recreation
Susan Coppage, Department of Social Services
Scott Evans, Community Member
Kathryn Dilley, Mid Shore Behavioral Health
Matt Evans, Board of Education
Bobbi Graef, Department of Health
Patrick Kirk, Community Member
Lt. Mark Meil, QAC Sheriff's Department

Deyanica Murga, Community Member
Stephen Palmer, Transit Department
Lauren Searce, Department of Juvenile Services
Sara Shelley, Community Member
Jone Taylor, Children's Council
Colleen Thomas, Community Member
Mary Ann Thompson, Community Member

Administrative Staff:

Michael Clark, Director
Lisa Michaels, Office Coordinator
Jennifer Stansbury, Operations Specialist and Office Coordinator III

Member Regrets:

Jessica Denny, Community Member
Pastor Mark Farnell, Community Member
Margie Houck, County Commissioners
Justin Hoyt, Community Member
Ashley Kaiser, Community Member
Jason Mullen, Chesapeake College

Cameron Ronayne, Community Member
Olivia Tryon, Student Member

Guest:

Kate McCloskey, Kinera
Julie Vallecillo, Kinera

I. Welcome:

Mary Ann Thompson called the meeting to order at 11:35 a.m.

II. LMB Updates & Reports:

A. Executive Committee

The Executive Committee met on Monday, February 13, 2023. The Executive Committee reviewed and approved the agenda. No decisions were made that need the full Board's ratification.

B. Secretary

Susan Coppage, Vice President/Secretary, presented the meeting minutes from January 18, 2023, for approval.

****Action:**

Jone Taylor moved to approve the January 18, 2023 minutes as written. Colleen Thomas provided a second. All present voted in favor with no abstentions and the motion was carried.

C. Treasurer

Kathryn Dilley, Treasurer, presented the Treasurer's Report for January 2023, for approval.

****Action:**

Susan Coppage made a motion to accept the Treasurer's Report for January 2023 as written. Jone Taylor provided a second. All present voted in favor to accept the Treasurer's Report for January 2023 with no abstentions and the motion was carried.

D. Director's Report:

- The Board was requested to review and make any revisions to the Community Partnerships for Children and Families' (Local Management Board) Bylaws. The Bylaws were provided to the Board members prior to the February meeting.

****Action:**

Susan Coppage moved to note for the record that the Bylaws for the Queen Anne's County Community Partnerships for Children and Families, our Local Management Board, have been reviewed in fiscal year 2023 and no amendments were requested. Matt Evans provided a second. All present voted in favor with no abstentions and the motion was carried.

- The Character Counts! Coordinator position has just been approved by the Queen Anne's County Commissioners to be a full-time, county funded position. Cathy Willis played a big part in making this happen. The job description for this position will be updated and this job vacancy will be posted soon.
- The Department of Community Service's new Resource Development Specialist is Lacey Amos. Today is Lacey's first day and she is attending a HR orientation. However, she will be attending next month's Board meeting.

See the complete Director's Report in your Board Packets.

E. Committee Updates:

- Backpack Committee – Scott Evans
 - The Committee distributed 6,633 bags from October through December, 557 children were served.
 - The Committee currently has approximately 70 volunteers.

