

Montgomery County Community Action Board Meeting  
February 26, 2019  
1401 Rockville Pike, Room 3603

**MINUTES**

**CAB Members Present:** Isaac Osei Asare, Mary Bennett, Valerie Chatfield-Smith, Lisa Conlon, Lisette Engel, Janice Freeman, Gail Gunod-Green, Laura Irwin, Ron Jennings, Tiffany Jones, Will Kenlaw, Agnes Leshner, Pamela Lockett, Myriam Paul, Steve Ruffin, and Zelda Wafer-Alonge

**CAB Members Absent:** Jackie Dennard, Mike Subin, and Zelda Wafer-Alonge

**Staff:** Sharon Strauss, Charlene Muhammad, Aizat Oladapo, Leah Goldfine, and Verna Washington (MCPS Head Start)

**Guest:** Beverly Coleman

**Call to Order:** The meeting was called to order at 7:00 pm.

**Consent Agenda**

Mary moved to approve the consent agenda. Agnes seconded the motion and all voted in favor. The consent agenda included the following documents: minutes from the January 2019 CAB meeting, meeting evaluations summary from the January 2019 CAB meeting (email only), Executive Director's report, Head Start report, P card statements and grant update (email only), Contracts report, Food Council report, Staff Liaison's report (email only), and the following documents were email only:

- Testimony: SB262 – EITC Expansion – Calculation and Refundability
- Testimony: SB263 – EITC Expansion – Eligibility and Refundability
- Testimony: HB338 – Summer SNAP for Children Act
- Testimony: SB456 – TCA funding
- Testimony: HB810 – Child Care Tax Credit
- Testimony: HB241 – Vehicle Laws – License and Registration
- Testimony: SB231 – Marriage Age
- Advisory Committee on Consumer Protection report
- Parks and Recreation report
- MCAP Impact Report
- CAI Workshop Evaluations Summary
- CAB Report for Quarterly BCC Leadership Meeting

**Head Start Updates**

In addition to her written report, Charlene shared that Head Start programs must participate in EXCELS. Judy Center and full-day PreK+ classes went through EXCELS already and now the remainder of the classes must participate. Charlene noted that there is a new accreditation

process for three-year olds as well. A consultant will be hired to assist with the accreditation process.

Verna Washington shared a presentation about the Early Learning Assessment results. She explained that MCPS does the Kindergarten Readiness Assessment at the beginning of the school year with a sample of students. This year, 38 children from Head Start programs were assessed. Verna explained that this is an observational test that is conducted at one point in time. This is baseline data and new data will be available in the spring. While more data is available today than in years past, Charlene noted that it would be helpful to have data on Head Start three-year olds who then go on to the four-year-old program.

Verna explained that the ELA is research-based and has been adopted by the state. It meets the federal requirements for Head Start. All information is maintained on Performance Matters and can be used for the entire three-year grant cycle. A question was asked about tracking students in the future in higher grades. The data can be tracked through Performance Matters and could be used in the future for advocacy and other purposes. Another question was asked about training and oversight for teachers. It was noted that teachers receive 25 hours of professional development and training is available for instructional specialists as well.

Verna and Charlene reported that there is an innovative program at two Title I schools, Arcola ES and Roscoe Nix ES. The new program will include a year-round school year. Since there are 60 Head Start/PreK spots at these schools, MCPS has an earlier deadline of July 8 for full enrollment of these classes.

### **CAB Updates**

The Board members reviewed the draft letter to Councilmembers with the Board's key priorities for early childhood education. A discussion followed about whether or not to recommend that funding required by Kirwan go the Community Action Agency. Board members determined that they should not specify which agency should oversee the funds at this time. It was suggested that the statement include language specifying that funds go to "either a quasi-governmental entity or a nonprofit entity." Pam moved to approve the list of recommendations with the edited language included. Agnes seconded the motion and all voted in favor.

Staff and Board members provided updates on recent meetings with County Councilmembers. The goal is to build relationships with elected officials. It was recommended that prior to any upcoming meetings, staff and Board members review the Committees a given Councilmember sits on and review their websites for key issues.

### **Executive Director's Updates**

Sharon reported that the MCAP Legislative Day focused on requesting funding for two-gen programs in the state. There is very little revenue in the state this year. MCAP members will send letters to Governor Hogan to request that he add a special appropriation for two-gen work.

Sharon reported that over 30 partners attended a meeting at TESS to discuss the Center's facility needs and community needs, including who the agencies serve, how residents have their needs

met, and what resources are needed in the community. Sharon plans for the Community Needs Assessment to reflect data from other agencies.

Pam recommended that the Board should consider doing the “Walk a Mile” program again where elected officials are paired with lower-income residents to learn about the challenges they face. The Board will consider this proposal at a later date.

Sharon reported that Abiola Abodunrin, VITA Program Specialist, has resigned. Staff and volunteers are stepping in to ensure that the remainder of the tax season is successful.

**Contracts**

Aizat reported that monitoring visits continue and should be concluded soon. Current partner ACT will not reapply for funding until 2021. The YMCA will not receive a new contract, even though the scope of their services has changed. CMT has requested that older contracts with more than 15 amendments should have a new contract developed.

Aizat reported that she is now a Board member for the Food Council. Aizat provided an overview of the Pathways to Excellence Program, which is an optional self-study for CAAs. The study looks at an agency’s processes through the Organizational Standards. The self-study will focus on two Organizational Standards, Leadership and Customer Focus. The agency will need to do a profile narrative of what we do and what we are trying to do. Some of the information can be included in the Community Needs Assessment

**Announcements**

Lisa reported that Head Start/PreK registration starts March 1.

**Adjourn:** The meeting was adjourned at 8:20 pm.