

CARROLL COUNTY LOCAL MANAGEMENT BOARD

March 23, 2021 — 8:30 am (virtual meeting)

MEETING MINUTES

I. Call to Order

a. Attendance — 18 total attendees, 9 voting CCLMB members

- i. Celene Steckel and Gabby Kahney (Department of Citizen Services)
- ii. Christina Kuntz (CCLMB Chair, Branch Manager Carroll County Public Library)
- iii. Marie Liddick (Local Behavioral Health Authority)
- iv. Singy Golden and Brian Gass (Department of Juvenile Services)
- v. Casey Staubs (Family Law Administration)
- vi. Katie Kirby (Together We Own It)
- vii. Kathi Green (Carroll County Public Schools)
- viii. Heather Powell (Business & Employment Resource Center)
- ix. Ned Coyne (Carroll County State's Attorney's Office)
- x. Erin Bishop (Boys & Girls Club of Westminster)
- xi. Caren Jagoda and Madeleine Ryan (Carroll County Youth Service Bureau)
- xii. Corey Hardinger (Carroll County Government Grants Office)
- xiii. Amy Baker (Carroll County Health Dept.)
- xiv. Scott Yard (Human Services Programs of Carroll County, Inc.)
- xv. Tammy Black (Access Carroll)

b. Quorum — No.

II. **Welcome and Introductions** — Christina Kuntz, Chair of the Local Management Board, welcomed the group and all participants introduced themselves.

III. **Minutes** — The February 10, 2021 meeting Minutes were approved via email.

IV. **FY22 Community Partnership Agreement NOFA Update — Corey Hardinger**

- a. The FY22 CPA NOFA is underway and is due April 9th. We plan to submit on the 8th at the latest.
- b. Thank you, Katie Kirby, Caren Jagoda, and Madeleine Ryan, for your work on the Program Pages. There is an alignment of the programs this year in that they work with and contribute to the success of one another. These programs allow us to serve families across the lifespan.
- c. We anticipate the Governor's Office for Crime Prevention, Youth, and Victim Services will finish reviewing and ask questions around mid-May.

V. **Coronavirus Emergency Supplemental Funding (CESF) Program Updates**

a. **Boys and Girls Club of Westminster — Erin Bishop**

- i. Use of Funding: Brain Gain Learning Recovery Program
- ii. Statistics:
 1. Originally limited to having 78 children in the center but were able to serve up to 156 when Carroll County Public Schools shifted to hybrid model.
 2. Served 287 unique children from 14 different schools and served over 200 meals per week over the entire period.

iii. Highlights:

1. Over 85% children passed both ELA and Math.
2. A third grader began her own teaching group.
3. A group of 7th grade boys from West Middle received straight A's for the second semester in a row.
4. Run Club kicked off March 22nd and saw 45 children the first day.

iv. Agency Updates:

1. The Summer Camp will look different: it will still run for 10 weeks but the Learning Recovery will be in the morning and the attendees will be limited.
2. CCPS is doing a summer component of Learning Recovery; BGC will partner with them for children that need to be onsite. Bussing will be provided to the BGC center.

b. Carroll County Youth Service Bureau — Madeleine Ryan

i. Use of Funding: Hired an Information Technology Support staff member

ii. Highlights:

1. CCYSB services are running at about 100% with social distancing protocols in place.
2. There were many concerns about the technology functioning properly in the office and in the community; staff now feel more relaxed in knowing someone is available to help.
3. The IT person will start at 25 hours/week and will soon increase to 30 hours/week.

iii. Agency Updates:

1. Connecting Youth: the program is working with 70 kids (the target is 75).
2. Suicide Intervention and Prevention Services: 6-8 clinicians are on call to respond to requests for services in Carroll County.
3. Receiving wonderful feedback from youth themselves; word of mouth has been bringing families to YSB for services.

c. Together We Own It — Katie Kirby

i. Use of Funding: Wraparound Family Services Program with Systems Navigator and shared database

ii. Highlights:

1. This program and the bilingual Systems Navigator, Nelda, have been actively working for a little over a month.
2. Part of the program includes Complye, a case management database capable of making and tracking referrals and showing updates in real time. 5-6 other youth-serving agencies have access to this software.
3. This program has largely served Local Care team families; since its launch on February 15th, it has served 4 families as of this meeting.
4. Anticipate serving about 6 families each month moving forward.

iii. Agency Updates:

1. Have heard great feedback from families regarding this program.
2. Started a LGBTQ+ support group at their center.

VI. Youth REACH MD Update — Gabby Kahney

a. The 2021 Youth REACH Count is all virtual – the survey is online, and youth receive electronic gift cards.

b. There have been multiple challenges from the state down to local communities, including outreach in the community, finding and engaging youth, and youth receiving their gift cards.

c. The Count runs through the end of April, but the timeframe is flexible.

i. ****Since this meeting, the 2021 Youth REACH MD Count has been extended through May 21st.*

- d. If you know of a youth who may be eligible, please refer to the Flyer that was sent after the meeting, or let Gabby know so she can get the youth connected to a service provider.

VII. Race Equity Discussion — Amy Baker

Refer to the following materials which were emailed to the group on 3/29/2021:

Cultural and Linguistically Appropriate Services (CLAS), BHA CLAS Strategic Plan, Promoting Cultural and Linguistic Competency Self-Assessment Checklist, Race Equity and Inclusion Action Guide by Annie E. Casey Foundation

a. How to incorporate racial equity into the work of the CCLMB?

i. How can agencies begin?

1. Consider joining the CLAS and Health Equity Workgroup on the third Thursday of each month at 9 am (email amy.baker@maryland.gov for more information).
2. Consider joining the Carroll Citizen for Racial Equality on the first Monday of each month at 9 am (email gary.honeman@gmail.com for more information).
 - a. On May 14th and May 21st from 9-12 there will be a conference presented by the CCRE including Ms. Judy Jones.
3. Bring staff together to discuss CLAS and health equity; complete agency self-assessment tools (Promoting Cultural and Linguistic Competency Self-Assessment Checklist/pages 32-33 of BHA Strategic Plan).
4. Create a strategic plan and regularly review progress made on that plan.
5. Inform community stakeholders (agencies and community members alike).

ii. What is the CCLMB's role/next step?

1. Consider utilizing self-assessment tools.
2. Consider attending the two-day conference offered by the CCRE on May 14th and 21st.
3. Identify the steps we know we want to take:
 - a. Provide trainings and invite various members of the community.
 - b. Engage stakeholders and community leaders.
 - c. Become informed by having County staff sit on the CCRE or HE Workgroup.
 - d. Revisit and discuss race equity at every CCLMB meeting.
4. What fits in with our strategic goals?
 - a. Programs must show they understand equitable outcomes and prove their programs are equitable.
 - b. Highlight equity data and dig into the "Why?" and "What can we do?" behind it
5. Other considerations:
 - a. Are we including diversity in general and people of different populations in these discussions with community leaders? Heather Powell will be included in developing trainings to ensure individuals with disabilities are also included.
 - b. Must hear from our under-served populations – for example, the Partnership for a Healthier Carroll County completed their Needs Assessment, and the population surveyed was comprised of mostly White non-Hispanic women.

Meeting adjourned at 11:30 am.

The next general meeting of the CCLMB will be held **May 18, 2021 at 8:30.**

Location details/meeting links will be shared closer to that date.
