Kent County Department of Social Services  
Advisory Board Meeting Minutes  
January 21, 2020

Present: Kevin Karpowicz, Beverly Birkmire, Olythea Hunley Charlotte Potts, William Washington, Tracy Williams, Julie Handzo AD Family Investment for Shelly Neal-Edwards 

Absent: Bob Jacob, Shelly Neal-Edwards, Patty Dahle (scribe)

Presentation: Family Investment and Emergency Services

Chairperson’s Report:
- Approval of minutes from November 18th, 2019 meeting. Motion to approve made by William Washington and second by Beverly Birkmire motion carried by unanimous vote
- Announced that Patty Dahle was at training today and Shelly Neal-Edwards had a meeting with the secretary. Julie Handzo Assistant Director of FIA will be assisting and taking notes.
- It was announced that Patty Dahle has begun a new position in the agency and will no longer be Board Secretary. Recruitment for a replacement is taking place.
- Chairperson introduced Caitlan Gartland as potential new board member. She gave a brief bio to the board
- Recruitment Strategy:
  - Will be pushed in March & April during Child Abuse & Elder Abuse months.
  - A Heron postcard was distributed for review. This will be sent as donation letter to community on reverse side, from CARES foundation and advisory board.
- The Chairperson reported on several statistics for Kent County that he got from the United Way website:
  - 34% single parent households
  - 14% grandparent households
  - 12% poverty rate for Kent, State of Maryland is 9%

United Way website reported about ALICE families (Asset limited Income Constrained Employed) a study of financial hardship in Maryland. Information is available at the state and local level.

➢ Kent County CARES Foundation
  - Dr. Karpowicz’s daughter is working on website design
  - Discussed how to get CARES fund name on list for funding sources like Emmanuel Church & American legion.
  - Photo of new board member appointments should be sent to newspaper.

➢ Director’s Report:
  ➢ Divisional Performance Report –November and December were reviewed by attending members. No questions asked.
  ➢ Technological Events – FIA – E&E program (TCA, SNAP and Medical) Kent will be the first to pilot the program in March or April of 2020.
  ➢ Summer SNAP- Application was approved (now on hold) Julie thanked County for their support of this application.
  ➢ Staff Changes - Recruitment is underway for several vacant positions throughout the agency.
  ➢ Additional Topics –
    - Leadership Group Project – Julie talked about Leadership project; team reported out to management team, plans are underway. Agency is very excited.
    - Foster Care Cases – Dr. Karpowicz discussed the importance of Kent County not having no new Foster Care Cases for over a year
    - Board Application Review - David May is still interested, but cannot do the two Tuesday meetings that occur throughout the year. He has a prior board meeting those dates. The group voted to unanimously approve Caitlan Gartland and David May applications.
Motion to Adjourn: With no additional business at hand, a motion to adjourn was made by William Washington at 4:33pm, seconded by Tracy Williams. Motion carried by unanimous vote.

The next meeting will be held Tuesday, February 18, 2020 at 3:30pm in the Child Support Conference Room, 315 High Street, Chestertown, MD.

Respectfully submitted,