

Kent County Department of Social Services
Advisory Board Meeting Minutes
March 15, 2021

Present: Kevin Karpowicz, David May, Shelly Neal-Edwards, William Washington, Caitlan Garland, Tracey Williams and Jen Cole

Absent: Bob Jacobs, Beverly Birkmire, Olythea Hunley, Charlotte Potts and David May

Presentation: KCCAC Family Advocacy Program - Rachel Boyle

Rachel gave a brief overview of how the programs have operated over the past year and upcoming events. Child Abuse Awareness and Prevention Month begins April 1st. Rachel has invited members to attend the virtual open house on April 13th. Links will be provided following the meeting.

Chairperson's Report:

- Approval of minutes from February 15, 2021. Motion to approve was made by Bill Washington 2nd by Tracey Williams. All were in favor.

➤ **Kent County CARES Foundation**

- Request for funds – Rachel Boyle gave a brief overview of funding requests.
 - National Children's Advocacy Center and Victims Advocacy training session. August 24th - August 27th. [Kyia Whittaker -DHS- Kent County](#) will be attending. The cost is \$849 - Motion to approve made by Bill Washington and 2nd by Tracey Williams. All in favor. Funding request approved.
- MASSB Handbook Workgroup - Dr. Karpowicz developed the committee's mission statement and board member duties. The board was all in agreement with the updated documents. Jen will incorporate both into the Handbook.
- MASSB conference call on Friday at noon. Dr. Karpowicz and Shelly will be attending.
- No ALICE financial request submitted by Assistant Directors for this month.
- Shelly will send Dr. Karpowicz an employee name for the Quarterly Employee Recognition once she reviews the topic with her AD's.

➤ **Director's Report:**

- **Divisional Performance Report** – February was reviewed by attending members. Child Support continues to collect, no changes. FIA had an increase however, it was statewide numbers. Child Welfare Services has 2 new foster children with a total of 6 children. Kent County has 6 certified foster homes.
- **Community Partners Survey** - 92 partners participated. The majority of the community partners were government agencies and education, most referrals were emergency assistance. 77% of the partners thought our response time was either excellent or satisfactory. 70% of the partners thought making referrals was either excellent or satisfactory.
- **Employee Survey** - The employee survey was based on our agency Strategic Plan. 89% of staff agree that we are in compliance and 11% disagreed or had suggestions for improvement.
- **E&E Pilot** - Postponed until April.
- **Social Work Supervisor** - A selection has been made. The new supervisor will begin in April. Shelly will announce the name at the April meeting.
- **Social Worker Month** - The agency is celebrating Social Worker Month. Every other day an employee will be in the Spotlight on social media and throughout our interagency mail.

- Motion to Adjourn: With no additional business at hand, a motion to adjourn at 4:49 pm. Motion carried by unanimous vote.

- The next meeting will be held Monday, March 19, 2021 at 3:30pm via Google Meet.

Respectfully submitted,

Jen Cole
Executive Assistant