

St. Mary's County
Board of Directors Meeting Minutes
May 24, 2016

Attendance: The regular meeting of the Board of the St. Mary's County Department of Social Services was held May 24, 2016. Board Members in attendance were: Wanda Brown, Chair; Susie Fowler, Vice Chair; Rose Frederick; Leisha Wood; Richard Buckler; Ella May Russell

The April 26, 2016 meeting was cancelled due to attendance

Quorum: A quorum was established

Minutes: March 22, 2016 minutes were approved

Education Session: Calley Leimbach, Foster Care Supervisor presented to the Board regarding Foster Care data. The current caseload statistics were explained and the need for local placement for older children in care as most have to be placed out of the county. There have been 8 adoptions this year and 20 reunifications. Guardianship was explained as the legal placement to a relative not a permanent placement as adoption. The formal and informal process to return the child(ren) to care was explained. There has been an increase in the number of substance exposed newborns (SEN) highly due to prescription medications. Not all SEN's are removed from the parent. Several factors play into the removal such as level of use, preparation for the baby's arrival, prenatal care and outside support systems. There is a higher risk of removal when these things are not involved. There is an assessment process that must take place before a child is removed. The requirement of monthly visits required by DHR was explained as well as benchmarks for age groups and counseling and education services that are available. Guardianship has helped to decrease the numbers of children placed into foster care as well as the implementation of Family Involvement Meetings.

Chair Report:

The Chair brought to the Boards attention the lack of attendance of members and raised the question of how this can be resolved. The Chair suggested that she will re-up her membership but is questioning if there should be a nominating committee to recruit new members. The Board requested information on Term Dates.

Director's Report:

Ella May Russell brought to the Board's attention the current situation in the Cook's/Garrett Trailer Park residence. The landlord is faced with severe septic system issues and due to this residents are being forced to leave. This is a serious issue as St. Mary's County has a limited amount of public/affordable housing options available. Currently 17 families are facing eviction.

The Foster Parent Appreciation Dinner Celebration will be held June 13, 2016 at Olde Brenton Inn. Guest speaker Derek Clark will be presenting.

The Ribbon Cutting Ceremony for the Medical Respite program at Three Oaks will be held June 14, 2016.

The Child Advocacy Center is currently working on accreditation.

Mrs. Russell attended a presentation from the Mission in regards to the planning of the new homeless shelter to be located on Great Mills Road. The presentation was done well and will be a great help to the homeless community.

Executive Session: No Executive Session at this time

The meeting was adjourned at 6:48pm.

The next meeting is scheduled for Tuesday, June 28, 2016.

St. Mary's County
Board of Directors Meeting Minutes
March 22, 2016

Attendance: The regular meeting of the Board of the St. Mary's County Department of Social Services was held March 22, 2016. Board Members in attendance were: Wanda Brown, Chair; Susie Fowler, Vice Chair; Cynthia Brown; Lynn Fitrell; Rose Frederick; Ella Somerville; Annette Wood; Richard Buckler; Ella May Russell

Quorum: A quorum was established

Minutes: February 23, 2016 minutes were approved

Education Session: Dawn Dent, Finance Officer, spoke in regards to the County Budget. The budget was presented to the County Commissioners on February 5, 2016. There were no new programs and no increases other than in salaries. An explanation of the following positions was explained:

Child Support Enforcement - 3 current positions

Enforcement Agent (Responsible for the enforcement of Court Orders)
Fiscal Accounting Clerk and Offices Services Clerk. There was a decrease in income for new child support agents with a negative difference from last year.

Adult Foster Care Case Manager - This a position paid through County payroll. The position works with Project Home and the majority of customers receive Social Security benefits to help offset costs.

