



**Frederick**  
County, Maryland  
**Local Management Board**

**FREDERICK COUNTY LOCAL MANAGEMENT BOARD MINUTES**

**Virtual Meeting**

**August 18, 2022 10am to 12pm**

1. FC Health Department – Miriam Dobson, Chair	10. FC Office for Children & Families – Pilar Olivo
2. FC Dept. of Social Services – Kim Smith	11. Family Partnership – Barbara May
3. Housing Authority, City of Frederick – Ann Ryan	12. FC Local Behavioral Health Authority – Jay Hessler
4. FC Finance Department – Marie Berg	13. Private Citizen – Ralph Hertges
5. FC CSD – Kelli Goetz	14. FC Workforce Services– Latrice Lewis
6. FC Office for Children & Families – Shelly Toms	15. FC Police Dept – Jason Lando
7. FC Office for Children & Families – Sarah Ford	16. FC DJS – William Keefer
8. FC Office for Children & Families – Lesbia Chandler	17. FC Public Schools – Dana Falls
9. FC Office for Children & Families – Jennifer Barker-Frey	

- **Commence** – 10:04 am
- **Introductions** – Miriam Dobson called the meeting to order and started introductions of attendees.
  - Note: July meeting minutes will be voted on at the Sept 26, 2022 meeting.
- **Strategy Voting for Using Additional State Funding** – Miriam Dobson led the group through the four priorities from the Community Plan and asked for a vote from the board to determine which strategy would utilize the additional State funding of \$38,000 one-time use for FY23.
  - Strategies: <https://www.frederickcountymd.gov/DocumentCenter/View/340298/4-Stratz-for-State-Funding>
  - A member from each breakout group presented their strategy recommendation for the LMB consideration.
  - Jason Lando made a motion for members to vote for which strategy they would like to utilize the funding for, seconded by Dana Falls. Unanimous.
  - Vote results in order of majority:
    1. Mental Health Services
    2. Mentoring Services
    3. Work Based Learning
    4. Co-Locate Services in the Northern End of the County
  - A motion was made by Barbara May that if a mental health strategy was unable to be established the next strategy to undertake would be mentoring services. This was seconded by Latrice Lewis. Unanimous.
  - Volunteers were requested to help write and review the Mental Health Strategy, so the LMB would be ready when the State provides more direction on how to apply for the additional funding:
    - Ann Ryan, Latrice Lewis, Lynn Davis (for Dana Falls), Lesbia Chandler, and Barbara May

- **REI Phase I Workshop Debrief** – Shelly Toms. The DEI Workgroup met with one of the consultants from REI to go over the Phase I workshop and to see what would be the next steps. They provided a tool called the problem-solving wheel and discussed how the LMB could potentially utilize it moving forward. A review of the survey was discussed. The DEI Workgroup will continue meeting monthly and will be discussing possible FY23 goals and actions at upcoming meetings.
  - Problem Solving Wheel:  
<https://www.frederickcountymd.gov/DocumentCenter/View/340302/Problem-Solving-Wheel>
  - REI: Phase I Survey: <https://docs.google.com/forms/d/e/1FAIpQLSdT7t2G9xi3pFPi-dCsJxTeYu-R0zIUms0xbM4d6UetdP4gCA/viewanalytics>
- **Vote for Reappointment & Vacancies** – Miriam Dobson and Shelly Toms.
  - In September the Chair and Vice Chair positions will be open and if any LMB members are interested they should contact Shelly Toms by September 1, 2022.
  - Ralph Hertges applied to the LMB for a second 3-year term. A motion to re-appoint Ralph for a second term was made by Jay Hessler and seconded by Jason Lando. Unanimous.
  - Currently there are two vacancies on the board, if you know of someone interested in applying, please contact Shelly Toms.
- **OCF Director Updates** – ARPA Childcare Market Study Project. Awarded \$300,000 for the study and \$500,000 to implement findings/recommendations from the study. More updates and information to follow in future meetings.
- **Community Updates** – Please send any community updates to Sarah Ford, and she will distribute via the email list.
- **Adjourn** – Motion from Jason Lando seconded by Barbara May. Unanimous. Adjourned at 11:03am.

**Next meeting is on September 26, 2022 from 2:00pm to 4:00pm  
In-Person at the Department of Social Services  
1888 N Market St, Frederick, MD 21701**