

CAC Executive Board Meeting Minutes
Thursday February 21, 2019 CSD Conference Room – 1:00 PM

Present: Monica Bearden-Frederick County Citizens Service Division, Robin Grove-CAC, Charlie Smith-Frederick County State’s Attorney’s Office, Patty McArdle-Friends of the CAC, Cindy Miller-Friends of the CAC and Arielle Bender-CAC

I. Welcome and Sign In

II. Approval of November’s Meeting Minutes

III. Interim CAC Director’s Comments

a. Highlights

i. Staffing Updates

- a. Monica Bearden expressed her thanks for the partners assisting with the Staff Interviews and Selections for both the Director and Family Advocate position.
- b. Robin Grove; the new Director of the CAC, was introduced to the Board during the meeting.
- c. The Board was made aware the new Family Advocate, Megan Hedges has been selected and will begin work on February 25, 2019.
- d. The Board was introduced to new Facility dog, Heiress, by her handler Kristen Dunn. Cindy Miller and Patty McArdle of the Friends of the CAC confirmed they will, as they did in the past for the previous facility dog, pay for the needs of the dog to include food, vet, grooming and other miscellaneous expenses.

ii. Transition Plan for the CAC Director

- a. The staff supervision will now be shifting from the interim Director to Robin Grove. Robin will receive structured supervision meeting with Monica Bearden every other week.
- b. Financial supervision will last for approximately 6 months which will cover the Grants and fiscal year that has already begun.
- c. Monica Bearden made a request to the partners to reach out to the new Director to help her with connections in the community and our Partners.

iii. Handle with Care

- a. Monica Bearden reported the program went live in January and has been met with great success. There have been 74 reports with 54 of them being enrolled in FCPS attending 24 schools across the county.

b. Director's Report

- i. The report was reviewed by the Board and Monica Bearden made a request for feedback on the information presented. The request was in order to find information that could be added or removed from the report to make it most effective.

IV. New Business

- a. There was a discussion about a contact that Monica Bearden had with the Community Foundation about the Child Advocacy Center's Account and how she would like the funds handled. She proposed to the Board for a vote to liquidate the account and to transfer all funds from the account to the Friends of the Child Advocacy Center. The vote will be done via email.
- b. Monica Bearden noted after observing MDT meetings, during her time as Interim Director, that at times there is room for improvement in attendees' interactions with each other as well as time management of the meeting.
- c. The Local Health Improvement plan has brought ACEs (Adverse Childhood Experiences) to the forefront to focus on how to improve the overall health and wellbeing of the population. There is also a possibility for additional funding for our ACEs program through The Office of Children & Families via the GOCCP (Governor's Office of Crime Control and Prevention).
- d. There will be a Luncheon to welcome the new CAC Staff on February 26, 2019 at noon, provided by the Friends of the CAC.
- e. Patty McArdle of the Friends of the CAC and Arielle Bender of the CAC provided information regarding April activities to include the annual Basketball Tournament organized by Cpl. Prior of the Frederick City Police Department to be held on April 13th from 10 am to 3 pm, location will to be determined.

Next meeting May 16, 2019 at 1:00 pm