Foster Care Aide - This position is essential to the foster care unit as the aide is responsible for transportation of children to and from visits, appointments, etc. The income for this position is trying to be matched to comparable jobs (school bus drivers, public transportation drivers, etc)

- The following questions were raised: Has there been an increase in the number of younger children in care due to the increase of substance exposed newborns and are referrals being done to the Infant and Toddlers program? How many children coming into care are eventually adopted?
- Mrs. Russell responded to this by stating that the goal of the Agency is to reunite children with their families and that not all substance abuse newborns are removed from the biological parents. It was suggested that at the next meeting, a foster care supervisor speak to the Board regarding the questions raised.

Legal Services Aide– This position is fully funded through County payroll and is reimbursed from State funds. It is responsible for assisting the Agency's in-house attorney.

An explanation of burial services for the indigent paid through County funds was explained. If the total burial costs are less than \$2500.00, along with meeting other criteria, the family may be eligible for assistance not to exceed \$650.00.

As of this date, an answer has not been received as to the approval of the budget.

Board motions to approve the budget – The motion is approved

No Chair Report at this time.

It is noted that it has been a slow legislative session with few bills passed.

Director's Report:

The Governor has approved \$13.8 million for the modernization of DHR's automated systems. This update would enable systems such as CARES and MABS a much needed system upgrade.

The issue of cell phone upgrades has been brought to the Director's attention. Services workers are requesting the use of smart phones vs. the current phones issued by the agency.

The Assistant Director for Services position, previously held by Jeanne Schmitt, is still vacant. Recruitment is still ongoing and interviews are scheduled for next week. It is explained that the State hiring process is extremely cumbersome and that the current supervisors are doing much more due to vacancies.

A new committee has been established, Overdose Fatality Review Team, due to the heroine epidemic in St. Mary's County meeting quarterly at the Health Department.

Executive Session: No Executive Session at this time, but will be planned for the next meeting.

The meeting was adjourned at 6:15pm.

The next meeting is scheduled for Tuesday, May 24, 2016.

St. Mary's County
Board of Directors Meeting Minutes
February 23, 2016

Attendance: The regular meeting of the Board of the St. Mary's County Department of Social Services was held on February 23, 2016. Board Members in attendance were: Susie Fowler, Vice Chair; Lynn Fitrell; Rose Frederick; Ella Somerville; Annette Wood; Richard Buckler; Leisha Wood; Ella May Russell

Quorum: A quorum was established

Minutes: Minutes for December 15, 2015 were approved

Education Session: The education session was an overview of the implementation of DHR's new timekeeping system, Workday, as well as the Call Center and MyDHR. A description of each was given.

Director's Report:

Fiscal:

Dawn Dent, Finance Officer, will be attending the next meeting to give an overview of the County Budget.

Personnel:

There is still an ongoing recruitment for the vacant Assistant Director for Services position.

Health Enterprise Zone:

There was a recent meeting regarding the Health Enterprise Zone held at the Housing Authority. Both Ella May Russell and Kerry Miciotto, Lexington Park Team Leader, were in attendance. The meeting, which was conducted in three different levels, was to assess the success of the program along with a discussion that there is no longer funding for transportation and that without resources we cannot keep people from going to the hospital.

Social Worker Appreciation Month:

All Board Members are invited to attend the Social Worker Appreciation Luncheon Friday, March 25, 2016, 12pm in the Russell Conference Room in the Joseph D. Carter Building.

The Lexington Park office has had recent water damage to the newly renovated edition due to heavy snow and rain. The Department of General Services has inspected the damage and is holding Millison responsible for all repairs.

Lynn reported that she has been tracking Legislation along with daily synopsis and that nothing alarming is being sent out. No alerts or administrative changes.

It was announced that Leisha Wood has been appointed to the Planning Committee for MASSB.

Executive Session: No Executive Session

The meeting was adjourned at 6:20pm.

The next meeting is scheduled for Tuesday, April 26, 2016.

St. Mary's County Department of Social Services
Board of Director's Meeting Minutes
December 15, 2015

Attendance: Board Members in attendance were: Wanda Brown, Chair; Susie Fowler, Vice Chair; Rose Frederick; Ella Somerville; and Annette Wood. Also present, Ella May Russell, Director.

Quorum: A quorum was established.

