

Worcester County's Initiative to Preserve Families

Minutes of the Board of Directors Meeting
Friday, August 10, 2007
8:30 a.m.
Board of Education Meeting Room



Attendance:

Pete Buesgens	Worcester County Department of Social Services, Director
Mark Frostrom	LMB Citizen Representative – District 1
Deborah Goeller	Worcester County Health Department, Health Supervisor
Edward S. Lee	Worcester County Branch NAACP, President
Edward Montgomery	LMB Citizen Representative – District 7
Marty Pusey	Worcester County Health Department, Director of Prevention
Virgil Shockley	Worcester County Commissioner
Ira Shockley	LMB Citizen Representative – District 2
Robin Travers	Worcester County Core Service Agency, Director
Nicole Selby	Department of Juvenile Services (designee for Sheila Warner)

Guests:

Claudia Nagle	Diakonia, Executive Director; LMB Homelessness Committee Chair
Herman Franklin	Healthy Worcester Citizens
Alexandra Hall	Healthy Worcester Citizens
Leigh Sandifer	Agape Project
Cheryl Torpey	Jack Burbage Foundation

Staff:

Jen Baumann	Resource Coordinator
Dena Bowden	Office Assistant
Linda Franklin	Program Coordinator
Mike Dyer	Executive Director

Item 1 Call to Order

A regular meeting of the Board of Directors was held on Friday, August 10, 2007 at the Board of Education meeting room in Newark, Maryland. The LMB Chair presided over the meeting. A quorum being present, the meeting was called to order at 8:46 a.m. by Mr. Buesgens.

Mr. Buesgens introduced the new LMB Executive Director, Mike Dyer. Mr. Dyer gave a brief introduction, which includes a Bachelors Degree in Business, Maters Degree in Social Work, Licensed CPA, Licensed Graduate Social Worker, Finance Director of the Center City Consortium in Washington DC, and recently the Associate Director of the Epilepsy Association of the Eastern Shore.

Item 2 Review and approval of agenda

Mr. Lee requested meeting attendance and meeting governance be added to the agenda. He also requested that under the Committee Report section item (g.) cultural comp development to add chair and co-chair. Mr. Buesgens stated the requested agenda items be added to the next Executive Committee agenda and the chair/co chair would be addressed during the Executive Committee report.

Mr. Buesgens requested review and approval of the August 10, 2007 meeting agenda.

A motion was made by Mr. Lee to approve the August 10, 2007 agenda, seconded by Ms. Goeller, Unanimous.

Item 3 Review and approval of minutes

Mr. Buesgens requested review and approval of the June 8, 2007 meeting minutes.

A motion was made by Mr. Montgomery to approve the June 8, 2007 minutes as submitted, seconded by Mr. Lee, Unanimous.

Item 4 Guest/Reports

Dr. Franklin represents the Worcester Healthy Citizens. The goal of the committee is to assist citizens who are entitled to medical services but can not get them because of several reasons, such as education, life style, or inability to negotiate through the maze in health services. The Mission Statement, Goals and Objectives handouts were distributed. The Community Compass has been an asset to the community and the committee would like to reproduce it in a different format, such as deleting the calendar portion to allow the resource information be used year after year. Ms. Goeller suggested contacting the Community Service Centers, to see if they would consider funding the resource directory with the funds they just received from the LMB CPA funds. Ms. Pusey stated the Planning Committee discussed other methods of distributing the resource information to the community, since the resource awareness funds were cut from the LMB budget. The goal is to maximize the most of the volunteer resources without duplicating efforts to order to get information to the community. It was recommended by Mr. Buesgens to develop a small Ad Hoc Committee to review the Community Compass and other resource materials to distribute to the community.

A motion was made by Mr. Lee to allow the LMB data be accessed and utilized by this group and charge our new Executive Director, Mike Dyer with developing an Ad Hoc committee to address reviewing the Community Compass and how to best pull resources together to develop a new product and distribute to the county, seconded Goeller, unanimous.

Ms. Pusey announced the Health Department currently has mini-grants through the Tobacco Restitution grant. Mr. Buesgens volunteered his grant writing committee to assist the Worcester Healthy Citizens committee with writing for grants to fund the project.

Item 5 Old Business

Introduction of New Executive Director – Introductions were done at the beginning of the meeting.
FY2008 Committee Membership List – The board reviewed the list. There was a concern regarding the Cultural Competency Committee not being listed. The committee is in the beginning stages; therefore the membership list has not been completed. The membership list includes the LMB standing committees and not ad hoc committees. The Board requested clarification on the type of committee decided for the Cultural Competency Committee. LMB staff will research and report at the next meeting.

