

**Kent County Department of Social Services**  
**Advisory Board Meeting Minutes**  
**October 17, 2022**

**Present:** Beverly Birkmire, Mary Adda Moore, Portia Turner, Catherine Boyer-Sterling, Sara England Cunningham, Vienna Walker, and Shelly Neal-Edwards

**Absent:** Bob Jacobs

**Budget Presentation - Vastina Fisher**

- Overview of FY 23 Operating Budget and programmatic funding.

**Chairperson's Report:**

- Approval of minutes from September 19, 2022.
- MASSB Conference Update - Shelly and Beverly reviewed details from the MASSB Conference. Notes from the meeting were provided to the members.
- Standing Committee Reports/Recommendations
  - Funding Raising Event -
    - Planning will include a marketing strategy, designing flyers, posting for CARES events, how to get the word out, possibly using the billboard by Peoples Bank.
    - Portia and Sara met with Red Acres and Minarys Dream Alliance. Met with Paul Tue who had dates available for April. A donation to Minary's Dream Alliance would be appropriate for the venue. Could possibly use licensed food trucks set up outside the building. Could also get vender's to pay for a table at Minary's. The location can hold up to 20 tables. Portia will talk to Dancella about arrangements of food trucks. Minary's are willing to help with the event to connect with the community and get people to attend. Portia suggests a minimum donation of \$10 minum for all attendees.
    - Red Acres charges 25% of the ticket profits total revenue. They provide chairs and tables. Don't provide bathroom facilities. That can be expensive. The food is separate. Could ask vendors for food and drinks to donate some of the profit.
    - Portia will need more information regarding CAC in order to promote to the community and seek participating singers for the event. It was suggested the Board meet with Margaret and Kathryn to review unmet needs in the CAC and review CAC and adult services. CAC could possibly prepare a slide show to present at the event.
    - Beverly made a motion to hold the event on April 22nd at Minary's Dream. Sara approved the motion and Catherine second. All were in favor.
- CARES Foundation Budget - The budget provided by MASSB was reviewed. Beverly made a motion to approve the budget and Sara seconded. All in favor to approve.
- Board Member Resignation - David May resigned from the board last month. Attempts for new recruits are in process.
- Homeless Coalition - Beverly reports Caitlan's concerns about the Homeless Coalition and the article in My Eastern Shore.
  - Comment that DSS had closed cases for 2 individuals which is not true.
  - There were comments about the barriers to getting into the cold weather shelter which is also not true. The shelter is low barrier.
  - Father apologized during the Homeless Conference on Thursday, October 13, 2022.
- "Together we Rise" - Sara inquired about this program. DSS has a foster program within the agency.
- Advisory Board Holiday Dinner - Since the board does not meet in December Portia would like to arrange a holiday dinner with members. Jen will help with the planning and report at the next meeting.

**Director's Report:**

- **The Divisional Performance Report** – Child Support has continued to be a challenge for obtaining accurate numbers. Clients are reporting suspended drivers licensing, suspended passports, delay in payment all due to system challenges. FIA numbers will increase in the next few months after Emergency Assistance through the American Rescue Act is discontinued September 30th. Services has 12 foster children including 3 in voluntary placement and working towards reunification. The agency currently works with 6 foster homes within the county.
- **September 20th** - The agency held an All Staff meeting on September 20th at the YMCA. Jerri Taylor from Lion Heart Medicare presented her services to seniors and advocating their Medicare benefits
- **YMCA Partnership with KCDSS staff** - The YMCA is partnering with KCDSS to offer a group membership discount.
- **KCDSS CIP Monitoring Meeting** - Meeting was held virtually on September 29th. Circuit Court Judge and staff, attorneys, CASA and DSS were in attendance. Reviewed the progress of the headline indicators for KCDSS. Continue to meet with the courts once a month to review permanency. We are seeing progress.
- **Maryland Charity Campaign** - During the months of October through December employees are encouraged to donate towards a charity of their choice. As an agency we hold a kick off and rally to get them involved. The Advisory Bd has offered to participate with the MCC Committee to obtain gift certificates from local businesses to incorporate into weekly drawings of participating staff members.

The next meeting will be held on Monday, November 14, 2022 at 3:30pm. The committee will be meeting in person in the Child Support Conference Room. Child Support is presenting .

Respectfully submitted,  
Jen Cole, Executive Assistant