Minutes: Minutes from October 27, 2015 approved

Education: Education session will be presented at the January meeting

Chair's Report: The Chair presented with questions regarding security, given recent national crime issues, at both the Leonardtown and Lexington Park DSS offices. The question was asked as to an emergency plan for the agency. The Director explained that there is an emergency plan in place in both offices and that all staff are trained in emergency preparedness. An explanation of the use of agency panic alarms was also given.

Director's Report:

The Director reported that with the upcoming retirement of Jeanne Schmitt, Assistant Director for Services, that the agency has begun the recruitment process for this position. Jeanne has been with St. Mary's County DSS for 16 years. Interviews are currently being conducted for other vacant positions.

The agency submitted Key Accomplishments for FY2015 to the Secretary. Copies were distributed to board members. This information will be used by the Secretary when he goes before State legislators.

The Health Enterprise Zone (HEZ) was discussed. It was asked how this program could benefit school children, specifically in Lexington Park area. The topic of the need for HEZ to connect with the SMCPS principals was discussed. The Director will be in contact HEZ representatives to assist with this connection.

Some DSS employees and supervisors attended a motivational training. The training was reported to be outstanding by those attending. The focus was on communication with co-workers, the community and customers. All DSS employees will eventually attend this training.

New Business: No new business was discussed Meeting adjourned at 6:05pm

St. Mary's County Department of Social Services
Board of Directors Meeting Minutes
October 27, 2015

Attendance: The regular meeting of the Board of the St. Mary's County Department of Social Services was held on June 23, 2015. Board members in attendance were: Susie Fowler, Vice Chair; Lynn Fitrell; Rose Frederick; Ella Somerville; Joan Gelrud; Annette Wood; and Richard Buckler. Also present Ella May Russell, Director; Charles Wood, Assistant Director for Family Investment and Mable Bailey, Human Resources Mgr. Absent: Cynthia Brown; Wanda Brown, and Leisha Wood.

Quorum: A quorum was established.

Minutes: Minutes for June 23, 2015 approved.

Education: Job Developer, Susan Ross, presented overview of the Employment Team Center. Assistant Director, Charles Wood, provided current statistical data on Family Investment performance and answered questions from the Board.

Chair's Report: No Report

Director's Report:

The Director reported on the progress of the expansion of the Lexington Park office which included that the furniture is scheduled for placement on November 3rd. This expansion will give nine (9) additional interview rooms, a large conference room and one meeting room.

Legislative Auditors will be in the agency in March 2016. The auditors have published in local newspapers the results of the last audit. St. Mary's had four findings, no repeat findings, and those that were noted were insignificant to the operation of the agency and the services provided to customers. The four findings have been corrected.

St. Mary's County DSS was not the recipient of the IV-E funded grant to which it had applied.

Current and pending vacancies were noted including 2 Social Work Supervisors, 1 Family Investment Supervisor and Assistant Director, Jeanne Schmitt. At this time the Director explained the structure of this agency noting that it was a relatively flat organization which should keep our vacancies safe.

The staff retreat was held on September 29th at Camp Maria and everyone had a great day – weather was wonderful, and the guest speaker was very well received. He is the new head of training for DHR.

Kerry Miciotto continues working in the southern part of the county in developing and maintaining relationships with community partners and support systems. Tammy Loewe is starting to work with the northern part of the county.

Kerry Miciotto is working with the "Walk Through HealthCare for Homeless", teaming with Dr. Michaels of MedStar/St. Mary's Hospital.

The agency was unable to enter a project for the MASSD conference being held in Ocean City this week due to timing of the Lexington Park expansion project, gearing up for WARM and other community initiatives.

New Business: The Board presented the slate of candidates which included Wanda Brown as Chair and Susie Fowler as Vice Chair. The slate was approved, closed and both candidates were voted in for the year.

The annual Advisory Board survey was distributed and completed by all attending members and members in the field as part of accreditation.

Meeting adjourned at 6:35 PM.