- The Maryland Food Bank funding has ended, and they will begin charging the Committee for food.
- The Committee has applied for a grant through Food Lion.
- Character Counts! – Susan Coppage
 - The Character Counts! Advisory Board met this morning.
 - The Character Counts! position is now a full-time, fully funded position through Queen Anne's County.
 - Kelly Huber continues to help out during this transition.
 - Currently there are 72 coaches and looking to recruit more.
 - The Advisory Board is planning a celebration for the coaches in May.
 - Susan Coppage attended the QAC Commissioner's Meeting last night and two proclamations were presented to the Commissioners.
 - Plans are being made to provide outreach at community events.
- Children's Council – Jone Taylor
 - The Council met on February 1, 2023.
 - There were a few edits to the bylaws.
- Out of School Time Committee – Lauren Searce
 - The Committee has not met since the last Board meeting.
 - No updates.
- Membership Committee – Mary Ann Thompson
 - Olivia Tryon, student member, will not be able to fulfill her position. The Board will need a new student member nominee for next fiscal year.
 - Susan Coppage and Patrick Kirk volunteered to fill the vacancies on the Membership Committee.
 - There will be a membership interest form sent out to all board members soon.
- Safety Net Committee – Matt Evans
 - The Committee met this morning.
 - Jeffrey Shultz has joined the Committee. He works with AFSP and NAMI.
 - Mr. Shultz will be presenting to the Safety Net Committee and also providing outreach to the schools.
 - Ray Lozano will be presenting to all the middle schools in the county Schools February 16th and 17th. His presentation is funded through the Elks Club and Drug Free Queen Anne.
 - Rapping About Prevention - Scheduled on 4/13 & 4/14 - include 6th and 7th
 - The Board of Education has a Wellness Facebook page that is kept current.
 - Rachael's Challenge presentations for Elementary Students
 - Quick turnaround.
 - Will start next week – in four of our middle schools.
 - Will come back in March to do the elementary's schools.
- Strategic Planning Committee – Mary Ann Thompson

- Still waiting on word from the State as to whether or not we were awarded the Maryland Connected Devices Program grant.
- The Committee is working on developing a dashboard so that we can access real-time information.

III. Fiscal Year 2023 Unallocated Funds: Updates, Recommendations & Decisions. – See attached. – Mike Clark

- The balance of unallocated funds for FY23 is \$42,607.00.
- At January’s meeting, the Board tasked the Strategic Planning Committee with how to utilize the balance of the unbudgeted funds currently in our budget for fiscal year 2023.
- Below are the recommendations on how to utilize the balance of the unbudgeted funds for fiscal year 2023.
 - Purchase of mattresses, including bedding for families in need - \$10,000.00.
 - Kinera Foundation – Parent Navigator – an additional 10 hours per week - \$10,000.00.
 - Third-Party Medical Insurance Reimbursement – Healthy Families - \$10,000.00.
 - Purchase of AutoCAD books for industry-certification of students enrolled - \$720.00.
 - No Such Thing as a Bad Kid Training - \$1,887.00.

****Action:**

Jone Taylor made a motion that the Local Management Board accepts the recommendations made by the Strategic Planning Committee and submits the items and strategies listed above to the Governor's Office for their approval to fund and implement in fiscal year 2023. Patrick Kirk provided a second. All present voted in favor with Bobbi Graef voting in abstention. The motion was carried.

IV. Fiscal Year 2024 Community Partnership Agreement NOFA: Update & Approval of Decision Process:

- Peg Anawalt, a private consultant and former LMB member, will help us complete the CPA proposal this year.
- In the meantime, Lacey Amos will be ready to take it on next year.
- The maximum amount we can apply for is \$375,961, which includes the extra \$55,000.00 that we received last fiscal year.
- We can increase the amount requested for the Local Care Team by at least 5% or it could be unlimited.
- It has been the Board’s practice to empower the Strategic Planning Committee in partnership with the Executive Committee to make decisions regarding our Community Partnership Agreement application on behalf of the full board because of the tight timeline, amount of work required, and the fact that the full board only meets one time a month.

****Action:**

Colleen Thomas made a motion to empower the Strategic Planning Committee in partnership with the Executive Committee to make any necessary decisions in order to prepare, complete and submit the fiscal year 2024 Community Partnership Application on behalf of the Queen Anne’s County Local Management Board. Jone Taylor provided a second. All present voted in favor with no abstention. The motion was carried.

VI. Announcements and Adjournment

- The next LMB Board of Directors meeting is scheduled for March 15, 2023, at 11:30 a.m.
- No Such Thing as a Bad Kid training May 18, 2023, Chesapeake College.