



FREDERICK COUNTY LOCAL MANAGEMENT BOARD MINUTES

In-Person Meeting – Located at the Department of Social Services

September 26, 2022 2pm to 4pm

1. FC Health Department – Miriam Dobson, Chair
2. FC Dept. of Social Services – Debbie Marini, Vice-Chair
3. FC Citizens Services Division – Leslie Barnes-Keating
4. FC Office for Children & Families – Shelly Toms
5. FC Office for Children & Families – Sarah Ford
6. FC Office for Children & Families – Leshia Chandler
7. Family Partnership – Barbara May
8. FC Local Behavioral Health Authority – Jay Hessler
9. Private Citizen – Ralph Hertges
10. FC Workforce Services– Latrice Lewis
11. Frederick City Police Dept – Jason Lando
12. FC Dept. Juvenile Services – William Keefer
13. Asian American Center of Frederick – Toni Shindlecker
14. SHIP of FC – Monica Johnson
15. Community Engagement & Consultation Group Inc. – Anita Mwalui
16. Seton Center – Sister Martha Beaudoin
17. FC Developmental Center – Steve Buckley
18. Children of Incarcerated Parents Partnership (COIPP) – Pat Rosensteel

- **Commence** – 2:04pm
- **Introductions** – Miriam Dobson called the meeting to order, and Debbie Marini started introductions of attendees.
- **Approval of Minutes** – The minutes for 7.25.22 and 8.18.22 were approved, by vote, with a motion from Barbara May and seconded by Sister Martha Beaudoin. Unanimous.
- **Strategy Workgroup Update** – Leshia Chandler led the group through an overview of the strategy for Mental Health Services that will use the FY23 supplemental State funds of \$32,644 and \$5,356 of County contributions for a total of \$38,000. After research and development of the proposed strategy from the original workgroup, it was determined that Frederick County Public Schools (FCPS) and the LMB would work together on an anti-bully bus pilot program. This would include training for over 300 bus drivers, bus assistants (already assigned to special education buses), and FCPS personnel that would be ride along monitors, known as “Kindness Ambassadors”, for certain bus routes. Target population would be middle schoolers. Kindness Ambassadors would be trained on how to intervene if an incident occurred on the bus and would also fill out a form after an incident and report it to a guidance counselor so they could provide follow up after a situation on a bus.
 - Performance Measures to be included for the State:
 - # Of bus drivers, bus assistants (already assigned to special education buses), and Kindness Ambassadors trained
 - # Of children riding the buses with a Kindness Ambassador assigned
 - # Of child follow up requests made by the Kindness Ambassadors to school personnel following an incident on the bus.

- **Vote: New Members** – Debbie Marini introduced the two members that the Chair, Vice Chair, and OCF Director interviewed for the LMB membership vacancies. Toni Shindlecker from the Asian American Center of Frederick and Shemica Sheppard from Frederick Community College. A vote for the new members was recommended by the board with a motion from Pat Rosensteel and seconded by Jason Lando. Unanimous.
- **Vote: New Chair & Vice Chair** – Shelly Toms discussed nominations for the Chair and Vice Chair positions. A vote for the new Chair as Latrice Lewis and Vice Chair as Jay Hessler was recommended by the board with a motion from Barbara May and seconded by Ralph Hertges. Unanimous.
- **Community Plan Discussion** – Shelly Toms went over the community planning process by explaining the different tasks that will need volunteers and assistance:
 - Implementation Team, Review of Existing Needs Assessments, Community Survey, Result and Indicator Prioritization, and Community Convenings (Turn the Curve Activities).
 - Presentation Link:
<https://www.frederickcountymd.gov/DocumentCenter/View/340386/Community-Plan-Workplan>
 - Please email Shelly or Sarah if you are willing to volunteer for any of the tasks.
- **Vote: Rescheduling November Meeting** – Due to how the November meeting falls in the month and the work of the community plan, Shelly Toms proposed changing the meeting date to December 12, 2022 from 2pm to 4pm. Sister Martha Beaudoin motioned for this proposal and was seconded by Latrice Lewis. Unanimous.
- **State Update: New Measures & Award Letter** – Shelly Toms discussed the State has issued the Award Letter for the additional funding for FY23 along with new requirements for performance measures for the Community Partnership Agreement. With these updated requirements OCF must gather additional narratives for board support and community support.
- **DEI Update** – Latrice Lewis shared the DEI workgroup met and discussed ways that the LMB, staff, vendors, and/or community members may increase knowledge in diversity, equity, and inclusion. Some suggestions include:
 - Frederick Walking Tour – through African American Resources Cultural and Heritage Society
 - Training through Equity in the Center – Awake to Woke to Work – Building a Race Equity Culture
 - Understanding Implicit Bias training provided by DBA Training Solutions, which Jason Lando is part of this training team.
 - Review disaggregated data within the County to further understand the inequity issues.
- **OCF Director Updates** – Shelly Toms.
 - ARPA Childcare Market Study Project – Awarded \$300,000 for the study and \$500,000 to implement findings/recommendations from the study. The advisory workgroup is currently

working on drafting the scope of work and OCF is working with procurement to start a Request for Proposals (RFP) process.

- Experienced Volunteer Requested – The Child Care Market Study advisory workgroup for the ARPA Grant is looking for an expert in mixed methods of survey and evaluation research to assist with the RFP process. This expert would assist the group with drafting the scope of work, reviewing applications, and selecting a consultant who will do the Child Care Market Study.
- Clear Impact Trainings – As part of the new measures from the State, LMB members are encouraged to have an introduction training in Results Accountability (RA) provided by a trained RA trainer within the last 3 years. It is also encouraged that members complete a Results-Based Accountability (RBA) certification. Please email Sarah if you have completed a RA training or received RBA certification within the last 3 years.
- Predict Align Prevent (PAP) – After further review with the State Dept. of Human Services data analytics team, community partners, and the capacity in agencies to support a robust implementation, it was decided to not pursue the PAP model at this time. However, community partners will continue to look for holistic approaches to prevent child maltreatment.
- **Community Updates**
 - Toni Shindlecker – The Frederick County Health Fair will be on October 15, 2022 from 10:00am to 3:30pm located at Frederick High School: 650 Carroll Pkwy, Frederick, MD 21701. Admission is free. Register Here: <https://referral.sharedvillage.com/program/143/referral.php>
 - Barbara May – Family Partnership is having their open house on October 13, 2022 from 5pm to 7pm and October 14, 2022 from 11am to 1pm. For more information, please contact Barbara.
- **Adjourn** – Motion from Jason Lando seconded by Ralph Hertges. Unanimous. Adjourned at 3:32pm.

**Next meeting is on December 12, 2022 from 2:00pm to 4:00pm
In-Person at the Department of Social Services
1888 N Market St, Frederick, MD 21701**