Due to the Thanksgiving holiday being so close to the November meeting date, the next meeting will be in December with an exact date to be determined.

St. Mary's County Department of Social Services
Board of Directors Meeting Minutes
June 23, 2015

Attendance: The regular meeting of the Board of the St. Mary's County Department of Social Services was held on June 23, 2015. Board members in attendance were: Susie Fowler, Vice Chair; Lynn Fitrell; Rose Frederick; Ella Somerville; Joan Gelrud; Leisha Wood; and Richard Buckler. Also present Ella May Russell, Director; Jeanne Schmitt, Assistant Director for Services. Absent: Cynthia Brown; Wanda Brown.

Quorum: A quorum was established.

Minutes: Minutes for May 26, 2015 approved.

Education: No Education Session

Chair's Report: No Report

Director's Report:

The Director requested an Executive Session concerning a child welfare case.

Executive Session was called at 5:35 PM and closed at 6 PM.

New Business: The Board will consider election of officer via e-mail before September as the Board composition has been confirmed.

Meeting adjourned at 6:05 PM.

The next meeting will be on September 22, 2015.

St. Mary's County Department of Social Services
Board of Directors Meeting Minutes
April 28, 2015

Attendance: The regular meeting of the Board of the St. Mary's County Department of Social Services was held on April 28, 2015. Board members in attendance were: Wanda Brown, Chairperson; Susie Fowler; Lynn Fitrell; Joan Gelrud; and Ella Somerville. Also present Ella May Russell, Director; Kerry Miciotto, Team Leader Lexington Park. Absent: Leisha Wood, Cynthia Brown, Richard Buckler, Rose Fenwick.

Quorum: A quorum was established.

Minutes: Minutes for March 24, 2015 approved.

Education: Kerry Miciotto, Team Leader for Lexington Park and Janice Walthour, Vice President of the NAACP St. Mary's County – St. Mary's County Read is a program in partnership with the NAACP, Southern Maryland Youth Ministry, St. Mary's County Library. The program takes place in the lobby of the Lexington Park Office on Monday, Wednesday, and Friday's which are the busiest days. Volunteers who are cleared by the agency read to children in the waiting area. They instill an interest, desire, and habit to read, they also mentor parents in reading. From the inception to date 437 children have been read to in the lobby. Many of the volunteers are retired teachers.

Chair's Report: The Chair on behalf of the board sent a letter to the County Commissioners concerning the board composition and what the board would like to look like with the vacancies that will be happening in June.

Director's Report: Secretary Malhotra will visit the agency on May 15, 2015, from 9:30 AM to 2 PM. Members of the Southern Maryland Delegation will be here during that time also.

New Business: No new business.

Meeting adjourned at 6:00 PM.

The next meeting will be on May 26, 2015.

St. Mary's County Department of Social Services
Board of Directors Meeting Minutes
March 24, 2015

Attendance: The regular meeting of the Board of the St. Mary's County Department of Social Services was held on February 24, 2015. Board members in attendance were: Wanda Brown, Chairperson; Rose Frederick; Richard Buckler; Susie Fowler; Lynn Fitrell; Joan Gelrud; and Cynthia Brown. Also present Ella May Russell, Director; and Hilary Laskey, Assistant Director for Program Performance. Absent: Leisha Wood and Ella Somerville.

Quorum: A quorum was established.

Minutes: Minutes for February 24, 2015 approved.

Introduction of Joan Gelrud to the Board members.

Education: Hilary Laskey, Assistant Director for Program Performance, gave a presentation on *Poverty Awareness*. This presentation has been presented by Ms. Laskey to the National Association for Social Workers. This presentation will be given to staff at the All Staff on April 16th. Staff need to understand the challenges of customer in order to better serve them. In St. Mary's County 34% of the children receive free lunch.

Ms. Gelrud added to the presentation that assessments by mental health counselor's are available with the Health Enterprise Zone (HEZ). Psychiatrist are needed and MedStar St. Mary's Hospital is in negotiations. Ridership for the HEZ transportation bus is dropping on the 16 mile loop, any information or ideas on why that is happening is welcomed.

