

**Kent County Department of Social Services  
Advisory Board Meeting Minutes  
February 20, 2018 3:30 PM**

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

**Presentation: Julie Handzo– Family Investment Division programs**

- **Chairperson’s Report (Kevin Karpowicz):**
  - Approval of minutes from January 16, 2018 board meeting: Motion to approve made by Bill Washington, second by Beverly Birkmire, motion carried by unanimous vote.
  - No reports
- **Kent County CARES Foundation**
  - Spoke about adding a meeting to come up with some new idea for the coming spring and summer.
  - CARES Foundation sent letter to Faith base community.
  - From the letters that were sent to the community, no one has expressed an interest in joining the fundraising committee. There for the board and agency staff on the fundraising committee should come together to come up with some ideas.
- **Director’s Report (Shelly Neal-Edwards):**
  - **Divisional Performance Report –January** reviewed at meeting. No questions.
  - Following question was asked in the January meeting regarding the Service performance Report.
    - How long is the wait list? More explanation requested on Service to Adults.
      - Shelly explained Social Services to Adults (SSTA) is a case management program that assists elderly adults with disabilities and other vulnerable adults 18 years of age and older through service delivery within their own home. The wait list seen on the performance report is for monetary needs such as a walker and etc.. The Service workers screen them for private contractor. The agency works closing with Upper Shore aging.
  - **OIG Audit** – OIG Audit of Kent County is complete. The Audit can take up to 180 to complete. The agency’s lasted 30days. Report is not complete at this time, however they did advise the agency of 4 Findings for this period, one less than last time.
    - 1 – Family Investment – Cares system – staff were registered with higher level of access clearance.
    - 2 – Family Investment – 1 worker same finding twice. Corrective Action has been issued.
    - 1 – Services – referral did not have screening of family member.
    - Child Support and Administration had no findings.
    - No findings were repeat findings.
  - **MASSB 2018 legislative Update (Beverly Birkmire)** –February 3, 2018. Beverly stated that the update was very informative. They went through the process of what is supported.
    - SEN -reporting issues. Nurses do not support the new proposal.
  - **Risk Committee Quarterly Process Summary Review:** Shelly reviewed with the board. There was an evacuation drill in the quarter and all action items stemming from drill have been addressed and completed

- Other
    - Shelly explained to the board about the Foster Youth Savings. The Foster Youth Savings Program creates Individual Development Accounts (IDAs) (also known as matched savings account) for youth in the Maryland foster care system. The Foster Youth Savings Program will assist transitional aged youth ages 14-21 to have access to a modest pool of resources, a savings account, and an infrastructure for meeting their savings needs throughout their lives. Furthermore, the accounts will help youth develop and build skills around financial literacy and independence. The services provided by the Foster Youth Savings Program will serve as part of the foundation for youth achieving successful adulthood. Along with this savings the state has tuition assistance available through The Maryland Education and Training Voucher Program is a federally-funded, state-administered program designed to help youth who were in U.S. foster care. Students may receive up to \$5,000 a year for qualified school related expenses. Funding is limited and available on a first-come, first-served basis to eligible students. Applicants must complete the ETV application which includes documentation each semester that is sent directly from the school to ETV confirming enrollment, the cost of attendance (COA) and unmet need.
      - Currently Kent County has no Foster youths (14 +) living in the county.
      - There are no treatment homes in the county. 3 homes are here but they are not treatment homes.
      - The closest group home for troubled teenagers is in Caroline County.
    - Tracey Williams spoke of the struggles high school youth have in filling out forms for financial aid for college. School is looking into partnering with the American job center in setting up training for Foster Care parents in filling out forms.
    - Tracey mentioned to the state will have a new age appropriate curriculum in health classes regarding sex abuse and assault. Meeting to discuss will take place on April 30.
- **Motion to Adjourn:** With no additional business at hand, a motion to adjourn was made by Bill Washington at 4:41pm, seconded by Tracy Williams. Motion carried by unanimous vote.
- The next meeting will be held March 19, 2018 at 3:30 pm in the Child Support Conference Room, 315 High Street, Chestertown, MD

Respectfully submitted,

Patty Dahle

Recording Secretary