

St. Mary's County Department of Social Services
Board of Director's Meeting Minutes
December 15, 2015

Attendance: Board Members in attendance were: Wanda Brown, Chair; Susie Fowler, Vice Chair; Rose Frederick; Ella Somerville; and Annette Wood. Also present, Ella May Russell, Director.

Quorum: A quorum was established.

Minutes: Minutes from October 27, 2015 approved

Education: Education session will be presented at the January meeting

Chair's Report: The Chair presented with questions regarding security, given recent national crime issues, at both the Leonardtown and Lexington Park DSS offices. The question was asked as to an emergency plan for the agency. The Director explained that there is an emergency plan in place in both offices and that all staff are trained in emergency preparedness. An explanation of the use of agency panic alarms was also given.

Director's Report:

The Director reported that with the upcoming retirement of Jeanne Schmitt, Assistant Director for Services, that the agency has begun the recruitment process for this position. Jeanne has been with St. Mary's County DSS for 16 years. Interviews are currently being conducted for other vacant positions.

The agency submitted Key Accomplishments for FY2015 to the Secretary. Copies were distributed to board members. This information will be used by the Secretary when he goes before State legislators.

The Health Enterprise Zone (HEZ) was discussed. It was asked how this program could benefit school children, specifically in Lexington Park area. The topic of the need for HEZ to connect with the SMCPS principals was discussed. The Director will be in contact HEZ representatives to assist with this connection.

Some DSS employees and supervisors attended a motivational training. The training was reported to be outstanding by those attending. The focus was on communication with co-workers, the community and customers. All DSS employees will eventually attend this training.

New Business: No new business was discussed Meeting adjourned at 6:05pm

