

Montgomery County Collaboration Council for Children, Youth and Families, Inc.
Meeting Minutes
January 18, 2017

The Montgomery County Collaboration Council for Children, Youth and Families, Inc., convened a meeting of its Board of Directors on January 18, 2017 at the Collaboration Council's office, 1801 Research Boulevard, Rockville, MD 20850. There was a quorum present:

Public Members Present

Gabriel Albornoz, (Chair) *Montgomery County Recreation Department Representative*
JoAnn Barnes, *MC DHHS Children, Youth and Families Representative*
Raymond Crowel, *Core Services Agency Representative*
Joanie Glick, *MC DHHS, Public Health Office Representative*
Russ Hamill, *Montgomery County Police Department Representative*
Delmonica Hawkins, *Department of Juvenile Services Representative*
Kathie Meizner, *Montgomery County Public Libraries Representative*
Patty Vitale, *County Council Representative*
Joshua Watters, *Office of Management and Budget Representative*

Public Members Absent

Dr. Jonathan Brice, *Montgomery County Public Schools Representative*
Angela English, *MC DHHS/CWS, Provider of Direct Social Services to Children, Youth and Families*
Roland Ikheloa, (Vice Chair) *Board of Education Representative*

Private Sector Members Present

Robin Chernoff, MD (2019)
Andrew Friedson (2018) (Treasurer)
Brandon Howard (2019)
Joanne Hurt (2019) (Secretary)
Ivan Nalibotsky (2018)
Carolyn Tamarkin (2017)
Kendra Wells (2017)

Private Sector Members Absent

Kimberley Alfonso (2018)
Rabia Zaman (2018)

Ex Officio Member

April Kaplan, Executive Director

Guests and Collaboration Council Staff in Attendance

Meg Breitenbach, Kathy Boland, Jeff Burr, Alicia Church, Peter Garza, Charlotte Girona, Elaine Johnson, Lynn Sobolov

- I. The meeting was called to order at 4:00 p.m. by G. Albornoz, Chair.
- II. **Consent Agenda** - G. Albornoz (*Material Distributed On-site and Email*)
 - G. Albornoz presented the Consent Agenda that was comprised of the following:
 1. Approval of the November 9, 2016 Meeting Minutes
 2. Ratification/Approval of Open Solicitation Procurement Process for Trainers
 3. Approval of the United Way of the National Capital Area to Provide Advancing Youth Development Training

Motion/Action: A motion was introduced by K. Wells and seconded to approve the Consent Agenda.
(*Unanimous*)

Staff will provide the Board with a summary of the Open Solicitation process to create a list of vendors to provide training.

III. Presentation of the Draft FY2016 Independent Audit Report - Jeff Burr, Saggar & Rosenberg
(Material Distributed Onsite)

J. Burr reviewed the draft audit report which was reviewed and discussed by the Fiscal Committee on January 17, 2017. J. Burr reported that the financials are still in draft form but the audit received a clean, unqualified opinion which is the highest rating. Saggar and Rosenberg will send out a Board governance letter as part of the audit. In accordance with Sarbanes Oxley, Collaboration Council staff exited the room to allow time for the auditors to discuss the audit privately with the Board of Directors.

Motion/Action: A motion was introduced by A. Friedson and seconded by J. Hurt to approve the FY2016 independent Audit Report. (Unanimous)

IV. Standing Committee Reports

Standing Committees will now use a standardized template to record minutes of meetings which in turn will be the basis for reports to the board.

- Fiscal Committee - A. Friedson discussed the state budget and will have more information at the next meeting. A. Friedson will be discussing any items that may impact the Collaboration Council with Melanie Wenger, Director of the Office of Intergovernmental Relations. Ms. Wenger serves as lobbyist for Montgomery County in Annapolis and reports on any items that may impact Montgomery County.

Fiscal Committee is recommending one additional responsibility of the Committee to be reflected in the Bylaws: "Ensure that financial statements accurately reflect the financial position, results of operations, and cash flows of the Collaboration Council."

