

APPROVED OCTOBER 25, 2022

Montgomery County Community Action Board
Virtual Meeting
June 28, 2022

MINUTES

CAB Members in Attendance: Elaine Carballo, Valerie Chatfield-Smith, Lisa Conlon, Erika Conner, Lisette Orellana Engel, Denise Fredericks, Jeffery Johnson, Tiffany Jones, Will Kenlaw, Danette Lawrence, Pamela Luckett, Eneshal Miller, Timothy Robinson, and Claudia Simmons

CAB Member Absent: Candace Groudine, Myriam Paul, Mike Subin, and Zeldia Wafer-Jones

CAA Staff: Sharon Strauss, Charlene Muhammad, and Leah Goldfine

Guests: Betty Lam and Richon Nembhard

Call to Order: The meeting was called to order at 6 pm.

Special Presentation: Guaranteed Income Pilot

The meeting began with a special presentation about the County's new Guaranteed Income Pilot Program, which was led by Richon Nembhard from DHHS and CAB Member Pamela Luckett.

Consent Agenda

Tim moved to approve the consent agenda and Erika seconded the motion. All voted in favor. The consent agenda included the minutes from the May 10 and May 24, 2022 meetings; meeting evaluations summary from the May 10, 2022 meeting; Executive Director's Report; Head Start Report; Head Start Report; Head Start FY22 carryover request; Head Start Cost-of-Living Adjustment (COLA) and Quality Improvement Funds; Head Start Transportation Waiver; Contracts Report; Staff Liaison's Report; TESS report; VITA report; Office of Consumer Protection updates; CAI wrap-up survey results; and a Community Needs Assessment planning document.

CAB Updates

Staff recognized outgoing Chair Tiffany Jones and outgoing Vice Chair Lisette Orellana Engel for their extraordinary leadership. Both Tiffany and Lisette have served in their roles for two years and Tiffany previously served as Vice Chair for two years. They have both testified on behalf of the CAB on numerous occasions and played vital roles in the board's advocacy and its Community Advocacy Institute.

Betty Lam joined the board to install the new Executive Committee members. The FY23 Executive Committee includes:

Chair: Dr. Jeffery Johnson

Vice Chair: Zelda Wafer-Jones

Secretary: Myriam Paul

At-Large EC Members: Lisa Conlon, Erika Conner, Pamela Lockett, and Mike Subin

The board discussed the requirement to have a representative on the Advisory Committee on Consumer Protection. Timothy expressed his interest in this role and requested additional information.

Board members were reminded to submit their reimbursement request forms for the entire year as they are due before the end of the County's fiscal year (June 30).

Executive Director's Report

Board members received a detailed written report with updates on the agency. Sharon discussed the agency's plans to spend down CARES funding. Funds have been allocated for the Community Needs Assessment and the Self-Sufficiency Standard update. With regard to budget planning, Sharon noted that the County is aware of the Board's request to convert longtime broker positions to permanent merit staff. Sharon reported that TESS has moved to its new location but staff are still settling in and addressing some facilities issues. VITA is planning for the next tax season. The plan is to have in-person services four days a week at four locations, including TESS. The hope is that the program's numbers will increase with the switch to more in-person appointments.

CAB Updates Continued

The board reviewed the proposed FY23 meeting calendar, which was previously reviewed by the Executive Committee. Mike moved to approve the calendar and Claudia seconded the motion. All voted in favor.

The board discussed two County Council bills. Bill 11-22: Lactation Rooms in County Buildings would require all County buildings to have lactation rooms available. Bill 10-22: Paid Parental Leave would require the County to offer 240 hours of paid parental leave to County government employees. The board discussed the potential costs of the parental leave bill. Mike moved to table the discussion until more information could be obtained. Claudia seconded this motion. Two board members voted in favor and 12 were opposed. Tiffany moved to have the CAB support Bill 10-22 and Valerie seconded the motion. 12 board members voted in favor and 2 abstained. Mike moved to support Bill 11-22 and Denise seconded the motion. All board members voted in favor.

Board members received an outline for the new Community Needs Assessment and established a committee to participate in its development. Lisa, Mike, Jeffery, Denise, and Elaine all volunteered to serve on the committee.

Head Start

Board members received a detailed written report with updates on the Head Start program. Charlene provided an update on the MSDE State Supplemental funding. The grant application process changed this year and grantees only had 30 days to apply. The application was also different this year with new questions and new goals. Due to the quick turnaround time and the application being due on June 27 (before the CAB meeting), the application was submitted prior to CAB approval. The grant will support

the summer enrichment program which will hopefully be six weeks this year and serve 160 children. Because these changes to the process caused numerous challenges for grantees, the CAB discussed submitting a letter to MSDE expressing its concerns. Pam moved to accept the MSDE State Supplemental Grant application and Denise seconded the motion. All voted in favor. Denise moved to submit a letter to MSDE about the process and Pam seconded the motion. All voted in favor.

Contracts

Board members received a detailed written report with updates on the agency's contracts.

Adjournment: The meeting was adjourned at 7:24 pm.