

FREDERICK COUNTY LOCAL MANAGEMENT BOARD MINUTES

Virtual Meeting

March 22, 2021 2:00 PM to 4:00 PM

Housing Authority of the City of Frederick – Ann Ryan
Seton Center – Sister Martha Beaudoin
FC Finance Department – Marie Berg
FC Public Schools – Dana Falls
Waystation/Sheppard Pratt – Jenifer Winkler
United Way – Kenneth Oldham
FC Dept. of Social Services – Debbie Marini, **Vice Chair**
FC Workforce Services – Latrice Lewis
Family Partnership – Barbara May
Private Citizen, Ralph Hertges
Head Start (YMCA) – Stacy Wantz
FC Human Relations – Miles Ward
FC Dept. of Juvenile Services – William Keefer

FC Office for Children & Families – Shelly Toms
FC Office for Children & Families – Brooke Sims
FC Office for Children & Families – Jennifer Barker-Frey
FC Office for Children & Families – Sarah Ford
FC CSD – Leslie Barnes-Keating
FC Housing & Community Development – Susan Brown
FC Local Behavioral Health Authority – Jay Hessler
Community Engagement & Consultation Group Inc. – Dr. Anita Mwalui
Safe Babies Court (Zero To Three), Jessica Lertora
Steadfast – Cindy Morgan
Mental Health Association – Shannon Aleshire

Commence – 2:02pm

Introductions – Debbie Marini. The meeting was called to order by Debbie Marini and Shelly Toms started introductions of attendees.

Approval of Minutes – The minutes were approved, by vote, with a motion from Latrice Lewis and seconded by Sister Martha Beaudoin. Unanimous.

NOFA Updates, Review Panel Reporting – Youth Connections and New Horizons

- **NOFA Update: Shelly Toms.** The Office for Children and Families (OCF) is working on the Community Partnership Agreement (CPA) Grant that is due April 9, 2021. The grant application focuses on re-funding the current programs - New Horizons, Youth Connections, Families Impacted by Incarceration (FIIP), and Systems Navigation. All four programs continue to meet the Children's Cabinet priorities. The application also includes funding for LMB Board Support and the Local Care Team. Review panels for the programs have been established with LMB Members, the Director of OCF, and the Program Evaluator to review strategy pages/narratives that directly apply to the grant application. Currently, Youth Connections and New Horizons have been completed and the FIIP and Systems Navigation are scheduled for the coming week.
- **Youth Connections Review Panel Summary: Debbie Marini.** Addressed the overall themes of the Notice of Availability of Funding (NOFA) with information on addressing race equity, ACEs, and the research based approach they use. With the new inclusion of “at risk of being in jeopardy of disconnection” for youth has really helped open up the possibilities to help youth and its lasting impact on the community. A few minor changes and suggestions were made for the strategy pages, but overall the group is confident in the content.
- **New Horizons Panel Summary: Dana Falls and Ann Ryan.** New Horizons continues to achieve great success for NOFA priorities. In particular, ACEs, the impact of youth education, and mitigating the effects of childhood adversity. Very few changes were needed as the program continues to grow and help the community.

Requests for Proposals (RFPs)– Healthy Families and Systems Navigation

Shelly Toms. The OCF is working closely with the Procurement and Contracting Department of Frederick County to advertise for two Request(s) for Proposals (RFP) this year. One RFP is for the Home Visiting Program. We expect that a vendor will be chosen in Mid-May. This RFP will allow us to have a contract with a vendor for 5 years and have yearly renewals. The Home Visiting program is funded through a grant that OCF receives from Maryland State Department of Education (MSDE) and some County funds. The OCF is in the process of writing the FY22 grant application and will submit it to MSDE on or before it's due date - May 11, 2021.

The other RFP that will soon be advertised through the County is for the Systems Navigation program. It has been in our community since 2007. Every 5 years the County puts this RFP out to the community for agencies to have an opportunity to apply and receive funds to provide these services.

LMB members will be represented on both RFP review panels. During this process, they will review proposals and assist with choosing a vendor to provide the services.

Groundwater Presentation Discussion

Shelly Toms. The Groundwater Approach training provided by Racial Equity Institute was held in January 2021. We invited approximately 100 people and almost 50 attended. Attendees included members from the LMB and the Human Relations Commission, County and State employees, non-profits, and other interested community members. The survey results received after the training were mostly positive and respondents felt they learned new information and would share it with others. The LMB members discussed the training and possible next steps, as well as additional training that could be useful to the LMB. It was suggested that we create a DEI workgroup to further discuss the ideas from the meeting and keep the work moving forward. Shelly will send out an email to the members to ask for volunteers.

Local Care Team (LCT) Presentation

Brooke Sims. An overview of the past year with the Local Care Team.

https://drive.google.com/file/d/12NNB2qOnN0DOuMYz_IbE1QtChBke4jns/view?usp=sharing

First Half Year 2021 Score Card Data Review

Sarah Ford. The Scorecard is the tool utilized for all LMBs across the State to enter data and narratives for programs funded by the Governor's Office. The board was given an overview of how the technical side of the Scorecard works, such as entering data, updating performance measures, and viewing the narrative for each program. She also provided a view of the public side of the Scorecard from the Governor's Office Child-Well Being Website and how to interact with it. More information about the Scorecard is located at:

<https://goc.maryland.gov/frederick/>

LMB Training and Technical Assistance

Shelly Toms. The LMB Training and Technical Assistance training calendar was sent out to Board members. Shelly reminded members to review the trainings and register for trainings they were interested in. The trainings are often and can be found here to register/get more information:

<https://docs.google.com/document/d/1AOo0rAoqihov8a5ALvzFEeQ8V7MzTFCU/edit>

Upcoming Board Vacancy & Reappointment(s)

Shelly Toms. There will be a vacancy on the Board as of June 30th, 2021 when Jenifer Winkler will be stepping down. We thank her greatly for her dedicated service to the board, including serving as a Chair for several years. Frederick County Government will be advertising during the month of April for vacancies on Boards and Commissions. If you are aware of someone who may be interested, please refer them to OCF for more information. Latrice Lewis's first term expires on June 30th, 2021 and she has applied to serve for another term. The Board will vote on Latrice's re-appointment at the May 24, 2021 meeting. There are no other vacancies or reappointments at this time.

Community Updates

- **Latrice Lewis.** The Equity and inclusion Leadership Team only has 3 more meetings. Please feel free to join the meetings. April 12 is the last one and then it will be concluded and presented to the County Executive. Here is the Meeting Link: <http://www.frederickcountymd.gov/Racial-Equity>
- **Debbie Marini.** Please check out the Annual Report for the Department of Social Services. Link: <https://drive.google.com/file/d/1HIAoewXPpr-Wqh9VSuOqhMbOnrTQnbKT/view?usp=sharing>

Adjourn 3:46 pm

Next Meeting is May 24th, 2021 from 2:00pm to 4:00pm