



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

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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 sustainability 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