# **Board Minutes December 7,2004**

The regular meeting of the Board ofthe St. Mary's County Department of Social Services was held on Tuesday, December 7, 2004. Board members inattendance were: Katz Springer, Chairperson; Monika Williams; Patsy Davidson, Erika Patregnani, Melvin McClintock, Vice Chairperson, Katie Danko; and DrewHardgrove. Also present was Ella MayRussell, Director; Roberta Loker, Assistant Director for Communications and Community Initiatives; Jeanne Schmitt, Assistant Director for Services; KerryMiccioto, Family Services Supervisor.

Katz Springer, chairperson, called the meeting to order at 5:20 pm.

### **Minutes**

Minutes from the September 23, 2004, meeting were approved.

### Chairperson'sReport

Ms Springer reminded the board of MASSB Winter Meeting, Anne Arundel County, January 22, 2005, details would follow at a later date.

### **Election of Board Chairperson and Vice Chairperson**

Monika Williams was electedchairperson and Drew Hardgrove was elected vice chairperson. Their term beginsimmediately following the close of this meeting.

### EducationSession

Jeanne Schmitt Assistant Directorfor Services provided information on the HMIS – Homeless Management InformationSystem. HUD has mandated that all organizations that receive federal homelessfunds must participate in the HMIS. Thisautomated system will enable providers of services to the homeless the abilityto track individuals throughout the southern Maryland area. Another benefit of the system will be theability to see the availability of beds at local shelters and to "reserve" abed. Ms Schmitt provided the board withan info sheet on the HMIS and statistics about the homeless being served in St.Mary's County.

## **Director's Report**

#### PersonnelUpdate

Mrs Russell announced that thehiring freeze had been lifted by the state for child welfare positions in theagency. The interview and the selectionprocess is ongoing. The agency is stilltrying to fill an Assistant Director for Operations position and a team leaderposition.

Mrs Russell introduced Ms KerryMicciotto as the new Family Services supervisor who comes to the agency fromBaltimore County DSS.

## Leadership in Action

Mrs Russell continues to attend the 2-day bi-monthly sessions as the group designs how the program will be configured in St. Mary's County.

# County Drug and Alcohol AbuseCouncil

Gov. Ehrlich has established aMaryland Drug and Alcohol Abuse Council to coordinated substance abuseprevention, intervention and treatment services and improve the criminal

justiceand correctional systems' links to these services. The state council will develop a twovearplan of strategies and priorities for delivery and funding of services.

At the local level, each county isto establish its own Drug and Alcohol Abuse Council where they will developtheir own strategies and priorities for their jurisdiction's two-year plan. Mrs. Russell has been appointed to thiscouncil. Their first meeting was onNovember 22, 2004 where the council members were formallycommissioned.

# Audit Follow-UpVisit

The DHR Office of the InspectorGeneral is conducting their regularly scheduled follow up review of the corrective action plans the Department developed as a result of last year's audit. Their exit conference is scheduled for December 10.

### **Assistant Director's Report**

# **Christmas Caring**

Approximately 170 families stillneed to be "adopted" for Christmas. TheCounty's Office of Community Services matches volunteers who adopt needyfamilies for Christmas. Social Servicesprovides the families and Community Services matches them withsponsors.

# Food Service Program with College of Southern Maryland - update

The start up date was moved fromOctober to late January 2005. Will keepthe board updated on its success.

#### C-SAFE - Collaborative Supervisionand Focused Enforcement

Ms Loker updated the board on theDepartment's involvement in this effort to reduce recidivism of criminaloffenders living in the Lexington Park area. The DSS role is to provide employment services to the ex-offenders, linking them to job readiness workshops and job placement. Giac Tran our employment specialist, who ispart of the C-SAFE team, has been an enthusiastic member of this team and hasplaced 5 individuals into jobs.

### Adjournment

With no further business to discuss, the meeting was adjourned at 6:10 pm.

Respectfullysubmitted, Robbie Loker