

FREDERICK COUNTY LOCAL MANAGEMENT BOARD

Meeting Minutes

February 8, 2016

2:00 – 4:00

Public Safety Training Facility

Present: Shannon Aleshire, Monica Grant, Marsha Duncan, Chief Edward Hargis, Kathleen Hartsock, Bill Keefer, Joshua Pedersen, Shelly Toms, Miles Ward, Jenifer Winkler, Jennifer Barker-Frey, Pat Fleet, Claudia Weakland and David Brewster.

1. The meeting was called to order by Chair Shelly Toms at 2:00pm.
 - a. A motion was made by Miles Ward and seconded by Marsha Duncan to approve the September, October and December minutes as presented. The vote to accept was unanimous.
2. A follow up letter was sent to the Boys & Girls Club restating the position of the board. Jenifer Winkler brought up that the Way Station is using a new training that could be beneficial to the Boys & Girls Club she will pass the information on to Jennifer Barker-Frey to share with the Boys & Girls Club.
3. Miles Ward reported that the proposals for the needs assessment will be reviewed this month and a decision should be made hopefully by the end of February. There were 9 submissions. Nothing has been decided about the grant writer yet. Pat Rosensteel will report on that at the next meeting
4. Pat Fleet reported that she and Jennifer Barker-Frey attended the LMB Director's meeting. At the meeting the group discussed the NOFA and questions that everyone intended to ask. They also attended the GOC Directors Meeting. It was devoted to a Grant Writing Workshop presented by the Office of Grants Management.
5. The NOFA was sent to all Board Members and they were asked to review it and if they had any questions to get them to Pat Fleet by Wednesday so they could be submitted to GOC.
6. The LMB members broke out into subcommittees to brainstorm the current programs and what they bring to the community. The groups returned to the meeting and presented their findings with everyone. Pat will compile all of the data and send it out to the LMB members for additions or corrections. Summaries of the findings are attached to these minutes.
7. It was agreed that all future LMB meetings will be held at the Mental Health Association. The next meeting will be February 22, 2016 from 2:00 - 4:00pm.

The Meeting was adjourned at 4:10pm by Shelly Toms