

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

Present: William Washington, Charlotte Potts, Catherine Sterling-Boyer, Caitlan Gartland, Beverly Birkmire, Sara Cunningham, Shelly Neal-Edwards and Jen Cole
Absent: David May, Bob Jacobs and Dr. Angela Holocker

CARES Funding Request: No request this month.

Chairperson's Report:

- Approval of minutes from October 18, 2021.
- Motion to approve was made by Beverly and 2nd by Charlotte. All were in favor.

□ **Budget Presentation**

Elizabeth Bankhead presented an orientation for the Child Support Division. .

□ **Kent County CARES Foundation**

- CARES Foundation Website Review - The webpage's annual renewal of \$780 is due. The webpage has not reflected activity for some time. A motion was made by Caitlan to discontinue the CARES Foundation website. The motion was 2nd by Catherine. All were in favor. Shelly will let Dr. Karpowicz know the webpage will be discontinued.
- Innovative Program Award - ALICE Families - MASSB has presented an opportunity to award up to \$1,000 for local Advisory Boards Innovative Programs. Beverly made a motion to nominate the ALICE Program initiative, Caitlan 2nd and all were in favor. Shelly will submit the nomination to MASSB
- Standing Committee - Reports/Recommendations - Mr. Washington has asked for each committee to develop leadership and call a meeting prior to the next meeting in January. Beverly has agreed to schedule meetings for the Legislative and Community Partnership committees.
- Other - MASSB Conference - Mr. Washington attended the conference. He would like the Membership Committee to focus on obtaining representation from the Hispanic community. Another topic that was discussed during the conference was vetting members. Shelly explains the County Commissioners have a vetting process that determines approval of nominations. Mr. Washington also discussed the difficulties of available funding for rental assistance throughout the local Health Department. Shelly states that our county's funding is managed through the Md Rural Development Corporation and currently there are no problems in Kent County. MASSB also had a presenter to review policing in school.

□ **Director's Report:**

- **The Divisional Performance Report** – October Divisional reports were reviewed by attending members. Child Support just started their FY. The Service division remains with 8 foster children, 3 of which are in voluntary placement, 30 adults and no adoptions. FIA has seen an increase in SNAP recipients and Medical Assistance. Workers will begin referring customers to the Samaritan Shelter in December.
- **APS/CPS Hotline** - The hotline continues to encounter issues however at KCDSS all issues have been resolved. The state is holding weekly conference calls for all jurisdictions to discuss issues and concerns so that they can be resolved quickly. Statewide, there are concerns of dropped calls and telemarketers calling the hotline. They are working on resolving those issues. Currently, KCDSS staff are in the office, taking the hotline calls.
- **FY 21 Annual Report** - KCDSS Annual Report is currently in preparation for production. The final copy should be available in January.
- **Agency Strategic Plan** - Shelly reviewed that agency's final goals and objectives for the next 3 years.

- The next meeting will be held on Monday, January 18, 2022 at 3:30pm. The committee will be meeting in person but also have virtual as an option.

Respectfully submitted,
Jen Cole, Executive Assistant