

# Frederick

County, Maryland

## Local Management Board

### FREDERICK COUNTY LOCAL MANAGEMENT BOARD (LMB) MINUTES

In-person Meeting

January 22, 2024, 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  
Frederick County Public Schools – Dana Falls  
Frederick County Family Partnership – Barbara May  
Frederick County Health Department – Steve Buckley  
Children of Incarcerated Parents Partnership – Pat Rosensteel  
Frederick County Finance Department – Marie Berg

Private Citizen – Toni Shindlecker  
Community Engagement & Consultation Group Inc. – Anita Mwalui  
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  
CASA – Mental Health Association – Jennifer Fuss

Commence – 2:03pm

**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 Pat Rosensteel and seconded by Ralph Hertges. Unanimous.

#### Workgroups Report for NOFA – Shelly Toms, Leshia Chandler, and Pilar Olivo.

Presentation: [NOFA Proposals](#)

The State awarded the LMB the same allocation as FY24 for the FY25 Community Partnership Agreement in the amount of \$441,353. The application is due March 22, 2024. The following are the proposed funding amounts for programs and services based on the Community Plan to include in the NOFA.

- **Inclusive Behavioral Health - \$13,000**
  - The goal is to attract new and diverse workforce to Frederick County within the behavioral health field by providing stipends for graduate level social work student interns and fund the administrative cost associated with those interns at licensed and accredited treatment agencies.
- **Building Resilient Families - \$98,000**
  - Offers services to families with children who are currently or have been impacted by incarceration, substance use disorders, and/or the child welfare agency.
- **Getting Ahead - \$75,000**
  - Provides workshops and case management services to empower individuals impacted by poverty to build their resources to become more economically stable.
- **Transportation Accessibility Services – \$20,198**
  - This pilot strategy focuses on alleviating transportation barriers so participants within LMB funded programs can get to work, school, and other opportunities to help them become economically stable.
- **Improving Youth Outcomes - \$40,000**
  - Focuses on preventing youth aged 16 and 17 years old, who are on home school status, from becoming disconnected from education by providing GED instruction.
- **Career Mentorship Initiative - \$40,000**
  - This pilot strategy provides funding for a new part-time career mentoring position within the new collaborative workforce training program between Frederick County Public Schools and Frederick Community College.
- **New Horizons - \$107,000**

- Offers personalized counseling, case management, and service linkage for unaccompanied homeless youth aged 14-25 who are Frederick County public high school students and homeless youth not enrolled in school.
- **Vote to approve funding amounts for programs and services recommended by the workgroups.** The vote was approved unanimously, with a motion from Debbie Marini and seconded by Toni Shindlecker.

#### **Child Care Market Study Update – Pilar Olivo**

- Successfully provided three additional focus groups that were conducted to support more data about immigrant populations. Currently, the County GIS mapping and Public Policy Associates are working on providing a child care map of Frederick County that will help inform on the disparities and gaps in our community. The final Child Care Market report will be released at a press briefing from the County Executive on March 21, 2024.
  - Presentation: [CCMS LMB Update](#)

#### **Maryland Consortium on Coordinated Community Supports Update – Jay Hessler**

- Proposals for funding have been rated/graded. Please see link below for review committee recommendations.
  - Consortium Recommendations: [Recommendations](#)

#### **DEIB Update and Cultural Humility Training– Leshia Chandler**

- The first DEIB meeting of the year will be held on Tuesday January 23, 2024. The first field trip will be to Rose Hill Manor on February 9, 2024. The book club will resume February 9, 2024, from 1pm – 2:30pm.
- Leshia Chandler provided a training about Cultural Humility using shared and strength-based language.
  - Presentation: [Cultural Humility](#)

#### **LMB Bylaw Updates – Shelly Toms**

- There are a few revisions needed for the bylaws:
  1. Update Division name to “Family Services”
  2. Remove Finance Division and replace with Workforce Services
  3. Remove “Non-public members must be a bona fide resident & voter in Frederick County”. And change to living or working in the County.
  4. Include Frederick County Finance Division “shall provide fiscal advisory/support to the LMB”.
- **A Vote on Revisions will be conducted at the March 25, 2024 meeting.**

#### **Director Updates – Shelly Toms**

- The May LMB meeting date needs to change as it is Memorial Day. The board agreed, and a new invite will be sent out for LMB meeting date of May 20, 2024.
- Governor Moore Signs Executive Order Establishing the Governor’s Office for Children and Governor’s Office of Crime Prevention and Policy. [Executive Order](#)
- There will be a few LMB vacancies come June along with the need for a New Chair and Vice Chair. If you have any recommendations, please contact Shelly Toms.

**Adjourn** – Motion from Toni Shindlecker seconded by Pat Rosensteel. Unanimous. Adjourned at 4:00pm.

**Next meeting is on March 25, 2024, from 2:00pm to 4:00pm at the Dept. of Social Services.**