

**Kent County Department of Social Services  
Advisory Board Meeting Minutes  
February 19, 2019 3:30 PM**

**Present:** Beverly Birkmire, Olythea Hunley, Charlotte Potts, Tracy Williams, Shelly Neal-Edwards, Patty Dahle (scribe)

**Absent:** Karen Dioniosi, Bob Jacob, Kevin Karpowicz, Rosalie Kuechler, William Washington

**Presentation:** Rachel Boyle, CAC Coordinator presented on upcoming initiatives for Child Abuse Awareness and Prevention month, which is April. A list of projects she is currently working on was distributed.

**Chairperson's Report :**

- Unable to approval minutes from February 19, 2019 meeting as the number of attendees did not constitute a quorum. Will need to approve February minutes at the April 15th meeting.

➤ **Kent County CARES Foundation**

- Rachel Boyle new CAC coordinator will be attending the March meeting. She is currently working on events for April for Child Abuse Awareness month. Radio Commercial will be aired in April on WCTR as well as an lunch interview.

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

- **Divisional Performance Report –February** reviewed at meeting. No questioned were raised.
- **SNAP Project update due to Federal shutdown** – Shelly explained that SNAP recipients received their March benefits on the 6<sup>th</sup>. April will be back to the normal schedule. This was all do to the Federal shutdown. Source was located and the agency was able to put together 30 bags of canned and non perishable items to give to out to people in need.
- **Budgets** – FY close out of FY2020 approved. FY2021 budgets are in the works.
- **MASSB Annual Conference-** Information was shared with the board. The Annual Conference will be held on October 24 & 25, 2019 at the Hilton Garden Inn, Solomons Island.
- **Additional Topics** – Charlotte Potts will be staying on for a second term starting in June.

➤ The next meeting will be held April 15, 2019 at 3:30pm in the Child Support Conference Room, 315 High Street, Chestertown, MD.

Respectfully submitted,

Patty Dahle, Recording Secretary