

## FREDERICK COUNTY LOCAL MANAGEMENT BOARD MINUTES

Citizens Services Office

401 Sagner Ave.

Frederick, MD 21701

July 27, 2020 – Virtual Meeting

### Present:

FC Dept. of Social Services – Debbie Marini and Representative, Kim Smith  
FC Office for Children & Families – Shelly Toms  
Family Partnership – Amanda Barker  
FC Police Department – Acting Chief Patrick Grossman  
FC Citizens Services Division – Representative, Leslie Barnes-Keating  
FC Health Department – Representatives, Steve Buckley and Miriam Dobson  
FC Public Schools – Dana Falls  
FC Human Relations – Miles Ward

FC Local Behavioral Health Authority – Representative, Lindsey Bernier  
Head Start (YMCA) – Stacy Wantz  
Way Station – Jenifer Winkler, **Chair**  
FC Workforce Services – Latrice Lewis  
FC Office for Children & Families – Brooke Sims  
FC Office for Children & Families – Jennifer Barker-Frey  
FC Office for Children & Families – Sarah Ford  
Housing Authority, City of Frederick – Ann Ryan  
Private Citizen – Marsha Nelson-Duncan  
Private Citizen – Ralph Hertges  
Mental Health Association – Shannon Aleshire

- I. The meeting was called to order at 2:03 pm by Chair, Jenifer Winkler. Jenifer reminded everyone that this is the LMB's first virtual meeting and it is being streamed Live/Recorded on the FC Boards and Commission's Facebook page.
- II. Jenifer Winkler introduced the new Director of the Office for Children and Families, Shelly Toms and Shelly Toms introduced the new Deputy Director for the Citizens Services Division, Leslie Barnes-Keating who is representing the Director of Citizens Services, Christine Kay.
- III. Jenifer Winkler reminded the board that updated signatures on the Conflict of Interest and Confidentiality forms need to be signed by LMB members for FY21. She advised that the Admin Coordinator from OCF will be sending a PDF for electronic signature for members to sign and return after the meeting.
- IV. FY21 Community Plan – Shelly Toms gave an overview of the strategies and outcomes for the FY21 Community Plan. Leslie Barnes-Keating gave special thanks to Clear Impact's Karen Finn, the County, the Public, and all other organizations that helped create it. Shelly Toms proposed the FY21 Community Plan be put into a vote. Jen Winkler motioned to approve, and it was 2<sup>nd</sup> by Latrice Lewis. All members agreed and the FY21 Community Plan was approved.
- V. The FY21 NOFA was approved through the GOC and the grant programs that will continue for FY21 are: Families Impacted by Incarceration (FIIP), Youth Connections, Systems Navigation, New Horizons. The Local Care Team was also funded.
- VI. Board Vacancies – Ken Oldham was voted and approved by the board to renew his term. Monica Gatison and Grace Rodriguez did not renew, therefore we have two vacancies in the private sector. The County Executive's Office will advertise in August in the newspaper for anyone interested. Applicants can send a letter of interest and resume to Joyce Grossnickle to volunteer. After the advertisement closes, the LMB will form a small workgroup to review and interview interested parties. Then the workgroup will bring recommendations to the LMB for approval.
- VII. Chair and Co-Chair – The terms for the positions are finished, both seats are vacant. Shelly Toms asked for members of the board to volunteer. Dr. Miriam Dobson offered to be Chair and Debbie Marini to be Co-Chair. Shelly Toms expressed if other members were interested

and wanted more information to contact her by the end of the week. It was decided that an email would be sent the following week for a vote for the new Chair and Co-Chair.

VIII. Children's Cabinet/LMB Budget – GOCCP/GOC is cutting the budget by 10% from all the LMBs equally across the state of Maryland. The Frederick County's LMB Budget cut total is: \$39,301.00. The LMB organized a small work group to discuss where the budget could be adjusted and what programs would be effected. On the group was Latrice Lewis, Dana Falls, Jenifer Winkler along with CSD and OCF staff. The group looked for options and ideas for the best way to absorb the cuts equitably. The LMB is in the process of the finalizing the recommendations from the small work group and once complete OCF will send out an email to the board to vote on the plan.

IX. Program Updates – Members of the board were asked to share any updates about their programs or vendors. These included:

- Miriam Dobson, gave an update about the Living Healthy Program from the Health Department. She will be emailing the information to the LMB to share.
- Debbie Marini, DSS has never closed their doors and are making sure to continue services/contracts with essential services to keep families together. Public service announcements about child safety are continuing with the partnership with CAC.
- Jenifer Winkler, Way Station is still providing services and their teams are reaching out with a virtual platform to help youth still feel connected.
- Dana Falls, FCPS will be voting within the week to determine if schools will return in a hybrid or full virtual model. They expect to have four listening sessions scheduled virtually, more details coming soon.
- Latrice Lewis, Workforce services have been serving the public continually. Employment is ramping up and they are providing one-on-one services for resumes and interview skills. All services are virtual and they have over 50 youth working in the Summer Jobs Program.
- Jennifer Baker-Frey, the LMB program vendors are consistently coming up with creative ways to continue services to the public.
- Brooke Sims, LCT is still actively working/meeting and has seen an increase of referrals.

X. Before the meeting was adjourn, Shelly Toms reminded the LMB that additional meetings may need to occur in August & October to address all the changes and voting for the board.

XI. Adjourn – 2:50pm

**Upcoming Meeting Dates:**

September 28, 2020

October 26, 2020 – Tentative

November 23, 2020