

**Queen Anne's County
Community Partnerships for Children and Families
Board Minutes
September 21, 2016**

Approved: October 19, 2016

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

Members Present:

Karla Altamirano, Community Member

Lee Franklin, Community Member

Joan Brooks, Q.A. Co. Recreation

Holly Ireland, Mid Shore Mental Health Systems

Jacki Carter, Community Member

Michelle Johnson, Community Member

Cindy Chirumbole, Community Member

Carrie O'Connor, Community Member

Eric Daniels, Community Member

Mark Meil, Q.A. Co. Sheriff

Brad Engel, Q.A. Co. Board of Education

Suzy Spiering, Department of Social Services

Joe Grabis, QA. Co. Dept. of Juvenile Services

Mary Ann Thompson, Q.A. Co. Department of Health

Kelsey Graef, Q.A.Co. High School Student Member

Mary Walker, Community Member

Pastor Mark Farnell, Community Member

Jamie Williams, Community Member

Administrative Staff:

Cindi Boone, Administrative Assistant

Michael R. Clark, Director

Elaine Butler, Character Counts Coordinator

Jennifer Stansbury, Operations Specialist

Member Regrets:

Peg Anawalt, Chesapeake College

Vincent Radosta, Community Member

Janice Feeley, Community Member

Anne Van Benschoten, Community Member

Margie Houck, County Commissioners

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

I. WELCOME, CALL TO ORDER & INTRODUCTIONS:

Joe Grabis, Board President, welcomed everyone, introduced the new board members, and introductions were made around the room. The meeting was called to order at 11:30a.m.

II. LMB UPDATES & REPORTS:

a. Executive Committee

The Executive Committee met twice over the summer to receive updates on projects that the LMB has been working on. They also approved the Agenda for the September 2016 board meeting. Mr. Grabis, LMB President, directed the staff to limit the amount of paper used for the board meetings; therefore the staff is making efforts to provide documents to members who want them in electronic form. Members who still prefer paper copies will be given the packets at the board meeting. Board member preferences were based on the online survey provided by Cindi Boone over the summer.

In the absence of the full LMB board, the Bylaws grant the Executive Committee the authority to make decisions on behalf of the board. However the decisions made then require full board ratification at the next full board meeting. Since the board did not have a quorum at the June 15, 2016 meeting the Executive Committee approved the actions as suggested by the LMB members who were present. These decisions were recorded in regular minutes form the same as any other LMB meeting. However, they require full board ratification at the September 2016 board meeting.

***ACTION:**

Holly Ireland made the motion to ratify the approval of the May Minutes and June 2016 board meeting minutes as written. Jacki Carter provided a second all present voted in favor with no abstentions and the motion was carried.

The Executive committee also approved the recommendations made by the Out of School Time Committee. The total amount of County funds available for Out of School Time activities is \$200,000 with \$100,000 dedicated to the Partnering for Youth Program. The additional \$100,000 is awarded through the grant process. This year four applicants requested funding and three applications were funded. They are: Alpha BEST - \$22,680, Queen Annes' County Recreation Dept. - \$12,000 and Partnering for Youth who received an additional \$65,320. Funds will be released throughout the fiscal year.

***ACTION**

Holly Ireland made the motion to ratify the approval made by the Executive Committee to accept the Out of School Time Committee's funding recommendations. Cindy Chirumbole provided a second all present voted in favor with one (Joan Brooks, Director of the Queen Anne's Co. Recreation Department) abstention and the motion was carried.

b. Secretary

Mary Ann Thompson, Board Vice President/Secretary, presented the minutes for the June 2016 board meeting.

****Action:**

Cindy Chirumbole moved to approve the June 2016 minutes as written. Holly Ireland provided a second. All present voted in favor with no abstentions and the motion was carried.

c. Treasurer

In Peg Anawalt's absence, Joe Grabis, Board President presented the treasurers reports for the months of June, July and August 2016. The Annual report will be presented at the October 2016 board meeting.

d. Director's Report

Mike Clark welcomed the new board members to the first meeting of the 2017 LMB board session. Mike explained the process of the director's report and reviewed some of the changes he made to the report this year. Every member received a copy of the report before the meeting.

III.

Reports from the LMB's Outreach Committees

Minutes included in members packets

a. **Anti-Bullying Committee**

- Jacki Carter updated the board on the activities the Anti-Bullying committee is working on. The committee is currently working on Unity Day which is scheduled for October 5, 2016. Also the committee has decided to alter the meeting schedule; the meetings will be monthly September through June on an alternating second day of the month in order to accommodate more member attendance. Unity Day subcommittee will meet weekly as needed July through September/October (depending on Unity Day date).

b. **Backpack/Open Table Committee**

- Lee Franklin reported that the committee is in the process of allocating funds to the churches that are participating in the backpack program along with Annette DiMaggio.
- Lee Franklin would like to step down as the chair of the Open Table committee.

c. **Character Counts! Advisory Committee**

- Elaine Butler reviewed the results of the coach/teacher survey with the board. Ms. Butler has been working diligently over the summer months to recruit new coaches and businesses of character, meeting with school officials regarding the program and checking on character counts signage in the schools. Schools agree to put information on coaching in their upcoming newsletters.

d. **Mentor Committee (CommUNITY)**

- Elaine Butler reported that she is recruiting new mentors. The program has had some very successful matches. The program also received funding from the Bryan Brother for Activities in which one Mentor has already made use of.

e. **Children's Council**

- Jacki Carter updated the board on the Children's Council. The Council thanked the LMB for providing space for a filing cabinet at the community services office. Ms. Carter announced that the Children's Council will now be a separate entity from our non-profit Advocates for Youth which holds smaller funds for non-profits which are not feasible for Chesapeake Charities where \$5000 is the lowest amount to open an account. The By-laws have been re-written for Advocates for Youth and the rewriting of the Council's By-laws are pending as the two boards are separate.
- The Council will participate in the Centreville Day held on October 29, 2016. The Holiday Party will be held on December 14, 2016 at the Kramer Center.

f. **Cultural Proficiency Committee**

- Minutes provided in the member packets. Mary Walker also noted that the Committee is working to pull together another "Sunday Supper." So far the committee has had two successful "Sunday Suppers". The community is becoming very engaged in this concept.

g. **Drug Free Communities**

- Minutes were provided in member's packet.

h. **Membership Committee**

- No Report this month.

i. **Needs Assessment/Strategic Planning Committee**

- Tabled for later in the meeting

j. Out of School Time Sustainability Committee (OOST)

- Mike Clark reported that the OOST meetings will take place every other month with Amy Cummins.

k. Partnership for Suicide Prevention

- Holly Ireland reported that the Committee met today. The Out of the Darkness Walk took place on September 17, 2016. This year the walk had 148 people registered and out of that 127 people walked. So far the walk has earned \$17,000; the goal is \$30,000 and donations can be made through December 2016. Next year the walk is scheduled for Saturday, September 2. Ms. Ireland talked about the new Suicide Prevention Smart Phone App. The Youth Mental Health 1st Aide training is on October 28, 2016, and the Queen Anne's County Board of Education is on board with this training. They would like to have all teachers as well as personnel trained.

IV. Update on the Local Management Board Strategic Plan and Needs Assessment

- Linda Walls, Consultant for this project gave the board an overview of the final document that will be presented to the Queen Anne's County Commissioners on September 27, 2016 at 7:50 p.m. All board members are welcome to attend.

V. Announcements & Adjourn

- Next LMB Meeting: October 19, 2016
- LMB Presentation to Queen Anne's County Commissioners – Strategic Plan/Needs Assessment September 27, 2016 at 7:50 p.m.