

**Kent County Department of Social Services  
Advisory Board Meeting Minutes  
July 17, 2017 3:30 PM**

**Present:** Kevin Karpowicz, Charlotte Potts, Bill Washington, Shelly Neal-Edwards,  
Patty Dahle (scribe)

**Absent:** Karen Dionisio, Shelley Heller, Olythea Hunley, Rosalie Kuechler

**Presentation: Substance Exposed Newborns – Team 4**

- **Chairperson’s Report (Kevin Karpowicz):**
  - Unable to approve minutes from June 19<sup>th</sup> meeting as the number of attendees did not constitute a quorum. Will need to approve June minutes at September meeting.
  - Dr. Karpowicz spoke of the \$100.00 donation received from a local resident and how she hoped the money would be used for.
  
- **Kent County CARES Foundation**
  - No report. Next meeting to be held August 21.
  
- **Director’s Report (Shelly Neal - Edwards):**
  - **COA Accreditation** – Going well and deadlines will be met.
  - **Choptank Electric Trust Inc. Grant** – Kent County CARES was awarded \$4000.00 towards new video equipment for the CAC center. The policy of the Trust is to pay the vendor directly. An invoice of \$9,955.94 was submitted on behalf of the Kent County CARES Foundation. The grant monies of \$4000.00 will be deducted.
  - **MD Think** – Computer modernization is progressing. One system to bridge agencies. Long Term Care application are first to go live.
  - **Board Member Vacancy** – possible new member , Ms Jan Hanson who is a resident of Heron point and has retired from a Social Service position. Ms. Hanson was in attendance for meeting and gave her background. A vote will be made at the September meeting and forwarded to the County Commissioners office.
  - **Vehicles for Change** – Expanded Program (TAP) – DHR has partnered with Vehicles for Change to implement a Transportation Assistance Program (TAP), which will provide vehicles statewide to help current and former Temporary Cash Assistance (TCA) recipients maintain employment. This program is for purchasing a vehicle for \$800.00. The agency has assisted 2 clients with insurance. Both are working full time.
  - **FY018 Presentation Schedule** – Shelly reviewed the schedule for the coming fiscal year with the Board. The schedule indicates what special topics will be address at meetings throughout the year. Since some members of the Board were not present, the schedule will be reviewed at the meeting in September.
  - **Divisional Performance Report – June** was reviewed by attending members and there were no inquiries at the time regarding monthly performance.
  - **KC CARES Withdrawal** – An additional request in the amount of \$41.08 was put in front of the Board. This amount is being requested for additional costs for Advanced Forensic Interviewing Training in Philadelphia, PA. Withdrawal could not be approved at this meeting due to Quorum not being met. Pre-approvals will be obtained through emails and made official at next meeting in September.

- The next meeting will be held Monday, September 18, 2017 at 3:30 pm in the Child Support Conference Room, 315 High Street, Chestertown, MD

Respectfully submitted,

Patty Dahle

Recording Secretary