



## FREDERICK COUNTY LOCAL MANAGEMENT BOARD (LMB) MINUTES

### Virtual Meeting

March 27, 2023, 2pm to 4pm

#### LMB Members:

Frederick County Workforce Services– Latrice Lewis-  
**Chair**

Frederick County Local Behavioral Health Authority –  
Jay Hessler – **Vice Chair**

Asian American Center of Frederick – Toni  
Shindlecker

Children of Incarcerated Parents Partnership (COIPP)  
– Pat Rosensteel

Housing Authority of the City of Frederick – Ann  
Ryan

Family Partnership – Barbara May

Frederick County Dept. of Social Services – Debbie  
Marini

Frederick County Finance – Marie Berg

Frederick County Public Schools – Dana Falls

Frederick Community College – Shemica Sheppard

Private Citizen – Ralph Hertges

Frederick County Dept. Juvenile Services – Bill Keefer

Frederick County Citizens Services Division – Kelli  
Goetz

Frederick County Developmental Center – Steve  
Buckley

Frederick City Police Dept – Jason Lando

Seton Center – Sister Martha Beaudoin

Community Engagement & Consultation Group –  
Anita Mwalui

#### LMB Staff:

Office for Children and Families – Shelly Toms

Office for Children and Families – Sarah Ford

Office for Children and Families – Leshia Chandler

Office for Children and Families – Jennifer Barker-  
Frey

Office for Children and Families – Pilar Olivo

#### Community Members:

Student Homelessness Initiative Partnership (SHIP) –  
Melissa Muntz

Safe Babies Court Team (Zero to Three) – Jessica  
Lertora

Transit Services - Jaime McKay

Transit Services – Roman Steichen

**Commence** – 2:04pm

**Introductions** – Latrice Lewis started the meeting and proceeded with introductions of attendees.

**Approval of Minutes** – Minutes for 1.23.23 were approved, by vote, with a motion from Pat Rosensteel and seconded by Barbara May. Unanimous.

**Transit Services Presentation – Jaime McKay.** Deputy Director of Transit, Jaime McKay, provided a presentation for Transit services about how we can work together to address the transportation needs in the County, which community members discussed during the LMB community planning process.

Presentation Link: <https://www.frederickcountymd.gov/DocumentCenter/View/343372/Transit-Presentation>

**Child Care Market Study Update – Pilar Olivo.** The Child Care Market Study was awarded to the consultant group Public Policy Associates and Pilar gave an overview of the different components of the study.

Presentation Link: [https://www.frederickcountymd.gov/DocumentCenter/View/343374/FC-Child-Care-Market-Study-LMB-Overview-3\\_27\\_23](https://www.frederickcountymd.gov/DocumentCenter/View/343374/FC-Child-Care-Market-Study-LMB-Overview-3_27_23)

**Interagency Early Childhood Committee (IECC) Update – Jessica Lertora.** Jessica provided an overview of the IECC and the work the committee has been focusing on over the past year, including IECC's 2023-2026 Strategic Plan.

Presentation Link: <https://www.frederickcountymd.gov/DocumentCenter/View/343373/IECC-Presentation-to-LMB-Final>

Strategic Plan: <https://www.frederickcountymd.gov/DocumentCenter/View/343381/IECC-Strategic-Plan-Revised-as-at-March-7-2023>

