

## **Board Minutes**

**September 20, 2005**

The regular meeting of the Board of the St. Mary's County Department of Social Services was held on Tuesday, September 20, 2005. Board members in attendance were: Monika Williams, Chairperson; Erika Patregnani; Melvin McClintock; Darlene Johnson; Clair Kollar; Maureen Johnson. Also present was Ella May Russell, Director and Yvonnia Brown, Assistant Director for Operations.

Monica Williams, Chairperson, called the meeting to order at 5:20 pm. Quorum was established.

### **Minutes**

Minutes from the May 24<sup>th</sup> meeting were approved.

### **Chairperson's Report**

#### **New Board Members**

The three new members to the board—Darlene Johnson, Clair Kollar, and Maureen Johnson—were welcomed to the board. Introductions were made by Mrs. Russell of those in attendance. Each member gave a brief overview of their backgrounds and expectations of the Board.

#### **Meeting Dates**

The Board agreed to continue meetings on the fourth Tuesday of each month at 5:15 PM.

#### **Attendance**

In order for the Board to be able to conduct business a quorum must be present, a minimum of five members must be in attendance to be a quorum. Ms. Williams emphasized the importance of attending meetings.

#### **Areas of Interest**

Board members expressed an interest in educational session for up coming meeting on the following topics of interest.

Child Support – how it works

Adult Foster Care—How families gain care

Hearings—Citizen Review Panel, Citizen Review Board, Child Support Court, etc—which ones can be observed, the schedule

Relationship between local non-profits and the department

Food Stamps, WIC, and Medical Assistance

### **Education Session**

No education session was presented.

### **Director's Report**

Mrs. Russell introduced Yvonnia Brown, Assistant Director for Operations to the Board. Ms. Brown is tasked with the day-to-day running of the Family Investment Programs and Child Support Enforcement. She began with the agency on July 6, 2005. Ms. Brown comes from a varied background in child welfare and family investment in South Carolina.

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### Partnerships with Non-Profits

In response to Ms. Kollar's inquiry of the department's relationship with non-profits, Ms. Russell gave the following examples.

*Local Management Board—Wrap Around Services Delivery.* Ms. Velea Kelley, Team Leader Leonardtown, is on loan to this program. Ms. Kelley previously did this work for four years in Michigan. Teams will comprise of staff from five to seven different departments, which deal with children and their welfare. The cases staffed will be the most difficult and problematic. St. Mary's County is the first in the State to implement this program. This approach will build capacity in the county with the knowledge passed from worker to worker.

*Coach Me Now!* Collaboration of the agency; Department of Rehabilitation; Department of Labor, Licensing, and Regulation, and the Kennedy Institute put together to work with people with disabilities.

### Hurricane Katrina Evacuees

The department saw most of the evacuees from hurricane Katrina in the first week and a half after the hurricane. Evacuees received food stamps (FS), medical assistance (MA), and in some cases temporary cash assistance (TCA). The agency assisted evacuees in receiving or locating other resources needed, such as, in one case the evacuee needed help in obtaining dentures, another needed dental work. Most were staying with relatives or friends. The department has done periodic follow up with the evacuees and encouraged them to file with FEMA on their own or come into the office for assistance. Response from evacuees has been complimentary to staff.

The County government called the Emergency Preparedness Group together for weekly meetings. A County database was developed to track evacuees.

### Calvex

Next week the County will have a Calvex drill. This drill is to simulate responses to an incident at Calvert Cliffs. Representatives from the Federal level will be evaluating the drill. The same processes used in Calvex are used for natural disaster response.

### Personnel Update

The agency is in the process of filling vacancies. The Assistant Director for Communications and Community Initiatives and Business Manager positions are presently at the DHR level to be reclassified.

### Visit of Deputy Secretary Blair

September 22, 2005, Deputy Secretary Floyd Blair will be at the department to meet with the Director, Assistant Director for Operations, and Assistant Director for Services. The purpose is to discuss how the Department of Human Resources (DHR) central can improve service to the local and what DHR is doing that is good.

### Adjournment

With no further business to discuss, the meeting was adjourned at 6:00 pm.

Respectfully submitted,  
Bonnie S. Abell

