

**Kent County Department of Social Services  
Advisory Board Meeting Minutes  
May 20, 2019 3:30 PM**

**Present:** Beverly Birkmire, Olythea Hunley, Kevin Karpowicz, Charlotte Potts, William Washington, Tracy Williams, Patty Dahle (scribe)

**Absent:** Karen Dioniosi, Bob Jacob, Rosalie Kuechler, Shelly Neal-Edwards

**Presentation:** No presentation was scheduled for May's Advisory Board meeting

**Chairperson's Report :**

- Approval of minutes from April 15, 2019 board meeting: Motion to approve made by William Washington and second by Tracy Williams motion carried by unanimous vote.

➤ **Kent County CARES Foundation**

- Withdrawal request were presented to the board for approval.
  - In April the CAC requested up to \$700.00 to offset the costs of Child Abuse Prevention Month Initiative. This includes but not limited to decals, purchasing of banner, mass mailing and giveaways. The Board asked that an itemized bill be presented to them for approval with an exact dollar amount.
    - An itemized list and amounts was provided for a total of \$696.92. The Board approved and motion carried by unanimous vote.
  - A request in the amount of \$239.00 in United Way monies was presented to the Board. The monies are to assist in travel and meal expenses to send the Coordinator to the National Children's Alliance Leadership Conference from June 2 – June 5, 2019 in Washington DC. Through funding support from our state chapter, the Maryland Children's Alliance hotel and registration fees have been covered totaling \$1415.57. The Conference will support the education, leadership, programming and strategies to successfully enhance the KC CAC in reaching full accreditations. The Board approved and motion carried by unanimous vote.

➤ **Director's Report** ( in Shelly Neal-Edwards absence Patty Dahle gave report):

- **Divisional Performance Report –April** reviewed at meeting. No questioned were raised.
- **Reminder:**
  - **MASSB Annual Conference** The Annual Conference will be held on October 24 & 25, 2019 at the Hilton Garden Inn, Solomons Island.
  - **4<sup>th</sup> Annual Senior Summit** – June 6<sup>th</sup>, 2019 – Easton, MD
- **Personnel changes:** The board was notified that the agency has had two personnel changes, 2 retirements, Sheila Rich, Services Division after 30 years and Robin Jamar, Child Support Division after 31 years. The agency is in the process of recruiting for these positions.
- **Additional Topics**
  - **All Staff Event :** Advisory Board members were invited to KCDSS All Staff Event on June 12, 2019, were there will a presentation in the morning and a luncheon on the water to review the Agency Strategic plan and receive an update on MD Think.

➤ The next meeting will be held June 17, 2019 at 3:30pm in the Child Support Conference Room, 315 High Street, Chestertown, MD.

Respectfully submitted,

Patty Dahle, Recording Secretary