#### Director Updates – Shelly Toms.

- **FY24 Notice of Funding Availability (NOFA) application** – The NOFA was submitted to the State on March 23, 2023. The application is currently in review, and the LMB will be notified by April 21, 2023, if there are any areas to address. The State will issue a letter of intent for funding in June. The application included 5 continuing programs and a budget in the amount of \$495,634 – this includes funding for the programs, Local Care Team, and Board support.
- **Governor’s Cabinet Secretaries Visit** – On March 3, 2023, Frederick County had a visit from the Governor and his cabinet members: the Secretary of Health, Secretary of Human Services, and Secretary of Juvenile Services. They had an opportunity to hear about the new Crisis Stabilization Center from the Health Dept. and their partners. Shelly shared information with them about the LMB and 3 of our vendors were present to share the services they provide through the LMB’s funding.
- **Strong Families Video Premiere** – Join the ACEs Workgroup, Office for Children and Families, Frederick County Public Library, and the Health Care Coalition for the Strong Families Premiere on Tuesday, March 28, 2023, at 6:30 – 7:30 pm at C. Burr Artz Library Community Room. This event is free, open to the public, and will provide ASL and Spanish interpretation.
- **City of Frederick Proclamation** – On April 6, 2023, at 7:00pm Mayor O’Connor will provide a proclamation at City Hall to announce April the Month of the Young Child.
- **Equity in the Center** – There is a training opportunity through the Equity in the Center called “Awake to Woke to Work – Building a Race Equity Culture” that is available for LMB members and vendors. The first module is training on the Race Equity Cycle framework for organizational transformation and the 2nd module is a deeper dive into operationalizing equity. The training will be on May 8, 2023, from 2-4pm and May 22, 2023, from 2-4pm.
- **LMB Vacancies** – There are two seats that will be vacant after June 30, 2023. Ann Ryan and Sister Martha’s terms will be ending and they will not be re-applying. Please let Shelly know if any community members would be interested in applying.
- **Community Plan** – Clear Impact is currently analyzing the information gathered from the community convenings. A draft report will then be provided to the implementation team for revision and then shared with the LMB members for review.
- **May Meeting Update** – The May LMB meeting will need to be rescheduled, please respond to the doodle poll once it is sent out to members.
- **New Vendor for Getting Ahead** – The Religious Coalition alerted us recently that they will not be able to oversee the Getting Ahead program in FY24. We will be working with the County Procurement Office for a request for quotes.
- **LCT Training** – Leshia Chandler. Join the Frederick County Office for Children and Families Local Care Team for their Annual Spring Training virtually on Tuesday, May 2, 2023, from 9am- 12pm. Monte Ephraim, LCSW and owner of MESE Training and Consulting LLC will be providing a training about “Adverse Community Experiences and Resilience: A Framework for addressing and preventing community trauma”.
  - Please register early as participation is limited.
  - Registration Link: <https://us02web.zoom.us/meeting/register/tZEvd-yopjgsHdNLqu8pAcN4CgS4O45pLPrR>

## **Community Updates:**

### **Latrice Lewis:**

- Career Fair March 28, 2023, from 8:30am to 12:00pm at Frederick Community College. For students that are not necessarily College Bound, there will be businesses ready to hire once they graduate from high school.
- Biotech Bootcamp – A free 4-week training program for entry into the Biotechnology industry starting May 30, 2023, to June 23, 2023. No cost for participants and no prior biotech experience required.

### **Barbara May:**

- Mother Goose on the Loose: An interactive early literacy program for expectant parents. Learn more about your baby-to-be through songs and fun activities. Thursday, April 6, 2023, from 1pm to 3pm at Family Partnership. Contact Barbara for more information: [bmay@frederickcountymd.gov](mailto:bmay@frederickcountymd.gov).
- Parent and Child Education Series: Located at the Brunswick Library. This will be a series of sessions for increasing knowledge of Nurturing Lifestyles, Brain Development, Managing Child Emotions, and more. Starting on April 20, 2023, for 5 weeks on Thursdays at 11:15am.

### **Frederick News Post article highlighting the Family Connects newborn home visiting program:**

[https://www.fredericknewspost.com/news/health/hospitals\\_and\\_doctors/county-program-offers-at-home-care-to-newborns-parents/article\\_15c21eb7-ada2-5177-8589-e1d1e13aff8c.html](https://www.fredericknewspost.com/news/health/hospitals_and_doctors/county-program-offers-at-home-care-to-newborns-parents/article_15c21eb7-ada2-5177-8589-e1d1e13aff8c.html)

**Parent CRAFT** is a self-paced online video course that teaches parents, caregivers, and/or community members solution-focused, practical skills, and techniques needed to meet the risks of adolescent substance misuse. Highly engaging online video segments include structured suggestions for practicing skills that are not only applicable to families with substance-involved youth, but also relevant to anyone raising an adolescent. The Parent CRAFT course consists of five sections and parents are encouraged to complete the sections over a period of several weeks. Focus areas include effective communication, positive reinforcement, natural consequences, and strategies to support youth accepting treatment.

Adjourn – Motion from Barbara May seconded by Sister Martha Beaudoin. Unanimous. Adjourned at 3:37pm.

**Next meeting is on June 5, 2023, from 2:00pm to 4:00pm at the Dept. of Social Services**