- Child Well Being Committee - J. Barnes reviewed the report of Child Well Being Committee. The report is an addendum to these minutes. The report includes an overview of the Pew Charitable Trust and best practices related to mentoring, a proposed mentoring symposium in the Spring, and the Notice of Funding Availability (NOFA) for FY2018 issued by the Governor's Office for Children.
 - G. Albornoz noted that a change in Montgomery County Public Schools start time is being re-evaluated by the Board of Education. Later start time for high schoolers has unintended consequences for elementary school children and their parents. This is a child well-being issue that the Collaboration Council may want to provide some comment, feedback or testimony when the Board of Education addresses this issue.
- Legislative Committee - J. Hurt reported that the Legislative Committee had a teleconference meeting on December 21st. Three topics were discussed: (1) projected shortfall in the Department of Health and Human Services budget, (2) ways to educate policymakers about youth service boards to better understand the work of the Collaboration Council, and (3) having some items included in the County Executive's base budget; i.e., one staff position. G. Albornoz will be working with M. Wenger to see if there are topics to focus on during the FY17 legislative session. A. Friedson volunteered to join the legislative committee.
- Governance Committee - K. Wells discussed items that are under the purview of the Governance Committee. All committees are currently looking at their responsibilities as stated in the bylaws to see if changes are needed. The bylaws will be presented for discussion at the March board meeting. All board members should have a committee assignment by now. Non Board members can also serve on committees. Governance committee will need a chair or co-chairs. Governance Committee would like to have some sort of board development as part of each board meeting.

V. Professional Development Activity - P. Garza

P. Garza, Communications Coordinator, provided a training to Board members on how to use Twitter to promote the work of the Collaboration Council. Twitter is a quick, brief (140 characters) way to get out information about what you're doing.

1. Download the app to your phone.
2. Create an account.
3. Follow the Collaboration Council @collab_council.
4. Tweet about the Collaboration Council to your own followers.
5. Include hash tags to increase interest and followers.

6. Retweet using the button at the bottom of the screen to forward a message to your followers. Collaboration Council will be sending out a regular newsletter monthly to Board members and others. Will also be sent via twitter. January 2017 newsletter is part of the meeting packet.

VI. Crossover Youth Practice Model (CYPM) - A. Kaplan, D. Hawkins

The program addresses youth in the child welfare system and/or juvenile justice system with the intent to try to prevent youth from crossing over into the other system. The Collaboration Council is involved with this initiative because it is a collaborative effort and includes the disproportionate minority contact (DMC) reduction workgroup. Other participants include the Department of Health and Human Services, Montgomery County Police Department, Courts, Department of Juvenile Services and Georgetown University who developed the practice model which has proven to work well in Prince Georges County. Program is comprised of three work groups: Data Sharing, Prevention, and DMC work group. The Collaboration Council serves on all three work groups. Program helps to prevent youth from going into detention. D. Hawkins presented examples of how the model works.

VII. Executive Director's Update - A. Kaplan

- FY18 Notice of Funding Availability (NOFA) Governor's Office for Children - discussed whether to continue requesting funds for Youth Services Bureaus, Family Navigation and Excel Beyond the Bell since these programs don't address the Governor's priorities or targeted population. A meeting has been scheduled next week with the Office of Management and Budget to provide options with pros and cons. Timing of budget cycle with the Governor and County is an issue.
- G. Albornoz noted that there are three options:
 - Some shuffling of resources within the allocated budget
 - County absorbs the \$170k that would be zeroed out from the Governor's shift in priorities
 - Submit the same budget as last year and pressure is put on the Governor who may choose not to fund a nationally recognized middle school out of school time program

VIII. Announcements

- **Board Recruitment - K. Wells**
A recruitment flyer for new board members was included in the meeting packet. There will be at least 2 vacancies in March for private sector members. Board members were asked to share the flyer with colleagues; however, no one can apply until the County Executive's office provides a link to the application process in their press release.
- **HHS/PHED/Public Safety Work Session - A. Kaplan** will provide testimony on Professional Youth Development January 19, 2017, 2:00 p.m. Testimony will be sent to Board members.

The meeting adjourned at 6:00 p.m.

Addenda to the Collaboration Council Meeting Minutes January 18, 2017

The following documents comprised the meeting packet for the January 18, 2017 meeting and were distributed by email and on-site.

Document

Final Agenda	Distributed Onsite
Consent Agenda	
1. Approval of November 9, 2016 Meeting Minutes	Distributed Onsite and Email
2. Ratification of Executive Board Action to Use Open Solicitation Plan for Trainers	Distributed Onsite and Email
3. Approval of United Way of the National Capital Area as Vendor For Advancing Youth Development Training	Distributed Onsite
FY16 Draft Independent Audit Report	Distributed Onsite
Report of the Child Well Being Committee	Distributed Onsite and Email
January 2017 Newsletter	Distributed Onsite
Board Recruitment Flyer	Distributed Onsite

