

Worcester County's Initiative to Preserve Families

Minutes of the Board of Directors Meeting
8:30 a.m. Friday, December 11, 2009
Worcester County Health Department



Attendance:

Judy Baumgartner	LMB Citizen Representative – District 5
Pete Buesgens	Department of Social Services, Director
Deborah Goeller	Worcester County Health Department, Health Officer
Eloise Henry-Gordy	LMB Citizen Representative – District 4
Dr. Ethel Hines	LMB Citizen Representative – District 6
Jennifer LaMade	Worcester County Core Service Agency
Edward Lee	Worcester County NAACP, President
Sheriff Charles Martin	Worcester County Sheriff's Department (Designee Chief Deputy Doug Dods)
Edward Montgomery	LMB Citizen Representative – District 7
Claudia Nagel	Diakonia, Inc., Executive Director
Marty Pusey	Worcester County Prevention Office, Director
Jennifer Standish	Worcester County Parks & Recreations
Sheila Warner	Department of Juvenile Services, Supervisor

Guests:

Teresa Fields	Worcester Youth and Family Counseling Services, Executive Director
Simmi Chawla	Alternate Youth Representative
Christopher Bunting	Alternate Youth Representative
Rebecca Brunet	HIPPY/Judy Center
Charlotte Montgomery	Community Citizen

Staff:

Linda Franklin	Program Coordinator
Jen Baumann	Resource Coordinator
Dena Bowden	Office Assistant III

Item 1 Call to Order

A regular meeting of the Board of Directors was held on Friday, December 11, 2009 at the Worcester County Health Department in Snow Hill, Maryland. A quorum being present, the meeting was called to order at 8:44a.m. by Mr. Montgomery.

Item 2 Review and approval of agenda

Mr. Montgomery requested review and approval of the December 11, 2009 meeting agenda.

A motion was made by Chief Deputy Dods to approve the December 11, 2009 agenda as submitted, seconded by Ms. Goeller, unanimously approved.

Item 3 Review and approval of minutes

Mr. Montgomery requested review and approval of the October 9, 2009 meeting minutes.

A motion was made Chief Deputy Dods to approve the October 9, 2009 minutes as submitted, seconded by Dr. Hines, unanimously approved.

Item 4 Old Business

Center for Juvenile Reform Certification Program (Revisited) – The board reviewed the conditions of the program offered by Georgetown University. Teams from all over the country compete for the 7 available slots. The program is costly, but a portion of the funds would be paid by the Casey Foundation, therefore leaving a fee of \$7,000.00. There are specific guidelines for the composition of the teams. The partners would include DSS, DJS, court system and service providers. After much discussion, it was determined that the agencies had limited staffing, received cuts in agency funding and not an overwhelming support for the program. The board will not pursue the program at this time.

Updates –

- By-Laws – The LMB By-Laws had to be revised in order to meet the GOC LMB manual requirements. The revised by-laws have been sent to the Worcester County Commissioners for approval but have not received the formal approval at this time.
- Co-Directors Terms – A letter was sent to the Worcester County Commissioners requesting their approval for Mr. Montgomery and Mr. Buesgens to remain as co-directors of the LMB for the next six months. A formal approval as not been received at this time.
- Board Membership re-appointments – There were four board members whose terms were to expire at the end of this year. Those members were still interested in continuing to serve on the LMB, therefore a letter was sent to the Worcester County Commissioners recommending reappointments.

Item 5 New Business

2010 Census – At the last meeting the board heard a presentation from a 2010 Census representative. It was suggested the speaker give a presentation to the Worcester County Commissioners. The LMB will assist with getting on the commissioners agenda. The presentation will convey the importance of the census count and the financial impact that the count could have on many programs within the county. Other avenues to reach the community could be ministries outreach network and town mayors. The Worcester County Health Department and Worcester Youth and Family's Berlin and Pocomoke Community Services Centers have already committed to being a census assisting site. The JUDY Center will have a census representative speak at their next meeting. The committee discussed several community concerns: afraid to let strangers in their home, identity theft, and over all safety concerns.

A motion was made by Mr. Lee for the LMB support the Census Bureau within the county and assist with being placed on the Worcester County Commissioners agenda, seconded by Ms. Goeller, unanimously approved.

