

**Kent County Department of Social Services
Advisory Board Meeting Minutes
July 18, 2022**

Present: Beverly Birkmire, Caitlan Gartland, Mary Adda Moore, Portia Turner, Shelly Neal-Edwards and Jen Cole

Absent: David May, Dr. Angela Holocker, Sara Cunningham, and Bob Jacobs

Kent Goes Purple - Beverly Birkmire

The Kent County Sheriff's Department partners with the Chestertown Rotary Club and Kent County Health Department to promote substance abuse awareness during the month of September. Local businesses change their lights to purple, the date to be announced for a 5K color run at Wilmar Park, and coordination of a speaker or event at the High School and/or Middle School.

Chairperson's Report:

- Approval of minutes from June 22, 2022.
- Standing Committee - Reports/Recommendations
- Strategic Planning - It was suggested to reach out to United Way, Upper Shore Aging, Minary Dream and the Health Department to recruit representatives. Shelly will reach out to Bill Webb from the Health Department and Doncella From Minary's Dream. Beverly will reach out to Mavis Jones. The board will move forward with fundraising planning and strategic planning once vacant positions are filled. Possible fundraising ideas discussed are holding a holiday or spring dinner event with local singing groups at Minary's Dream or another available local facility.

Director's Report:

- **The Divisional Performance Report** - The new CSMS system is experiencing some challenges with the collection of data for Child Support and FIA is also experiencing challenges. July and August will be available for the September meeting. Services are doing well with 12 foster children and 5 homes.
- **MD Think CSMS - Child Support Management System** - The system kicked off June 21st and has many deficiencies to be tackled by the state.
- **Outreach Events**- Kent County 4H Fair - July 21st - 23rd. Portia and Beverly have offered to attend the fair as board member representatives.
- **Staffing Update** - The Services division is fully staffed at this time with the newest members. Kristina from Talbot filled the Supervisory position. Cassie and Solomen are conducting in home visits and in takes.
- **COA Virtual Accreditation** - The agency had their virtual accreditation review last week. The areas for improvement are a Succession Plan and Annual Plan. We are waiting on the COA report to begin working on corrective actions.
- **OIG Site Visit** - Office of Inspector Generals site visit began 7/18/22 and will continue for the next few months. The last site visit was prior to COVID, divisions anticipate some findings through this process.
- **Not Hotline for Protective Services** - A new hotline will be launched in August for Child and Adult Protective Services.

The next meeting will be held on Monday, September 19, 2022 at 3:30pm. The committee will be meeting in person but also have virtual as an option. CAC will be presenting, Shelly will arrange for a tour of the CAC office and possibly hold the September meeting there.

Respectfully submitted,
Jen Cole, Executive Assistant