

**Queen Anne's County**  
**Community Partnerships for Children and Families**  
**Board Minutes**  
**February 18, 2015**

Approved: March 18, 2015

Those present for the Community Partnerships for Children and Families Board meeting:

**Members Present:**

Cassidy Bosley, Student Member	Holly Ireland, Mid Shore Mental Health Systems
Cindy Chirumbole, Community Member	Brian Smith, Sheriff's Office
Cathy Dougherty, Department of Social Services	Paul Stearns, Community Member
Brad Engel, Q.A. Co. Board of Education	Mary Ann Thompson, Q.A. Co. Department of Health
Janice Feeley, Community Member	Mary Walker, Community Member
Lee Franklin, Community Member	Jamie Williams, Community Member
Joe Grabis, Q.A. Co. Dept. of Juvenile Services	Suzy Wishard, Community Member
Wayne Humphries, Community Member	

**Administrative Staff:**

Cindi Boone, Administrative Assistant	Michael R. Clark, Director
Jacki Carter, Character Counts!	Jennifer Stansbury, Operations Specialist

**Member Regrets:**

Dr. Carol Amoia, Community Member*	Myron Richardson, Community Member
Peg Anawalt, Chesapeake College*	Janet Sankar, Community Member
Joan Brooks, Q.A. Co. Recreation	Steve Scott, Dept. of Aging/Transportation
Pastor Mark Farnell, Community Member	Anne Van Benschoten, Community Member
Margie Houck, Q.A. Co. Commissioners*	

**Guest:**

Shelly Edwards, Healthy Families  
Katie Hearn, BMRP Achievement Mentoring  
Heidi Rochon, Family Navigators

*\* Board member gave their proxy to another board member for this meeting.*

**I. WELCOME, CALL TO ORDER & INTRODUCTIONS:**

Wayne Humphries, Board President, called the meeting to order and welcomed the new student board member, Cassidy Bosley. Introductions were made around the room.

**II. REPORTS:**

**A. Executive Committee**

The Executive Committee met on February 9, 2015 to review the agenda for the February meeting. No actions were taken by the committee that required ratification from the full board.

**B. Secretary**

Cathy Dougherty, Board Secretary, presented the minutes for the January 2015 board meeting.

**Action:**

Janice Feeley moved to approve the January 2015 minutes as written. Cindy Chirumbole provided a second. All present voted in favor with no abstentions and the motion was carried.

**C. Treasurer**

In the Treasurer's absence, Wayne Humphries, Board President, presented the treasurer's reports for January 2015.

**D. Director's Report**

Mike Clark gave an overview of the director's report that was included in the members' packets. At the request of the Executive Committee Mr. Clark gave a short overview of RBA so that board members could reacquaint themselves to this philosophy. The LMB utilizes the model to oversee all of the programs they. Results Based Accountability also known as "Outcomes Based Accountability." He also updated the board members on the following items:

- **Follow – Up To Rural Cares Discussion from last meeting:**

In response to the discussion that was held at the January LMB meeting regarding the proposal from Rural Cares to administer funds: Mr. Clark sent the following to their Director, Candy Edwards: *"In regards to the generous request of the Rural Cares board, it took longer for us to decide on it than I originally thought. Based on the board's request, we had to do a thorough organization/staff capacity review to see what we thought we could handle in order to do a good job with it. We were fearful that we might "bite off more than we could chew." Therefore the following proposal was developed and then voted on and approved by the board with an electronic vote. The Queen Anne's County greatly appreciates the proposal made to us from the Rural CARES governance board on January 14, 2015. We do not feel that we have the capacity to implement the entire request well with our current resources. However, we are willing to oversee and implement the following components through a contract with Talbot County government:*

- *\$12,000 to support initial Open Table licensing fees and marketing across the Eastern Shore. This could be completed through a contract with OT for specific work to be done in this area, or Trainings and licensing could be individualized.*
- *\$37,000 - \$3,000 to support Shore trainings and \$34,000 in mini grants to support strategies for expansion of child-serving agency recruitment and training of public and private foster home resource providers, with clear and specific emphasis on Out of Home Respite for youth with a serious emotional disturbance and who are at risk of group home or residential center care. Provided in the community via a RFP and selection process for mini grants.*

