

## FREDERICK COUNTY LOCAL MANAGEMENT BOARD

December 19, 2016

8:30 am

### MINUTES

Present: Shannon Aleshire - Mental Health Association, Barbara Brookmyer – Frederick County Health Department, Linda Yale – Developmental Disabilities Administration, Ralph Hertges – Private Citizen, Shelly Toms – Family Partnership, Stacy Wantz – YMCA Head Start, Miles Ward – Frederick County Human Relations Department, Wayne Horrell – Private Citizen, Jennifer Kirkman – Way Station, Jet Reid – Frederick County Public Schools, Pamula Mills – Frederick County Developmental Center, Monica Grant – Citizens Services Division, Pat Rosensteel – Consultant, Leslie Barnes – Office for Children and Families, Lindsey Bernier – Mental Health Management Agency, Jennifer Barker-Frey – Office for Children and Families, Marsha Duncan – Fort Detrick, Missi Stouffer – Citizens Services Division.

- I. Welcome and Introductions: Pat Rosensteel welcomed everyone to the meeting and everyone introduced themselves.
- II. Goal and Process: Pat Rosensteel informed the attendees that the purpose of the meeting was to review the four programs that are currently funded by the Governor’s Office for Children (through the Office for Children and Families) to determine the alignment with GOC’s FY 18 required strategic goals.
- III. GOC Strategic Areas & Local Priorities: Information was provided to all attendees to review and discuss the four priority areas – Impact of Parental Incarceration on Children & Families, Outcomes for Disconnected Youth, Reduce Childhood Hunger and Reduce Youth Homelessness. Leslie Barnes provided additional information about each area and responded to questions asked by attendees.

Attendees were subdivided into four “break-out groups” (one per currently funded program) to review data, discuss the program’s alignment with GOC’s strategic goals and complete a Results Based Accountability (RBA) matrix and present their findings.

- IV. Needs Assessment Summary: The “OCF Needs Assessment Summary Highlights” was distributed to each attendee to review and utilize during the break-out session.
- V. Assessment of Currently Funded Programs: Leslie Barnes informed the attendees as to the funding status of the JEDI program, After School program, Systems Navigation and 2-1-1. She discussed where the funding comes from and the impact that reduced funding would have on the programs.
- VI. How Could These Program’s Meet GOC’s Priorities: This was discussed during the break-out session and one member from each group provided a summary of findings. Additional comments & questions were presented:

### **2-1-1 Services**

- Quantitative data needs more scrutiny.
- Do callers identify their calling area?
- Is State 2-1-1 still operational? Do other jurisdictions pay? Request Josh to provide 2-1-1 information at a meeting.
- Can the intake forms be modified to obtain additional data to meet GOC's strategic goals?

### **JEDI**

- What is the wait time between referral and beginning services?
- If unsuccessful what is the next step? Can they do the program again or does it automatically revert back to DJS?
- Can the following information be required at intake:
  - One or more parents incarcerated
  - Status of living arrangements
  - Working or in school
  - Age
- How long are youth tracked following program completion to ensure success?
- Can the intake forms be modified to obtain additional data to meet GOC's strategic goals?

### **Systems Navigation**

- Explanation as to how the numbers are obtained and percentages determined.
- Can the intake forms be modified to obtain additional data to meet GOC's strategic goals?

### **After School Program**

- What is the staff turn-over rate? Reason for turn-over?
- Why are referral numbers so low? Is this a referral based program?
- What do the numbers mean?

VII. What Other Local Programs Could Meet GOC's Priorities: This item was postponed to the January 10<sup>th</sup>, 2017 meeting.

VIII. Further Discussion: General discussion addressed concerns about reduced funding of programs and its impact, possibility of acquiring grants for programs, modification of intake forms/follow-up forms to gain necessary data. Pat Rosensteel advised that a Community Partners survey was emailed out to gather additional data and determine which other services are currently operating in each priority area.

IX. The meeting was adjourned by Pat Rosensteel at 12:30pm.

The next meeting will be held on January 10, 2017