Item 6 Committee Reports

Executive Committee – The committee discussed several issues:

- Reviewed the MOU between Diakonia and LMB - which will formalize Ms. Franklin's 20 hour per week to Diakonia for assistance for the HPRP grant until April 2010. Both agencies will benefit from this collaborative effort; Diakonia will receive technical assistance and LMB will receive funding, therefore a win-win for both agencies.
- Reviewed and approved the SOP #A-101 "Publicizing Grant Funding Opportunities". This will identify the steps to publicize funding opportunities available in the community. The LMB will develop an email list of community partners. There will be an attempt to educate the community by press release and/or editorial in order to notify the community of the development of the email list.
- The committee reviewed the most recent budget cut of 12% from administration funds. The LMB has been able to absorb the cuts and keep current staff due to the vacant Executive Directors position, however further cuts are pending. The committee reviewed several ways to reduce the LMB administrative budget such as: cut the board member stipends from the budget and decrease the supply cost by only making board packets for those members that reply in advance that they will be attending the meeting. There were several members that wanted to continue to pay youth member's stipends.

Cultural Competency –

The 2nd annual Diversity Summit was held on November 2, 2009. The workshops, speakers and facility received all favorable comments. The committee will soon start working on next year's summit and will combine efforts with the Health Department's Disparity Conference.

The LMB Cultural Competency Committee has two main goals:

- Increase minority participation on the various board and committees within the county,
- Develop a registry of different minority groups in the community who are willing to volunteer and be on various committees/boards/commissions in the county.

The committee discussed:

- establishing a baseline in order to gage the effectiveness of the committee,
- educate the community of the committee/boards/commissions in the county in which they can get involved,
- work with the county volunteer coordinator to develop a volunteer registry

Planning/Budget Committee – The committee reviewed and approved the FY09 4th Quarter Profit/Loss Statement, FY09 4th Quarter Balance Sheet, FY10 1st Quarter Profit/Loss Statement and FY10 1st Quarter Balance Sheet. The committee discussed:

- Sending a letter to GOC Rosemary King Johnston stating more local control with earned reinvestment funds and proposed budget cuts flexibility.
- Reviewed the strategic plan (standing agenda item), however due to the current economy some of the plans are not feasible,
- A one page summary of the LMB funded programs was requested for the next meeting,
- Election of chair and vice chair for the committee, Ms Pusey (chair) and Ms. Warner (vice chair) will remain for another 2 year term.
- Serving as a partner with the 2010 Census Bureau

A motion was made by Ms. Warner to approve the FY09 4th quarter Balance Sheet, FY09 4th quarter profit/loss statement, FY10 1st quarter balance and FY10 1st quarter Profit/Loss statement as submitted, seconded by Mr. Lee, unanimously approved.

Program Evaluation –

Last quarter the committee reviewed the Performance Measure Table (PMT's) electronically. The semi-annually reports are due soon.

Homelessness Committee –

The committee has had several active subcommittees: HRPR, Homeless Resource day, and Commissioners Annual report.

The Homeless Resource Day was to accomplish two goals: complete the Point in Time (PIT) survey and link individuals with services. A group of agencies came together at the Snow Hill Health Department to provide services: medical assistance, food stamps, ID cards, AGH primary care services, BOE adult education program, veteran's benefits, employment and the wellness mobile was available. Several groups went into the community to complete surveys and offer services as well. The committee reviewed the PIT surveys since 2005, which included the winter and summer counts. Tri-county Alliance will evaluate the surveys and the completed report should be available any time.

The Homeless Prevention and Rapid Re-housing (HPRP) grant was awarded to Diakonia Inc. These funds will be used to sustain and improve housing options for individuals and families that have been effect by the economic downturn.

The Commissioners Annual Report committee has been working on a presentation for the Worcester County Commissioners in efforts to make the commissioners aware of the many faces of homelessness in the county.

Item 7 Comments from Board Members

The H1N1 vaccinations were now open by appointment only to all individuals.

Item 8 Comments from Public

The JUDY Center will be hosting a Parents Matters Conference on March 6, 2010 at Wor-Wic Community College.

Item 9 Adjournment

A motion was made by Mr. Lee to adjourn the meeting at 10:32 a.m., seconded by Chief Deputy Dods, unanimously approved.

Action items:

- Letters sent to member's receiving stipends that the LMB can no longer pay the stipends.
- Packets will be made for only for those members that have responded "yes" they will be attending the meeting.
- Assist the 2010 Census get on the commissioners agenda