Chair's Report: No report at this time.

Director's Report:

Maryland is the first state to be awarded the IVE Grant which includes federal funds for services. Focus Groups will be held in the county which include Walden, Center for Children, Sheriff's Department, Health Department, and schools. The focus will be on children who enter and then re-enter—what services do we have to prevent re-entry. In the last 3 year period the agency has had 8 re-entry's which comprised two sets of three siblings. The second phase will look at a 12 month period—what can we identify in the community. This involves Charles, Calvert and St. Mary's Counties. Trauma Performance Care – the counties have identified the three main events that trigger entry to be Mental Health, Substance Abuse, Parent Trauma and the two most significant for re-entry are mental health and child behaviors. In this time frame that is being used the agency has had one third re-entry and we opposed the court's decision for the return of the child to the parent.

Congratulations were extended to Lynn Fitrell for receiving the Lifetime Achievement Award from the St. Mary's County Commission on Women and Joan Gelrud for her nomination for Woman of the Year.

The agency will be undergoing a Federal Food Stamp Audit for ABAWD's. ABAWD's are single adults receiving food stamps. The auditor's will be in the agency March 25 and 25, 2015.

Personnel

The agency has hired a new Assistant Director for Family Investment—Charles D. Wood. Presently there are two vacant Family Investment Supervisor positions.

St. Mary's County Department of Social Services
Board of Directors Meeting Minutes
February 24, 2015

Attendance: The regular meeting of the Board of the St. Mary's County Department of Social Services was held on February 24, 2015. Board members in attendance were: Wanda Brown, Chairperson; Rose Frederick; Richard Buckler; Leisha Wood; and Ella Somerville. Also present Ella May Russell, Director. Absent: Susie Fowler, Cynthia Brown, Lynn Fitrell and Joan Gelrud.

Quorum: A quorum was established.

Minutes: Minutes for May 27, 2014, October 28, 2014

Education: No Education session.

Chair's Report:

Membership: Four members of the board are ineligible for re-appointment in June 2015. Suggestions from the board were to solicit from community partners, i.e., police office, health care community or clergy member from a local church. A letter will be drafted and sent to the County Commissioners.

Ms. Brown presented a letter to Mrs. Russell from President Obama, thanking her for her work in the community.

Director's Report:

Mrs. Russell gave an overview of the new administration. Local Directors met with the new Secretary, Sam Malhotra. Secretary Malhotra stated DHR is working on a 1980 and 1990 model of IT and changes will be made. The local Director's will meet again with the Secretary on March 4th.

The new administration instituted a voluntary separation program. The Governor would like 600 vacancies. These vacancies would become non-existent in the state. Employee's applications are due by March 13th, and if approved, employment would end on April 28th.

Point In Time Survey: The Point In Time Survey counted 339 homeless in St. Mary's County with 96 sheltered and 243 unsheltered; 123 in Calvert with 99 sheltered, 24 unsheltered; and 679 in Charles County with 356 sheltered and 322 unsheltered. Kerry Miciotto, Team Leader Lexington Park, is working with DHR (homeless services) on a grant to bring more money to the county to help with homeless.

Maryland is the first State to be awarded the IV-E Waiver grant. This grant will be used to identify services for children and families.

March is Social Work month --- a luncheon will be arranged for staff.

New Business: No new business.

Meeting adjourned at 6:25 PM.

The next meeting will be on March 24, 2015.

St. Mary's County Department of Social Services
Board of Directors Meeting Minutes
December 16, 2014

Attendance: The regular meeting of the Board of the St. Mary's County Department of Social Services was held on December 16, 2014. Board members in attendance were: Wanda Brown, Lynn Fitrell, Rose Frederick, and Ella Somerville. Also present Ella May Russell, Director. Absent: Susie Fowler, Cynthia Brown, Richard Buckler, Leisha Wood.

Quorum: A quorum was not present for the December 2014 meeting. No business was conducted or discussed.

