



## FREDERICK COUNTY LOCAL MANAGEMENT BOARD (LMB) MINUTES

### In-person Meeting

December 4, 2023, 2pm to 4pm

#### LMB Members:

Frederick County Workforce Services– Latrice Lewis,  
Chair  
Frederick County Local Behavioral Health Authority –  
Jay Hessler, Vice Chair  
Frederick County Dept. of Social Services – Debbie  
Marini  
Private Citizen – Ralph Hertges  
Frederick County Health Department – Miriam  
Dobson  
Frederick County Public Library – James Kelly  
Andrea's House – Carleah Summers  
Frederick County Public Schools – Dana Falls  
Frederick County Family Partnership – Barbara May  
Frederick Community College – Shemica Sheppard  
Frederick County Department of Juvenile Services –  
William Keefer  
Frederick County Health Department – Steve Buckley  
Children of Incarcerated Parents Program – Pat  
Rosensteel

Frederick County Finance Department – Marie Berg  
Private Citizen – Toni Shindlecker  
Division of Family Services – Kelli Goetz  
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 – Pilar Olivo  
Office for Children and Families – Jennifer Barker-  
Frey

#### Community Members:

Student Homelessness Initiative Partnership (SHIP) –  
Melissa Muntz  
Housing Authority of the City of Frederick – Ann  
Ryan  
Housing Authority of the City of Frederick, Resident,  
and Student – Jessica Bransome  
Frederick Community College – Molly Carlson  
Frederick County Public Schools – Emily Tex

**Commence** – 2:06pm

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

**Approval of Minutes** – Minutes for September 25, 2023, were approved, by vote, with a motion from Ralph Hertges and seconded by Toni Shindlecker. Pat Rosensteel abstained. Unanimous.

**Community Action Planning Workgroups Report** – Shelly Toms. The three workgroups focusing on improving the indicators concentrated on Child Maltreatment, Family Economic Stability, and Youth Disconnection provided an overview of the work they focused on since the last LMB meeting. Each workgroup shared their recommendations and funding ranges that addressed prioritized potential solutions from the Community Plan based on their research and findings.

- Presentation: <https://www.frederickcountymd.gov/DocumentCenter/View/349151/All-Workgroup-Slide-Deck---Final>

#### Recommendations:

- **Child Maltreatment** - Continue funding the Building Resiliency for Families Impacted by Incarceration program but modify the program to include caregiver mentoring. Explore a new partnership with the Local Behavioral Health Authority (LBHA) to support providers and increase accessibility to services.
- **Family Economic Stability** - Continue funding Getting Ahead but modify the program to include case management, fund a pilot transportation initiative potentially through Ride United, advocate for transportation access through collaboration with Ride United/legislative liaison, and advocate for changes to eligibility for services through collaboration with the legislative liaison and LMB members.
- **Youth Disconnection** - Continue funding for the Building Opportunities for Success for Unaccompanied Homeless Youth program, provide funding for Family Partnership's GED component for youth aged 16-18, and fund a planning pilot for FCPS/FCC Career Pathway Program at Monroe Center.

- **Vote to Approve Community Plan Workgroup Recommendations.** The vote was approved unanimously, with a motion from Carleah Summers and seconded by Pat Rosensteel.

**Child Care Market Study Update** – Shelly Toms.

Presentation: [https://www.frederickcountymd.gov/DocumentCenter/View/349143/CCMS-LMB-update-12\\_4\\_23](https://www.frederickcountymd.gov/DocumentCenter/View/349143/CCMS-LMB-update-12_4_23)

- The last Virtual Community Input Session will be held Dec 6, 2023, from 8-9:15am to focus on businesses and employers. Additionally, two more in-person focus groups and a Community Input Session will be held to concentrate on immigrant families. For more information or to register please contact Shelly Toms or Pilar Olivo.

**Maryland Consortium on Coordinated Community Supports funding update** – Jay Hessler.

- **Spokes** – The request for proposals (RFP) for the “spokes” has closed and a total of 258 proposals were submitted to the Consortium. From all the proposals the total amount of funding requested was approximately \$380 million. The Consortium only has \$130 million available. The proposals ranged between \$37,000 – \$17.9 million. Frederick County requested the second most proposals with twenty-two. The Consortium plans to award proposals in late January 2024.
- **Hub** – The RFP application for the “Hub” is due Dec 13, 2023. Part of the application calls for the collaboration of the Local Management Board (LMB) and the local Hub applicant. The Local Behavioral Health Authority (LBHA) is applying to be the Hub for Frederick County and is requesting that the LMB considers being the Advisory Council for the Hub. Jay and Shelly discussed the role of the Advisory Council and how it fits with the function of the LMB.
  - **Vote to Approve the LMB in supporting the LBHA/Hub as an Advisory Council.** The vote was approved, with a motion from Pat Rosensteel and seconded by Debbie Marini. Jay Hessler abstained; all others were in favor.

**DEIB Update and Presentation** – Leshia Chandler provided an overview of the goals set by the DEIB workgroup.

1. Provide relevant DEIB focused book club opportunities to LMB members, staff, and vendors and vote to read either Just Action or another book starting in January 2024.
2. Provide relevant DEIB focused trainings by visiting the Mosaic Center at FCC, a trip to Rose Hill Manor, and other relevant places to learn about Frederick history. Host a community wide training by DBA Solutions for Implicit Bias with the DEIB’s budget.
3. Use an equity lens to create a vision statement for the LMB.
4. Explore and create a DEIB resource guide and glossary for the LMB that members and the community can access.

Presentation – DEIB: <https://www.frederickcountymd.gov/DocumentCenter/View/349141/Local-Management-Board-DEIB-Workgroup-Updates>

**Director Updates** – Shelly Toms. The Child’s Cabinet priorities will be staying the same for FY25. The Home Visiting grant application through Maryland State Department of Education (MSDE) for FY25 will remain non-competitive.

**Adjourn** – Motion from Barbara May seconded by Carleah Summers. Unanimous. Adjourned at 4:00pm.

**Next meeting is on January 22, 2024, from 2:00pm to 4:00pm at the Dept. of Social Services.**