By-Laws approved on June 8, 2007 – The revised By-Laws were distributed.

Vendor Appreciation Day – The LMB hosted a Vendor Appreciation Day at the Nassawango Country Club in Snow Hill to thank the vendors for all their work for the LMB.

Item 6 New Business

District 4 Citizen Representative – Reverend Pearl Johnson moved to Delaware, therefore resigned from her position with the LMB. The LMB will notify Mr. Mason of the vacancy and will recommend Pastor Lisa Grain for the position, if the Commissioners request a recommendation. The Board expressed a desire to increase minority participation on the Board and will attempt to make the Commissioners aware of this desire.

FY 2008 Community Partnership Agreement – Mr. Dyer reported the FY 2007 CPA has been executed and submitted. This is an annual agreement between the LMB and the Governors Office for Children. The contract had been updated, therefore the LMB requested Mr. Hammond, attorney for Worcester County Government to review the revised contract. The contract was signed by Mr. Hammond, Mr. Buesgens and Mr. Dyer. Ms. Pusey briefly reviewed the CPA process.

Item 7 Committee Reports

Executive Committee – The committee reviewed the FY 2008 Community Partnership, the status of the Cultural Competency committee, reviewed the meeting schedule and agreed to keep monthly meetings during the transition period, discussed the district 4 citizen replacement and reviewed the committee list. The committee discussed the attendance of the committee co-chairs to the Executive Committee. In order to be consistent and compliant with the LMB By-Laws the standing committees should use the term “vice-chair” instead of the term “co-chair”. The committee vice-chair should only attend the meetings in the absence of the committee chair.

Budget Committee – Ms. Goeller reported Mr. Chris Johnson was elected chair at the last meeting. The committee reviewed and approved the FY 2008 Budget, 3rd Quarter Profit & Loss statement and 3rd Quarter Balance Sheet.

A motion was made by Mr. Ira Shockley to approve the FY 2008 budget, seconded by Mr. Lee, unanimous.

A motion was made by Mr. Lee to approve the 3rd Quarter Profit & Loss statement and 3rd Quarter Balance Sheet, seconded by Mr. Ira Shockley, unanimous.

Planning Committee – The committee reviewed the status of the Speakers Bureau. The committee agreed the LMB should be a clearing house for a speakers’ bureau in the community. Suggestions for distributing the information included posting on the LMB Website and print tri-fold brochures; plus the list needs to be updated on an annual basis. Mrs. Pusey recommended Worcester Youth & Family be a guest speaker at the October 2007 meeting to discuss the family navigators.

A motion was made by Mr. Travers to approve the LMB serve as a clearing house to the community for the Speakers’ Bureau, seconded by Mr. Lee, Unanimous.

Program Evaluation – The July 20, 2007 minutes were reviewed with no discussion.

Homelessness Committee – Ms. Nagle and Mrs. Franklin attended the National Homelessness Alliance Conference in Washington D.C. The committee reviewed several data collection systems in order to obtain unduplicated accurate data for grant writing purposes. Housing continues to be a top priority for mental health agencies. Transitional beds fill quickly, however there are no permanent affordable housing available. There is a HMIS training in September 2007, if anyone is interested. Diakonia is celebrating their 35th anniversary August 25, 2007. There will be food, entertainment, live and silent auction.

Legislative Committee – The committee has not met since the last Board meeting.

Cultural Competency Committee - Mr. Buesgens gave an update on the status of the committee. Dr. Joyce Bell (Salisbury University), Chief Arnold Downing (Berlin Police Department), Kate Kent (Therapist), Mr. Edward Lee (Worcester County Branch NAACP, President), an MSW student, Catholic Charities representative (Hispanic) and Mr. Buesgens (Director of Department of Social Services; LMB Chair) are confirmed committee members. Mr. Buesgens agreed to serve as chair and Mr. Lee agreed to serve as vice chair.

Item 8 Comments from Board Members

Mr. Travers has been acting director for mental health for the last year and has been promoted to Director of Mental Health. The Health Department is now accepting application for a Mental Health Program Director.

Item 9 Comments from public

There were no comments from the public.

A motion was made by Mr. Lee to meet in closed session at 10:20 a.m., second by Mr. Ira Shockley, Unanimous.

Item 10 Closed Session: Personnel Matters

The Board met in a closed session with Mike Dyer, Executive Director to discuss the evaluation of the past, present and future LMB Executive Directors.

Item 11 Adjournment

The board unanimously agreed to adjourn the meeting at 11:30 a.m.