

St. Mary's County Department of Social Services  
Board of Directors Meeting Minutes  
December 16, 2014

**Attendance:** The regular meeting of the Board of the St. Mary's County Department of Social Services was held on December 16, 2014. Board members in attendance were: Wanda Brown, Lynn Fitrell, Rose Frederick, and Ella Somerville. Also present Ella May Russell, Director. Absent: Susie Fowler, Cynthia Brown, Richard Buckler, Leisha Wood.

**Quorum:** A quorum was not present for the December 2014 meeting. No business was conducted or discussed.

**Minutes:** Quorum was not present for September, October and December 2014 meetings--minutes for May 27, 2014 and October 28, 2014 could not be approved.

**Education:** No Education session.

**Chair's Report:**

Wanda Brown, Chairperson: At the January 2015 meeting the Board will discuss sending a letter to the County Commissioners concerning four upcoming Board vacancies in June 2015.

Ms. Brown reminded Board members of the coat drive at the Lexington Park Methodist Church.

**Director's Report:**

Ella May Russell, Director: Department of Human Resources was awarded the Casey Excellence for Children Award for Child Welfare Leader. This award from the Casey Foundation was for the reduction of children in Foster Care.

The State received an IVE Grant for a project on foster children who re-enter the foster care after case closure, to be completed in January 2015. It will look at the date a child entered foster care, their age, circumstances, when they left and when they re-entered for the last six months. A committee will be formed which will include line staff, supervisors, myself and Jeanne Schmitt, Assistant Director for Services.

Joanne McDonald, Assistant Director for Family Investment is retiring. Recruitment will begin in January. The State has initiated an automated personnel system which is complex and is delaying hiring process until after January 7<sup>th</sup>.

The agency has not experienced any problems with the Maryland Health Exchange. The four staff hired have impressed DHR with their skills.

River Bay Townhouses – The agency learned on December 12, 2014, that several families living in River Bay had their water cut off by METCOM. METCOM began billing River Bay Townhouse directly for the individual bills of the occupants. River Bay then distributed the billing to each tenant by taping bills to the doors that were to be paid to River Bay who would then in turn pay METCOM. The

agency initiated a meeting between the Housing Authority and Legal Aide to review this process. The agency also contacted METCOM concerning the families who had been terminated and negotiated payment directly to METCOM for those families. The agency and Dennis Nicholson, Housing Authority, met with River Bay Representatives. River Bay receives federal tax credits for low cost housing. Dennis Nicholson and Mrs. Russell will meet with METCOM. Kerry Miciotto, Team Leader for Lexington Park will work with the management and tenants of River Bay on communication.

The request for more space and renovations for the Lexington Park office will go before the Board of Public Works December 17<sup>th</sup> in Annapolis. Renovations should begin in February or March.

**New Business:** No new business.

Meeting adjourned at 6:55 PM.

The next meeting will be on January 27, 2015.