

**Kent County Department of Social Services  
Advisory Board Meeting Minutes  
October 16, 2017 3:30 PM**

**Present:** Kevin Karpowicz, Bill Washington, Rosalie Kuechler, Beverly Brickmeyer, Shelley Heller, Olythea Hunley, Charlotte Potts, Shelly Neal-Edwards, Patty Dahle (scribe)  
**Absent:** Karen Dioniosi, Barbara Hanson

**Presentation: Joyce Prickett , Assistant Director, Administration - Operating Budget**

▪ **Chairperson's Report (Kevin Karpowicz):**

- Approval of minutes from September 18, 2017 board meeting: Motion to approve made by Bill Washington, second by Shelley Heller, motion carried by unanimous vote.
- Welcomed Beverly Birkmire and Barbara Hanson to the board.

▪ **Kent County CARES Foundation**

- Next fundraising meeting is October 17@ 9:00am. The meeting will focus on the planning and confirmation of Vendors for upcoming event on November 3, 2017, Vendor Fair.
- The committee will hold another meeting on Monday, October 30 @ 10am to go over final preparations
- Beverly Birkmire offered the use of the Rotary clubs white boards for the event.
- Bill Washington mentioned he would like to send a letter to local companies along with Annual Report and CARES brochure
- Some organizations that were mentioned to call and see about donations from are the following:
  - Rock Hall Business Association
  - Millington Lions Club
  - Emmanuel Church –Bazaar proceeds
  - American Legion

Board members would reach out to different organizations to inquire about donations to the Foundation

▪ **Director's Report (Shelly Neal - Edwards):**

- **Secretary's Visit** – Secretary Padilla will be visiting the Agency on Monday, November 6<sup>th</sup>. She will address All Staff from 9:30 – 10:30 followed by Lunch in the Child Support Conference Room. It was encouraged for Board Members to attend the lunch with the Secretary.
- **COA Accreditation Site Visit** – Accreditation site visit will take place November 13 – November 15. A schedule has not been finalized and once it is it will be sent to you. with chart reviews, etc and will go through Wednesday, November 15. A schedule will be available sometime next month. They will want to talk with Board Members, staff, customers, foster youth and foster parents.
- **MASSB Conference** – Annual Fall Conference will be held in Annapolis on Thursday, October 26 and Friday October 27. Any board member that would like to attend is welcome to do so. Dr. Karpowicz will be attending representing the Board on Thursday, October 26 along with Lisa Falls, Assistant Director Services
- **FY018 Presentation Schedule** – Shelly mentioned the revision in schedule due to Dawn Young not being able to present.

- **Divisional Performance Report –July, August and September** reviewed at the at board meeting. No questions asked.
- **Dinner and Discussion** – Shelly mentioned the Board of Director’s of the Eastern Shores DSS’s will be hosting a Dinner and Discussion on November 9, 2017 at the Dorchester County Department of Social Services, Cambridge Maryland to begin at 5:30 pm. Dr. Karpowicz and Lisa Falls and herself will be attending.
- **Motion to Adjourn:** With no additional business at hand, a motion to adjourn was made by Rosalie Kuechler at 4:30pm, seconded by Bill Washington. Motion carried by unanimous vote.
- The next meeting will be held Monday, November 20, 2017 at 3:30 pm in the Child Support Conference Room, 315 High Street, Chestertown, MD

Respectfully submitted,

Patty Dahle

Recording Secretary