Minutes: Quorum was not present for September, October and December 2014 meetings--minutes for May 27, 2014 and October 28, 2014 could not be approved.

Education: No Education session.

Chair's Report:

Wanda Brown, Chairperson: At the January 2015 meeting the Board will discuss sending a letter to the County Commissioners concerning four upcoming Board vacancies in June 2015.

Ms. Brown reminded Board members of the coat drive at the Lexington Park Methodist Church.

Director's Report:

Ella May Russell, Director: Department of Human Resources was awarded the Casey Excellence for Children Award for Child Welfare Leader. This award from the Casey Foundation was for the reduction of children in Foster Care.

The State received an IVE Grant for a project on foster children who re-enter the foster care after case closure, to be completed in January 2015. It will look at the date a child entered foster care, their age, circumstances, when they left and when they re-entered for the last six months. A committee will be formed which will include line staff, supervisors, myself and Jeanne Schmitt, Assistant Director for Services.

Joanne McDonald, Assistant Director for Family Investment is retiring. Recruitment will begin in January. The State has initiated an automated personnel system which is complex and is delaying hiring process until after January 7th.

The agency has not experienced any problems with the Maryland Health Exchange. The four staff hired have impressed DHR with their skills.

River Bay Townhouses – The agency learned on December 12, 2014, that several families living in River Bay had their water cut off by METCOM. METCOM began billing River Bay Townhouse directly for the individual bills of the occupants. River Bay then distributed the billing to each tenant by taping bills to the doors that were to be paid to River Bay who would then in turn pay METCOM. The

agency initiated a meeting between the Housing Authority and Legal Aide to review this process. The agency also contacted METCOM concerning the families who had been terminated and negotiated payment directly to METCOM for those families. The agency and Dennis Nicholson, Housing Authority, met with River Bay Representatives. River Bay receives federal tax credits for low cost housing. Dennis Nicholson and Mrs. Russell will meet with METCOM. Kerry Miciotto, Team Leader for Lexington Park will work with the management and tenants of River Bay on communication.

The request for more space and renovations for the Lexington Park office will go before the Board of Public Works December 17th in Annapolis. Renovations should begin in February or March.

New Business: No new business.

Meeting adjourned at 6:55 PM.

The next meeting will be on January 27, 2015.

St. Mary's County Department of Social Services
Board of Directors Meeting Minutes
October 28, 2014

Attendance: The regular meeting of the Board of the St. Mary's County Department of Social Services was held on October 28, 2014. Board members in attendance were: Richard Buckler, Wanda Brown, Lynn Fitrell, Susie Fowler, Rose Frederick, Ella Somerville and Leisha Wood. Also present Ella May Russell, Director; Mable Bailey, Human Resource Manager, and Hilary Laskey, Leonardtown Team Leader presenter.

Minutes: There wasn't a quorum for the meeting of September 23, 2014, therefore, only notes were taken – minutes waived.

Education: The Education session was an overview of Teaming in the agency.

Election of Chairman: Mr. Buckler reported that Wanda Brown was nominated as Chair and Susan Fowler as Vice Chair of the Board of Directors. Both were voted in unanimously. A request was made to have a detail available at the next meeting of terms for the current Board Members for proper planning.

Director's Reports:

Mrs. Russell reported that Kerry Miciotto and Don Kidwell would be hosting the Homeless Resource Day on November 7th. Several members asked if they were needed this year and Mrs. Russell would follow-up with them if additional help was needed.

The Board will be participating in the coat drive sponsored by the Lexington Park UMC again this year.

Mrs. Russell announced that Tom Haina, our Assistant Director of Quality Assurance who retired on August 1st, passed away on October 22nd.

She attended the Place Matters Awards ceremony in Baltimore. The "Bowl" went to another DSS agency this year.

The agency is housing four merit employees who will be under the supervision of DHR Central to work as HCR Medical Assistance specialists exclusively doing follow-up work for customers statewide who are already signing up to health care through the new portal that opens on November 15th. They will not be doing direct face-to-face interviewing, just follow-up for on-line applications.

