

**Montgomery County Collaboration Council for Children, Youth and Families, Inc.
Meeting Minutes
November 15 2017**

The Montgomery County Collaboration Council for Children, Youth and Families, Inc., convened a meeting of its Board of Directors on November 15, 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*
Joanie Glick, *MC DHHS, Public Health Office Representative*
Delmonica Hawkins, *Department of Juvenile Services Representative*
Mary Ellen Icaza, *Montgomery County Public Libraries Representative*
Roland Ikheola, (Vice Chair) *Board of Education Representative*
Joshua Watters, *Office of Management and Budget Representative*

Public Members Absent

JoAnn Barnes, *MC DHHS Children, Youth and Families Representative*
Dr. Jonathan Brice, *Montgomery County Public Schools Representative*
Dr. Raymond Crowel, *Core Services Agency Representative*
Angela English, *MC DHHS/CWS, Provider of Direct Social Services to Children, Youth and Families*
Russ Hamill, *Montgomery County Police Department Representative*
Patty Vitale, *County Council Representative*

Private Sector Members Present

Monya Bunch Battle (2020)
Robin Chernoff, MD (2019)
Andrew Friedson (2020) (Treasurer)
Brandon Howard (2019)
Joanne Hurt (2019) (Secretary)
Carolyn Lowery (2020)
Alejandro Roberts (2020)
Gislene Tasayco (2020)

Private Sector Members Absent

Ivan Nalibotsky (2018)

Ex Officio Member

April Kaplan, Executive Director

Guests and Collaboration Council Staff in Attendance

Stephanie Areizaga, Meg Breitenbach, Debra Cady, Alicia Church, Charlotte Girona, Kendra Grimmett, Lynn Sobolov, and Elijah Wheeler.

- I. The meeting was called to order at 4:10 p.m. by G. Albornoz, Chair

- II. **Consent Agenda - G. Albornoz (*Material Distributed by Email and Onsite*)**
 - G. Albornoz presented the Consent Agenda that was comprised of the following:
 1. Approval of the September 13, 2017 Board Minutes
 2. Approval of Open Solicitation Plan for Peer Connector Outreach
 3. Approval of WorkSource Montgomery as Contractor for Re-Engagement Center
 4. Approval of Re-Issue of Open Solicitation 2016-52 Professional Development Trainers for Youth Workers
 5. Approval to Extend Contracts for Excel Beyond the Bell Providers
 6. Approval of Open Solicitation Plan for Opioid Awareness Campaign
 7. Approval of Federation of Families as the Contractor to do Peer Connector Research for Transition Age Youth

Motion/Action: A motion was introduced by A. Friedson and seconded by J. Watters to approve the Consent Agenda as presented. (Unanimous)

III. Report of the Fiscal Committee - A. Friedson (Material Distributed by Email and Onsite)

- FY18, 1st Quarter Financials. A. Friedson reviewed the financial statements which were reviewed and discussed at the November 13, 2017 Fiscal Committee meeting. The financial dashboard and statements are included as an addendum to these minutes. Highlights of the Fiscal Committee discussion were also included in the meeting packet.
- Change in Eligibility Period for Health Insurance Benefit for New Employees. Currently, employees are eligible for health insurance on the first of the month following 60 days of employment. This can create a hardship for new employees. Fiscal Committee recommends that the policy be changed to the first day of the month following the date of hire. This is the most common practice for nonprofit organizations.

Motion/Action: A motion was introduced by A. Friedson and seconded by R. Chernoff to approve the FY18 1st quarter financial reports and to change the eligibility period for health insurance to the first of the month following the date of hire. (Unanimous)

IV. Call for Nominations - G. Albornoz, J. Hurt

G. Albornoz is resigning as Chair the Collaboration Council because he is running for public office. There is one year remaining on his second two-year term. J. Hurt noted that an email had gone out to Board members nominating Andrew Friedson as Chair to finish the unexpired term of G. Albornoz and that Josh Watters had been nominated to serve a Treasurer to finish the unexpired term of Andrew Friedson. J. Hurt asked if there were any additional nominations. No additional nominations were proposed. Members unanimously voted to elect A. Friedson as Board Chair and J. Watters as Treasurer.

V. Report of the Child Well Being Committee - R. Chernoff

R. Chernoff reported that at the November 9th meeting, the committee discussed contracts in program areas for FY18 including Bridges to the Future, the Re-Engagement Center, Save a Life Community Forum, Excel Beyond the Bell and the mentoring program. J. Barnes developed a workplan for the Child Well Being Committee for FY18. The Child Well Being Committee plans to develop a dashboard to track the progress on programs and provide data to the full Board in an organized report.

VI. Report of the Legislative Committee - J. Hurt

J. Hurt noted that the Legislative Committee has not met, although there have been some preliminary conversations about what the organization will be working on this year. Since it is an election year, the Collaboration Council has an opportunity to elevate the work of the Collaboration Council with the candidates.

V. Executive Director Updates - A. Kaplan

A. Kaplan provided updates on the following:

- Master Calendar - Collaboration Council staff are working on a calendar that lists recurring events, reports, reviews that happen every year or every other year. The calendar will also help the standing committees develop workplans for the year and will ensure policies and procedures are current.
- Visit to Montgomery County by Arlene Lee, Executive Director, Governor's Office for Children (GOC) - Ms. Lee met with board members, visited the Clarksburg Detention Center, attended a Community of Practice training and visited WorkSource Montgomery's center in Wheaton which will provide space for disconnected youth including other needed resources for disconnected youth
- Substance and Opioid Prevention - The Collaboration Council receives funding through the County for its Many Voices for Smart Choices (MVSC) initiative. With this funding, the Collaboration Council created a consortium of drug and alcohol abuse prevention organizations. The consortium works to ensure they are articulating the message around prevention activities to the entire community. The Collaboration Council also receives funding to focus solely on opioid prevention. The Collaboration Council serves as the coordinating body around opioid and substance abuse prevention and intervention. The coordinating efforts of both programs have come together to form Save a Life Montgomery. A community forum on opioid and substance abuse prevention was held in October with two more planned during 2018. The October forum was highly successful with a large turnout and positive feedback.

The meeting adjourned at 5:45 p.m.

Addenda to the Collaboration Council Meeting Minutes November 15, 2017

The following documents comprised the meeting packet for the November 15, 2017 meeting and were distributed by email and on-site.

Document

Final Agenda	Distributed Onsite
Consent Agenda	
1. Approval of September 13, 2017 Meeting Minutes	Distributed Onsite and Email
2. Approval of Open solicitation Plan for Peer Connector Outreach	Distributed Onsite and Email
3. Approval of WorkSource Montgomery as the Contractor for the Re-Engagement Center	Distributed Onsite and Email
4. Approval of Re-Issue of Open Solicitation 2016-52 Professional Development Trainers for Youth Workers	Distributed Onsite and Email
5. Approval to Extend Contracts for Excel Beyond the Bell	Distributed Onsite and Email
6. Approval of Open Solicitation Plan for Opioid Awareness Campaign	Distributed Onsite and Email
7. Approval of Contract for Peer Connector with Federation of Families	Distributed Onsite
Report of the Fiscal Committee	
• 1 st Quarter FY18 Financial Reports	Distributed Onsite and Email
• November 13, 2017 Fiscal Committee Report	Distributed Onsite