

FREDERICK COUNTY LOCAL MANAGEMENT BOARD MINUTES

Virtual Meeting

Frederick, MD 21701

September 28, 2020

Present:

FC Dept. of Juvenile Services – William Keefer
FC Dept. of Social Services – Debbie Marini, **Vice Chair**
FC Dept. of Social Services – Kim Smith
FC Office for Children & Families – Shelly Toms
Family Partnership – Barbara May
FC Citizens Services Division – Christine Cambareri Kay
FC Citizens Services Division – Leslie Barnes-Keating
FC Finance Department – Marie Berg
FC Health Department – Steve Buckley
FC Health Department – Miriam Dobson, **Chair**
FC Human Relations – Miles Ward
Community Engagement & Consultation Group Inc. – Dr. Anita Mwalui

FC Local Behavioral Health Authority – Jay Hessler
Private Citizen, Ralph Hertges
Head Start (YMCA) – Stacy Wantz
United Way – Kenneth Oldham
Seton Center – Sister Martha Beaudoin
Housing Authority of the City of Frederick – Ann Ryan
Safe Babies Court (Zero To Three), Jessica Lertora
FC Workforce Services – Latrice Lewis
NCI at Frederick – Marsha Nelson-Duncan
FC Office for Children & Families – Brooke Sims
FC Office for Children & Families – Jennifer Barker-Frey
FC Office for Children & Families – Sarah Ford
ClearImpact – Karen Finn

- I. Introductions – The meeting was called to order by Miriam Dobson and Shelly Toms started introductions of attendees.
- II. Approval of Minutes – The minutes were approved, by vote, with a motion from Debbie Marini and seconded by Latrice Lewis. Unanimous.
- III. Welcome New Chair and Vice Chair – New Chair: Miriam Dobson is the Director of the Community Health Services Division. New Vice Chair: Debbie Marini is the Director of the Frederick County Department of Social Services. They both thanked everyone and are excited to be more involved with the LMB.
- IV. Bylaw Changes – Shelly Toms reviewed the changes with the board that are needed for the LMB Bylaws. Changes are provided below in yellow highlight:

3. The following public agencies should designate a senior representative or department head to serve on the LMB:

Department of Juvenile Services
Department of Social Services
Family Partnership
Frederick City Police
Frederick County Citizens Services Division
Frederick County Department of Human Relations
Frederick County Finance Division

Frederick County Health Department
Frederick County Public Schools
Local Behavioral Health Authority

6. Non-public agency members must be a bona fide resident of and a registered voter in Frederick County.

8. Non-public agency members are appointed for a term of three years. Each non-public agency member is eligible to serve two full consecutive terms.

- a. A person appointed to fill a vacancy serves the balance of the unexpired term.
- b. Any member may resign at any time by giving written notice of the member's resignation to the County Executive.
- c. The County Executive may remove a member at any time.
- d. A member who has served two full consecutive terms must wait a full year before they can be considered for membership again.

- a. Shelly and Sarah will discuss with Joyce Grossnickle from the CE's office for board guidelines and if the changes are acceptable.
- b. For full Bylaws link here:
https://drive.google.com/file/d/1KcTGgAEErCOZeJlRfckRvHY8LJ9VtG_/view?usp=sharing

V. New Memberships – The CE's Office advertised for the three vacancies. That advertisement is now closed and we received a few applicants. The next step is to interview each person, have the LMB vote, and then take the names to the County Council for recommendation.

VI. FY20 Program Review – Jennifer Barker-Frey presented the FY20 Program Performance to the board.
a. Link here: <https://drive.google.com/file/d/18aF2z2xtpNwOsC-ZrCxYWAvgZwcOeX3fh/view?usp=sharing>

VII. ClearImpact – Karen Finn presented the Strategic Planning and Community Plan process part 2. Karen went over the planning process for part 1 and then explained the next steps in the process.
a. Link Here:
<https://drive.google.com/file/d/1YgKnD5naeoRsPWZfPrNgQKx7OBUH6baP/view?usp=sharing>
b. Volunteers were asked to be part of a small workgroup to narrow down the priorities that the LMB would most like to focus on. Volunteers: Debbie Marini, Sister Martha Beaudoin, Latrice Lewis, Stacy Wantz, Anita Mwalui, Barbara May, and staff from OCF and CSD.
c. Doodle poll to be send out my Sarah to schedule meetings for October and November

VIII. Adjourn at 3:22pm