The state has adopted "Workday" software and support to replace the aging HR database systems that have been in place for more than 30 years. This system is integrated with the on-line application process of JobAps. Staff have been trained and cutover is scheduled for November 14th. No hiring can take place until that time. This system also requires that the all state employees log in as it will make their employee records available for viewing and is also the introduction to on-line time sheet reporting that is anticipated to go live in the fall of 2015.

A request is pending approval from DHR to lease additional office space where the Peking Restaurant has operated. The leased space will include renovation costs.

Keri Kettles, front desk receptionist from the Lexington Park office received the Employee Customer Service Award for the year. She and her supervisor attended a luncheon at DHR.

St. Mary's County has recognized this as Family Violence Awareness month.

The Family Violence Committee meeting reviews all fatalities or near fatality cases and included Sheriff Cameron and Mrs. Russell.

Kerry Miciotto, Mrs. Russell and Bennett Connelly are working with churches in Lexington Park to start a program for mentoring families.

Other Reports: Lynn Fitrell reported on her attendance at the MASSB Conference held on October 16-17, 2014. She noted that this conference has a budget of \$10,000; is looking for a web master assistant, and discussed establishment of foundations to support the local DSS agencies. The conference overview was submitted.

New Business: No new business.

Meeting adjourned at 6:55 PM.

The next meeting will be on November 25, 2014.

St. Mary's County Department of Social Services
Board of Directors Meeting
May 27, 2014

Attendance:

The regular meeting of the Board of the St. Mary's County Department of Social Services was held on May 27, 2014. Board members in attendance were: Wanda Brown, Chairperson; Susie Fowler; Ella Somerville; Cynthia Brown; Pamala Emplit; Lynn Fitrell; Leisha Wood. Absent: Richard Buckler and Veda Willis.

Minutes: The minutes for the March 25, 2014 and April 22, 2014 meeting were approved.

Education Session: No education session.

Chairperson's Report:

Nomination Committee: Richard Buckler has offered to work on the Nomination Committee for the slate of officers to be voted on at the June meeting. Anyone willing to assist needs to contact Mr. Buckler.

Annual Report: A rough draft was distributed. Members discussed and gave input for changes to be made. Another draft will be e-mailed to each member for final comment and the final draft will be submitted at the June meeting for approval to be submitted to the County Commissioners.

Director's Report:

Council on Accreditation (COA): The COA was complimentary at the exit interview. The agency has not received the written report at this time. They were impressed the agency used the last COA report to implement changes. They met with Master Harris, and visited a foster home and an adoptive home, and many others outside of the agency. This is a national accreditation and is for three years.

Resource Parents: On May 20, 2014, the County Commissioners recognized Resource Parents with a proclamation. This was handled by the Tri-County Resource Parent Developer. The agency had three Resource homes with their foster and biological children present.

Adoption Day: May 22, 2014 was Adoption Day. The agency had three siblings adopted that day. The agency will not meet the adoption goal this year by one. That adoption is delayed and will take place later this year.

Personnel: The agency has filled six child welfare pins. All positions in child welfare are presently filled. There are vacancies in Family Investment (2) and two upcoming in Child Support.

New Business: Susan Fowler spoke to the board about identifying a vehicle to bring together decision makers around poverty. The focus would be to mitigate the effects of poverty. Ms. Fowler suggested the Local Management Board as a possible vehicle. Ms. Cynthia Brown, Director, Human Services, gave information on an upcoming public forum on living in poverty. She will ensure that members receive information. The Early Childhood Advocacy Council will be sponsoring it.

Membership: Pamala Emplit declined reappointment and one other member has not responded to the request for reappointment. Next year the board will have at a minimum four openings as those members cannot be reappointed. Members were encouraged to actively recruit for the openings as part of the planning process for the 2014 and 2015 Board.

The meeting adjourned at 6:30 p.m.

The next meeting will be June 24, 2014.