



**Montgomery County Collaboration Council for Children, Youth and Families, Inc.
APPROVED Meeting Minutes
November 9, 2022
Via Zoom**

The Montgomery County Collaboration Council for Children, Youth and Families, Inc., convened a meeting of its Board of Directors on November 9, 2022 via Zoom.

There was a quorum present:

Public Members Present:

- Mark Hodge, *Montgomery County Department of Health and Human Services, Public Health Office Representative*
- Deborah Lambert, *Montgomery County Office of Management and Budget Representative*
- Lisa Merkin, *MC DHHS/CWS, Provider of Direct Social Services to Children, Youth and Families*
- Wanda Frink-Little, *Department of Juvenile Services Representative*
- Damon Monteleone, *MCPS, Office of Teaching, Learning, and Schools*
- Dira Treadavance, *Department of Health and Human Services, Children, Youth and Families Representative*
- Lori-Christina Webb, *Board of Education Representative*

Public Members Absent

- Valeria Carranza, *Montgomery County Council Representative*
- Adriane Clutter, (Chair), *Montgomery County Recreation Department Representative*
- Anita Vassallo, *Montgomery County Public Libraries Representative*

Private Sector Members Present:

- Sharon Cichy (new member)
- Ebony Davis (new member)
- Jaslynn Laurence (new member)
- Michelle Taylor (Treasurer)
- Carol Walsh

Private Sector Members Absent:

- Monya Bunch
- Hannah Davis Hastings (Vice Chair)
- Carolyn Erskine (Secretary)
- Nicholette Smith-Bligen

Ex Officio Member:

- Elijah Wheeler, Executive Director

Collaboration Council Staff in Attendance:

Meredith Bowers, Alycia Chunev, Freddy Climaco, Karina Funes, Peter Garza, Sandy Lombardo, Yaine Masresha, Zamzam Nur, Jade-Ann Rennie, Thylan Singleton, Kurt Turnier

Guests:

- Jeff Griffith, Alta CPA (Audit)
- Justin Pollock, OrgForward (Strategic Planning consultant)

Welcome

The meeting was called to order at 4:08 p.m. by Carol Walsh, Chair of the Governance Committee, standing in for the Board Chair who was absent. Carol welcomed new member Damon Monteleone, representing MCPS and congratulated Hannah Davis Hastings and family on the new addition of their baby.

Consent Agenda:

Carol introduced the consent agenda which only had one item: approval of the September Board minutes.

Action: A motion was put forward by Lori-Christina Webb and seconded by Michelle Taylor to approve the September Board meeting minutes. *(Unanimous)*

I. Update from the Finance Committee - Michelle Taylor, Treasurer

Michelle introduced Sandy Lombardo, Director of Finance, to introduce Jeff Griffith, from Alta CPA to review the FY22 audit report. Mr. Griffith reviewed the audit report which contained an unmodified opinion finding no material weakness in any areas, including journal entries and internal controls. Mr. Griffith noted that the bottom line was healthy and the organization's financial health was strong. [see FY22 audit report attached]

Action: Mark Hodge moved to approve the audit and commend staff on their work with the auditors. Lori-Christina seconded the motion. *(Unanimous)*

II. Update from Executive Committee - Carol Walsh, Chair of the Governance Committee (standing in for Board Chair)

The Executive Committee put forth for the Board's consideration a recommendation to create an Ad Hoc Committee for Executive Compensation and Evaluation to provide recommendations for processes and procedures related to evaluating the Executive Director and providing guidelines for compensation determinations. The financial implications for the

organization are estimated to be about \$10,000-\$15,000 and the Executive Committee, in consultation with the Finance Committee, determined that there is money in the FY23 budget for this project.

Action: Lori-Christina introduced a motion to form the recommended Ad Hoc committee for the purpose of developing policies and procedures around Executive compensation and evaluation. Damon Monteleone seconded the motion. *(Unanimous)*

III Update from Governance Committee - Carol Walsh

Carol provided an update on the recent Board Member orientation held at Main Street Connect in which 7 members and 5 staff attended. Carol noted that the website has a Board Resources page on it that is password protected and has information for the Board including the PowerPoint presentation shared at the orientation. Members were reminded that everyone must take the short Parliamentary Procedures training and send Meredith the certificate of completion so she can file with the County.

IV. Update from Strategic Planning Consultant - Justin Pollock, OrgForward

Justin Pollock discussed meeting with staff and public sector members of the Board to explore the draft Integrity Framework and consider how it informs community outcomes. Justin asked the Board to indicate its acceptance of the integrity framework as a foundational document to build from. Justin indicated a plan to initiate several more meetings with organizational leaders. Justin also recommended the Board consider whether the convening around outcomes, rather than merely a part of the strategic plan, becomes a line of work that the organization embarks upon in partnership with community moving forward. Members asked questions including how this intersects with the Community Needs Assessment and how this helps identify concrete goals and outcomes.

V. Update from Executive Director - Elijah Wheeler

Elijah thanked Alta, CPA and the Finance team for the successful FY22 audit. He introduced three new staff members: Freddy Climaco (OST Coordinator), Zamzam Nur (Grants and Contracts Coordinator), and Jenny Kim (Senior Accountant). Elijah announced two new partnerships:

- National Basketball Players Association in which the NBPA invested \$25,000 to support youth sports programming in the Long Branch community; and
- Foundation Housing and Patagonia to support a winter coat distribution event at MoCo Reconnect in December.

Elijah also announced an upcoming MoCo Boost (Guaranteed Income Pilot) social event for program participants hosted by Collaboration Council at Arts on the Block on November 17th.

Action: Damon moved to adjourn, Mark seconded the motion. All approved and the meeting was adjourned at 5:25.