



FREDERICK COUNTY GOVERNMENT

DIVISION OF FAMILY SERVICES

Jessica Fitzwater
County Executive

Kelli Goetz, Division Director

Frederick County, Maryland Local Management Board

Meeting Minutes

June 23, 2025, at 2:00 p.m.- 4:00 p.m. In Person

Department of Social Services, 1888 N Market St, Frederick, MD 21701

In Attendance

Staff: Kelli Goetz, Director FCDFS, Leshia Chandler, Deputy Director FCDFS, Mandy Mansell, Executive Assistant FCDFS, Elizabeth Miller, DFS Fiscal Assistant FCDFS, Adrian Adlam, LCT Coordinator FCDFS

- 1. Call to Order-** Leshia Chandler
- 2. Welcome/Attendance-** Leshia Chandler
 - a. Introduction
 - b. Jay Hessler is attending another commitment and unable to attend the LMB meeting today
- 3. Approval of the Minutes**
- 4. Presentation- LCT Annual Review-**Adrian Adlam
 - a. LCT in each county
 - b. Three types of referrals were noted by Local Care Team Coordinator: Technical Assistance, Voluntary Placement Agreement, and Interagency Placement Committee
 - c. Helping families and children get the support they need
 - d. Connecting families to Community Resources and Community Partnerships with events and activities
 - e. Two types of referrals for services: self-referral and agency referral
 - f. Thirty-minute virtual meeting after referral to determine support necessary
 - g. Referral form needed per child needing services, state requirement
 - h. Renewed referral form every year
 - i. Up to age 24 to receive LCT services
 - j. Intake form completed as reported by parent or referring agency
 - k. Determining benefits, services, support, activities, transportation, housing, financial assistance, etc. for everyone in the family that needs resources
 - l. Survey forms completed and information gathered to consider and strategize where funding is needed, gathering data on youth and families to analyze and access where there are needs.
 - m. Goal to build a better community together

5. Old Business

- a. **Consortium**- Time line, variety of recipients, award decisions- Leshia Chandler
- b. **Interagency Early Childhood Committee**- Summertime library programs and reading programs and prizes- Erin Gambrill
- c. **Childcare Market Studies**- Kelli Goetz
- d. **DFS Updates**
 - 1. LMB Subcommittee- considering state initiatives and new performance measures keep resources flowing and not stagnant
 - 2. Staffing Changes- Kelli Goetz announced August 29, 2025, retirement as Director, Elizabeth Miller new Fiscal Assistant for DFS

6. New Business

- a. **ENOUGH Track 3**- Updated timeline from GOC- Leshia Chandler
 - 1. State level partnerships and community trusted partners
 - 2. Strategic with Grant funding and stainability plan
 - 3. Currently funded Agency programs, checks and balances, and Grant award letters
 - 4. How to best serve the community with awarded grant funds
- b. **Bylaw Review**- LMB codified into County processes

7. Comments and Announcements

- a. Workforce services
- b. Training project
- c. Childcare Choices
- d. Neighborhood Action Plan

8. Public Comments

- a. Rebuilding relationships and connecting to community resources
- b. Community needs assessment
- c. Work Groups developing plans and aligning to needs
- d. Safety and security, walkability Golden Mile
- e. Mentoring for both children and adults
- f. Men's mental health survey
- g. Recreation and Parks Summertime camps for youth

- 9. **Adjournment**- Leshia Chandler motioned to adjourn, 4:00 p.m.

Next Meeting Dates:

- August 25, 2025
- October 27, 2025
- December 15, 2025