

**Kent County Department of Social Services
Advisory Board Meeting Minutes
January 22, 2019 3:30 PM**

Present: Kevin Karpowicz, Beverly Birkmire, Bob Jacobs, Charlotte Potts,
Bill Washington Tracy Williams, Shelly Neal-Edwards, Patty Dahle (scribe)

Absent: Karen Dioniosi, Olythea Hunley, Rosalie Kuechler,

Chairperson's Report :

- Approvals of minutes from October 15, 2018 (due to number of attendees did not constitute a quorum) and November 16, 2018 meeting. Motion to approve made by Bill Washington and second by Beverly Birkmire, motion carried by unanimous vote.
- Julie Handzo and Robin Hawthorn presented on Homeless programs and FIA programs and the latest challenges with Federal Shutdown. SNAP recipients received February benefits in January due to the shutdown. Our doors are open to all Federal employees to see what benefits they may qualify for. It was also mentioned the KCDSS employees are putting together a food drive for SNAP and Federal Employees. Donations can be made and bags will be assembled on February 1, 2019 to have on hand.
- Dr. Karpowicz went over KC CARES Foundation funds, which then brought up the question how can the Board help with these funds during this time for Federal Employees who reside in the county as well as SNAP recipients with these Funds? The Board would like to take funds from the CARES foundation, set that aside and use those funds to assist the families in need and any federal government employee. Shelly to follow up with KCDSS LGA Division to see if that was possible.
- Bob Jacob the New County Commissioner will be attending board meeting going forward. Everyone introduced themselves to him and welcomed him to the board.

➤ **Kent County CARES Foundation**

- Rachel Boyle new CAC coordinator attended the meeting and spoke to the board about her role and what she is currently working on.
- Reviewed the Quarterly MASSB Bank Statement regarding funds available in the Kent County Cares Foundation
- \$250.00 in donations received from letter mailing.

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

- **Divisional Performance Report –December** reviewed at meeting. No questioned were raised.
- **SNAP Project update due to Federal shutdown** – This was noted on the agenda but was discussed and explained by Julie Handzo, Assistant Director of FIA for Kent County DSS during the presentation.
- **KC CARES Withdrawal Request** – a request in the amount of \$1500.00 of United Way funds in the CARES account was put in front of the Board. The funds would be utilized to pay the partial cost of our Child Advocacy Center MDT Therapist, Erin Clark to participate in Level II Trauma training through the Ferentz Institue. Motion to approve made by Bill Washington, second by Charlotte Potts, motion carried by unanimous vote.
- **Board Member resignation and vacancy** - Barbara Hansen has resigned from the Board due to a conflict in scheduling with another committee she is participating in. Shelly did receive a resume from a potential new board member who attended the meeting and introduced herself and gave her background to the board. Shelly will follow up with her and see if she would like to be voted in as a member. Once

a decision is made, and if she agrees to be on the board, Shelly will send the paper work to the commissioner's office.

- **MASSB – Annual Legislative Update - The Annual MASSB 2019 Legislative Update is scheduled on Saturday, January 26, 2019. The meeting will be held at the Anne Arundel County Department of Social Services, 80 West Street, Annapolis, MD 21401 from 9:00am to 12:30pm.** Shelly sent the Board an email on January 16th regarding this and apologized for the short notice and that she could not attend due to a prior commitment. Shelly explained this is the annual MASSB Legislative Day where the Advisory Boards across the State will learn of the bills and possible new legislation for the upcoming Session. If you are interested in attending and would like to attend the following information was given and that Susan Coppage the Director of Queen Anne's DSS has offered to drive if a member would like to attend.

- **Additional Topics** - No additional topics were addressed
- The next meeting will be held February 19, 2018 (meeting is being held on Tuesday due to Monday, February 18 is a Federal holiday and offices are closed) at 3:30 pm in the Child Support Conference Room, 315 High Street, Chestertown, MD

Respectfully submitted,

Patty Dahle, Recording Secretary