

**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 18<sup>th</sup>, 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,