

**Kent County Department of Social Services  
Advisory Board Meeting Minutes  
April 18, 2017 3:30 PM**

**Present:** Karen Dionisio, Olythea Hunley, Kevin Karpowicz, Rosalie Kuechler, Charlotte Potts, Shelly Neal-Edwards, Patty Dahle (scribe)

**Absent:** David Kelley, Shelley Heller, Darlene Spurrier, Bill Washington

**Presentation:** Child Advocacy Center - Team Three

- **Chairperson's Report (Kevin Karpowicz):**
  - Approval of minutes from March 20, 2017 board meeting: Motion to approve made by Charlotte Potts second by Olythea Hunley, motion carried by unanimous vote.
  - No report from Chairperson.
- **Kent County CARES Foundation (Lee Hunley)**
  - Lori Wheeler event has been scheduled for May 18, 2017 it will be held at the American Legion in Chestertown. Flyers will have been posted on Facebook and distributed and will be emailed to Community Partners.
    - Shelly asked for a volunteer from the Board to introduce Lori Wheeler at the event and explain to all that attend where the funds raised will go to.
      - Kevin Karpowicz volunteered to do so.
  - New Kent County CARES brochures are in the process of being printed and should be here in time for fundraiser.
  - Committee would like to hold another Vendors Day in November.
  - Next Fundraising meeting will be May 10, 2017 @ 10am in Main Conference room at 350 High Street.
- **Director's Report (Shelly Neal - Edwards):**
  - Welcomed Karen Dionisio to the Board and grateful to have her be a part of it.
  - **COA Accreditation** – Work is moving forward and teams are doing well. Site Visit is tentatively scheduled for November 12-14 (Sunday through Tuesday). Preliminary Self Study due beginning of August 2017.
  - **United Way Grant** was submitted on behalf of the Kent County CARES Foundation. This year we are asking for \$3,000. This money is used for supplies and training for the CAC. The interview process will be coming up and Lisa Falls, Assistant Director of Services, Kathryn McAllister, Supervisor of Child Services and Dora Best, CAC Coordinator will be doing the interview.
  - **Legislative Update** – The bill requesting to change the name from Department of Human Resources to Department of Human Services along with Child Support Enforcement to Child Support Administration has gone through.
  - **FY018 Board Presentation** – Shelly asked the Board if there were any topics that they would be interested in having presented to them in the upcoming fiscal year. The Board requested no schedule and that possibly a presentation could be done quarterly. Further discussion around it at next meeting in May.

- **Motion to Adjourn:** With no additional business at hand, a motion to adjourn was made by Lee Hunley at 5:00 pm, seconded by Karen Dionisio. Motion carried by unanimous vote.
  
- The next meeting will be held Monday, May 15, 2017 at 3:30 pm in the Child Support Conference Room, 315 High Street, Chestertown, MD

Respectfully submitted,

Patty Dahle

Recording Secretary