

Frederick County Department of  
Social Services  
1888 North Market Street



**See email from DSS for call-in details**  
**Advisory Board Meeting Minutes**  
5:00-6:15 p.m.

<b>Date:</b>	27 October 2021
<b>Attendees:</b>	Debbie Marini, Director; Patrick Hammett, Chair; Kerri Burson, Secretary; Danielle Haskin, Treasurer; Cheryl Back; Esther Slack-Metellus; Leslie Slaby and Elizabeth Odom, presenters

**1. ROLL CALL –5 min**

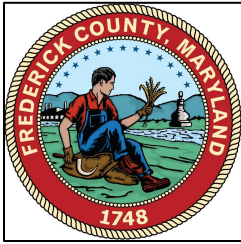
- a. Call to Order
- b. Approval of Agenda

**2. PROGRAM PRESENTATION**

- a. Temporary Cash Assistance Leslie Slaby and Elizabeth Odom – Presentations
  - TCA – For families and pregnant women only. (Leslie)
    - All participants have to participate in a work activity unless they have an exemption (e.g. child under one, caring for disabled, etc)
      - Work requirements have been suspended during Covid
      - Anticipate that the requirement will be reinstated next year
      - Encourage those who get TCA to participate in work activity and help them to remove the barriers to working
      - Look at families holistically and connect with resources so that they can sustain after TCA is no longer available
    - There was a time when unemployment was not counted for eligibility, but that has ended.
      - Get an extra \$100 per household member
  - Getting Ahead Program (Elizabeth) – Bridges Out of Poverty Program
    - Slides available
    - Implementing in Feb/Mar 2022
      - Potentially hybrid (in-person/virtual)
    - Can be 8 or 16 weeks; looking at 8 weeks for start-up
    - Guides participants through the process of assessing their own lives and resources and create their own plan to build self-sufficiency
    - 10 modules with facilitator and investigators (participants)
    - Note from Leslie: Coordinates with research available that says that individuals who make their own plans are more likely to accomplish those tasks/goals.

**3. DIRECTOR'S REPORT – Debbie Marini– 10 min**

- a. Request to merge the quarterly board report and PQI report
  - Two months out of the year would only get raw data and every 6 months would get narrative around the data
- b. COA Accreditation – Will bring more information about this in the next few months



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- c. Board member liaisons for PQI meetings (Patrick)
  - Three groups where board member participation would be welcome (Debbie)
    - PQI (3<sup>rd</sup> Monday 1-3pm) - TBD
    - DEI (4<sup>th</sup> Thursday 2-4pm) - Danielle
    - Faith Community Partnership (2<sup>nd</sup> Tuesday 9-10am) - Danielle
  - Faith Community Partnership encouraged to lead their own meetings
    - If do fundraising, they do not have a 501(c)(3) and would like to use DSSB for those purposes
      - Any conflict?
      - Raising funds as need arises?

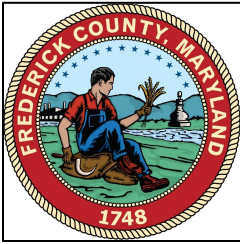
**BEGINNING OF CONSENT AGENDA – 15 min**

- a. Approval of September Minutes – Send out via email to be approved in November
- b. Treasurer's Report
  - No official report at this point because Danielle is still not getting the statements
  - Did have a check go to crib crawl to purchase 21 pack-n-plays
- c. Legislative Committee Report
  - Memo sent to county
- d. Outreach Committee Report
  - Crib Crawl and Out of Darkness Walk
  - ACF Health Fair is this weekend and will include board information on the table
    - i. Debbie to let Esther know who is going to be at the table
- e. Recruitment Committee Report
  - Former and current clients can apply
  - Asked to have an actual page with a link to folder with agendas and minutes
    - i. Kerri to act as a liaison to discuss with county IT as needed

**END OF CONSENT AGENDA**

**New Business - 20 minutes**

- 4. Virtual or In-person Meetings – Virtual in November and will decide other meetings later**
- 5. Staff Appreciation Event**
  - a. The staff appreciated the ice cream treats and the Thank You posters
    - It is good to let people know they are appreciated and acknowledge their hard work
- 6. MASSB Annual Meeting – 29 October 2021**
  - a. MASSB Session on policing – Patrick asked about social workers in some situations
    - There are efforts being made in Frederick City/County, but not through DSS
- 7. Director's Evaluation**
  - a. Charged with conducting evaluation
    - Write letter to the Secretary of Human Services with Board evaluation in June timeframe



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**8. Strategic Plan**

- a. Some questions still to be resolved
- b. Committee to discuss – Whole Board to attend
- c. Send revised plan in an email
- d. 1:30pm on November 6<sup>th</sup> – Panera on Kingfisher

**9. Review Action Items**

- a. All done except for coordinating recruitment with the county

**ACTION ITEMS**

Item	Responsible Person(s)	Due Date	Status
Coordinate Recruitment with county	Hammett		In Process
Request slides from presentations from Marini	Burson	22 May 2019	complete
Staff Appreciation	Hastings		complete