

St. Mary's County  
Board of Directors Meeting Minutes  
May 23, 2017

Attendance: The regular meeting of the Board of the St. Mary's County Department of Social Services was held May 23, 2017.

Board Members in attendance: Rose Frederick, Richard Buckler, Lynn Fitrell, Rose Fenwick, Ella Somerville, Annette Wood, Wanda Brown, Michael Blackwell and Susan Fowler.

Also present: Ella May Russell, Director and Lisa Ford, Assistant Director for Services

Quorum: A quorum was established.

Minutes: March 28, 2017 minutes were approved

Education Session:

The education session was presented by Lisa Ford, Assistant Director for Services. Ms. Ford introduced herself to the board and gave a detailed description of her background. She detailed the various positions she has held in the past including her child welfare career which began in 1989 as a case worker after she graduated from college. Shortly after, she was promoted to supervisor of Allegheny County, Pennsylvania child services. Ms. Ford was the Director of a regional office as well as experience with working for a non-profit, in-home clinical programs, Kinship training and an extensive HR background. Ms. Ford moved to St. Mary's County from Pittsburgh, PA as she found the position of Assistant Director of Services would be a new challenge. She describes herself as level headed, a leader and a project manager.

Chair Report: The Chair has no report but discussed the term dates of board members. A list of term dates was provided as well as an update of board members contact information.

Director's Report:

Director Russell reported that the agency has hired an Assistant Director for Quality Assurance, Alexis Zoss. Ms. Zoss will begin her position June 7, 2017. She has worked previously with SMC DSS as the Assistant Director for Services. Her most recent position was held in the State of California working for the child welfare system.

Stacy Haynes has been hired to fill the position of Human Resources Manager. Mable Bailey will be retiring from the agency as of July 1, 2017. Mrs. Haynes has an extensive HR background and was previously working for the education system.

Almost all vacant positions within the agency have been filled.

Tammy Loewe, Leonardtown Team Leader has left the agency to become the Director for Behavioral Health Management for the SMC Health Dept.

The agency is currently in the process of accreditation of the Child Advocacy Center (CAC)

The County Commissioners are working with Health Management Associates to complete a GAP Analysis Survey of the needs of St. Mary's County residents. Several community partners met with HMA representatives to discuss topics such as transportation, mental health needs and needs of the elderly population to name a few.

Jennifer Charlton, Director of Regional Community Outreach, DHR, met with the Director and Management staff to discuss community needs and needs of the agency. Ms. Charlton has since followed up with Mrs. Russell with several topics she would like to further discuss including the use of social media and specific customer data.

Michael Blackwell spoke briefly to the board about "The Little Free Pantry" and stated that he would send out more info to those interested. He thanked board members who work for the school system for their recent support with issues the Libraries have recently faced. He briefly touched on Youth Mapping, Lunch & Learn and Books on the Bus. Wanda suggested the board organize a book drive to assist with programs.

Before the meeting ended, it was suggested that the board vote on Election of Officers. It was unanimous that Rose Frederick continues as Board Chair and Susie Fowler continue as Vice Chair.

The meeting was adjourned at 6:30pm

The next meeting is scheduled for Tuesday, June 27, 2017.  
N. Sacks