

MONTGOMERY COUNTY BOARD of SOCIAL SERVICES
December 4th, 2023 | 4:00 PM – 6:00 PM
HELD VIRUTALLY
MEETING AGENDA

Board Members

HHS and Council Staff

Name	Title	Present	Name	Title	Present
Brandon Bragg	<i>Chair</i>	x	Oscar Mensah	HHS Staff	x
Vacant	<i>Vice Chair</i>		Hannah Shaw	HHS Staff	x
Michelle Levy	<i>Secretary</i>		Logan Anbinder	Council Staff	x
Kendell Battle	Member	x	Caroline Davenport	Council Staff	x
Vacant	Member				
Swapnika Madhavaram	Member	x			
Loveline Tangwan	Member				
Vacant	Member				
Dawn Luedtke	Member	x			
Vacant	Member				
Vacant	Member				
Vacant	Member				

I. CALL TO ORDER

- Called to order by Chair B. Bragg at 4:15 pm

II. READING AND APPROVAL OF PREVIOUS MEETING MINUTES

- October: motion to approve by D. Luedtke, seconded by B. Bragg.

III. REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES

- Chair, Co-Chair and Secretary: no report outside of the items under unfinished and new business
- Outreach and Communication Committee: none
- Legislation Committee: working on bill tracking spreadsheet now. Committee Chair D. Luedtke reviewed how bill submission works for County Council.

IV. UNFINISHED BUSINESS AND GENERAL ORDERS

- Elections for Vice Chair: link sent (via Teams chat and email) and will remain open through end of meeting.
- Vacancy Updates and Recruitment Efforts:
 - From H. Shaw:
 1. The vacancy announcement for the general public positions (7 total vacancies) was posted on the County BCC website in October and closed November 6th. At least 1 person was interested as we received an inquiry with additional questions, and we are currently waiting to receive the full list of applicants. Once that is received, a check will be made to ensure the applicants are County residents and then interviews will be scheduled (board members will be contacted about serving on the interview panel(s) once the list is received). If there are still vacancies afterwards, the posting will be made again.
 2. A review of how applications are received/new members join the board: specifically for our board, 1 position is a County Council position where a

councilmember is appointed to the board, 12 positions are general public positions where County residents can apply to serve on the board. Vacancy announcements are placed on the main board website for approximately 30 days during which applications can be submitted. When the posting closes, applications are gathered and reviewed by the Office of the County Executive and then given to board staff to review and schedule interviews. Board staff reviews the applications to ensure that all applicants are County residents and then contacts the applicants to schedule interview. Interviews consist of ensuring that applicants understand what the board does and the expectations of serving a full term and allows applicants to ask questions about the board and its duties. Board members serve on the interview panel with board staff present. Applicants are then recommended by the board to the Office of the County Executive.

- Suggestion from K. Battle that the board make an effort to advertise for board vacancies rather than waiting for the public to see the announcement on the County website. Response from B. Bragg – that suggestion ties into the Action Items bullet under New Business, lets table a discussion on this until we get to that item.

V. NEW BUSINESS

- Board Website
 - From H. Shaw: the board website is up and running (<https://www.montgomerycountymd.gov/boards/sites/social-services/index.html>). The website contains information on the background of the board and how it was initially formed, agendas and minutes from past meetings (these are and will continue to be updated by the HHS staff monthly, as board meeting occur), board member information and contact information for the board. The site is linked to the main BCC site and can be searched online by the board name. Images can be added to the site but there are limits as any additions must be ADA compliant.
- Board Member Training
 - From H. Shaw: board members are required to take several trainings which include Ethics Law training, Open Meeting Acts Training and Parliamentary procedure. The BCC member informational sheet (which includes training links) will be sent to all members, and I will reach out individually to those who have not completed the training. If you previously completed the training but did not save your certificate, you will need to complete the training again.
- Action Items from the 10/12/23 County Council meeting
 - Inviting other board chairs to meetings: mission on disabilities as a great way to start
 - Inviting the public to participate in meeting to gage the impact that we're having
- Election Results and next steps
 - Not all members on the call have voted at this time and additional votes are needed as the votes are currently tied. Ask made if results should be postponed until the next meeting to allow members to vote to break the tie. Decision made in favor of that.
- Letter of Support – County Bill Voluntary 911 Registry
 - From D. Luedtke: this bill seeks to establish a voluntary registry for emergency 911 calls to enable the public to opt into providing specified personal and medical information that could assist emergency responders. Similar programs exist in other

jurisdictions and aim to assist emergency responders in providing appropriate responses especially for persons with mental disability or other health conditions.

- Motion to write a letter of support for the bill from the board – motion brought by K. Battle and seconded by B. Bragg
- For additional information about the bill, please see the following Press Release from 12/4/23:

https://www2.montgomerycountymd.gov/mcgportalapps/Press_Detail.aspx?Item_ID=44423&Dept=1

VI. **ADJOURNMENT** – Call for adjournment requested by B. Bragg. Motion by D. Luedtke and seconded by K. Battle. Meeting adjourned at 4:43 pm.

Next meeting: *Monday, January 8th, 2023; 4:00PM – 6:00PM* (Virtual – Microsoft Teams)