*With this proposal we would also request a 6% fee (\$2,940) for administering these components which we would like to use to make special one-time only grants based on their particular needs to children and families at risk and identified through our Local Care Team under a program known to the Queen Anne's County Local Management Board as the "Rainy Day Funds." Please let us know if this response is agreeable. Thank you again for your confidence in the Queen Anne's County Local Management Board. I understand if this proposal was an "all or nothing deal" and will not have any hard feelings if you decline our request. We just wanted to make sure we could do a good job. Thanks again for thinking of the Queen Anne's County LMB and let me know if the above proposal is agreeable to your board.*

Ultimately, Rural Cares chose to use Kent County LMB to administer these funds.

- **Meeting with Commissioner Buckey**

A request has been sent out to all of the Commissioners and only two have responded so far: Commissioner Buckey and Commissioner Moran. We have not had the meeting with Commissioner Moran yet but have met with Commissioner Buckey. He was very receptive in the meeting and voiced support for many child and family initiatives. After he learned the purpose of the LMB to build program capacity, make sure programs are working well together and are well integrated, avoiding duplication, are being cost effective and showing strong results he became very supportive of our work. He also directed Mike Clark to request \$250,000 in the County budget for the LMB's Out of School Time initiative. Thus the LMB would be able to ensure that funding is directed toward after school programs in an integrated, efficient and effective way. More updates will be forthcoming as we schedule more meetings.

Mr. Clark is planning to stop by our Legislators' offices to drop off information about the LMB to each of them this Friday.

- **Children's Council Proposal**

Jacki Carter in her role as Chair of the Children's Council talked about the Children's Council interest in partnering with the LMB to develop a "Kids Who Care Award" similar to what is currently happening in Kent County. If this is approved and is effective, it could become a yearly opportunity to provide 3-5 successful student applicants with awards of \$1,000 or less to take on a charitable project in the community. The information from Kent County LMB was included in the member's packets. Jamie Williams, Lee Franklin, and Suzy Wishard expressed interest in being on a committee for this project; Jacki will take this information to the next Children's Council meeting in March 2015.

**Action:**

Joe Grabis made the motion to accept the proposal to fund \$1000 as a one-time only request from the Earned Reinvestment funds to match funds for the Children's Council Project. All present voted in favor with no abstentions and the motion was carried.

### **III. LMB PROGRAM PROVIDER REVIEW**

The following list of programs are funded through the Local Management Board. It is important to make sure our funded programs are operating correctly and have a positive effect on their customers. The programs are monitored by reports (financial and programmatic), contracts are developed, and site visits are conducted. Last fiscal year board members agreed to have two set meeting months a year, September and February, in which LMB members can receive updates on the programs funded by the LMB. Jennifer Stansbury asked the programs to give an oral overview for the board that would answer three of the accountability questions as listed through The Results Accountability framework.

1. How well is your program doing according to the measures set forth in the Performance Matrix?

2. If your program is not meeting its goals at this time, please give a brief explanation as to why you think it is.
3. How can the LMB help you in meeting your goals?

The reports provided by the programs listed below were reviewed at the meeting.

- BMRP – Achievement Mentoring, Katie Hearn
- Character Counts Q.A., Jacki Carter
- CC! community Mentoring, Jacki Carter
- Family Navigators, Heidi Rochon
- Healthy Families Q.A/Talbot/Kent Co., Shelly Edwards

Each presenter provided documentation to complement their presentation. For those providers who were unable to participate in the presentation just presented documentation.

#### **IV. Announcements & Adjourn**

- Next LMB Board Meeting: March 18, 2015 at the Board of Education.
- Strengthening Families Training 3/30 – 3/31/2015 at Chesapeake College for information call 1-866-722-4577.
- Q.A.Co. Department of Social Services Board is having a Blanket Drive, Drop off new or gently used blankets at DSS on Comet Dr.
- The Child Advocacy Center will be relocating. Location TBD