

## **Baltimore County Department of Social Services Board Minutes**

The meeting of the Advisory Board of the Baltimore County Department of Social Services was held October 16, 2017 at 4:00 p.m. in the Boardroom of the Baltimore County Department of Health and Human Services.

**BOARD MEMBERS PRESENT:** Karen Bethea, Dr. Stefanie Bronson, Lisa Simon Jablon, Gregg Powell; Chair, and Orrester Shaw. Donald Gabriel attended via conference call.

**MEMBERS ABSENT:** Justin Jackson, Sheri Jackson, Dr. Rosalyn Wiley

**OTHERS PRESENT:** Dr. Gregory Wm. Branch; Director, Marsha Parham; Executive Director; Office of Housing, Mark Millspaugh; Deputy Director, and Kathy Wynn, Executive Secretary to the Director.

### **I. Reading and Approval of the Minutes**

**Motion: To approve the minutes of September 18, 2017 as presented.**

The September minutes were approved with the following corrections.

Page Two, Paragraph 7, second sentence to read: *Identifying the issues, developing resources and moving ahead is the goal, how do we make a difference where we or our successors are not here ten years from now trying to solve the same issues.*

**Motion by:** Orrester Shaw  
**Second by:** Lisa Simon Jablon  
**Decision:** Unanimous Approval

### **II. Director's Report**

#### Office of Housing

Ms. Parham met with advocates regarding the compliance agreement and the meeting went very well. We are in the second year of the agreement. The next meeting is scheduled for October 30 with the County Attorney, the Director of the Department of Planning, Andrea Van Arsdale and HUD. We are significantly ahead of target and do not anticipate any problems. HUD is impressed with the services Baltimore County provides.

The Office of Housing has gone to great efforts to develop a clear process in holding staff accountable for outcomes. Job descriptions have been developed that outline targets for individuals to hold staff accountable. Housing also has an employee recognition program. HUD does an evaluation of Housing offices on an annual basis. This year is the fifth year Baltimore County has been rated a high performer.

## Out of State Placements

Mr. Millspaugh attended a meeting last week regarding out of state placements. In attendance were representatives from Health and Human Services (HHS), the Department of Juvenile Services (DJS), Maryland State Department of Education (MSDE) and the Developmental Disabilities Administration (DDA). Also in attendance were the Executive Director of the Governor's Office for Children, Secretary Padilla and Secretary Schrader.

Local Coordinating Councils will be reinstated. Difficult cases where youth require placement can be brought to this multidisciplinary team for discussion with this team bringing all available resources to the table. The team must include representatives from DSS, MSDE, Behavioral Health Administration (BHA), Department of Health (DOH), DDA, and DJS. The Local Management Board (LMB) will coordinate. Four of those entities in Baltimore County are under the same umbrella and already has this process in place. The school system has not been as involved.

Local jurisdictions were informed that youth could no longer be placed out of State. The goal is that this multidisciplinary team will meet and develop a plan for these youth. The DHS policy was revised to state that no out of state placements can be made without approval by the Secretary. Baltimore County has four youth placed in out of state facilities.

The garage is scheduled to open in early January, a ribbon cutting will held. Renovations will then begin in the building to place all client services on the first floor. The front entrance is being reconfigured, all clients will enter to the right, go through security and be directed to a kiosk to let us know why they are here. Clients will receive a ticket which will help them navigate the system. A security guard and cameras will monitor the area.

## MD Think

MD Think is the name for the modernization of our DSS environment. MD Think will be a platform for data collection for all human services programs in Maryland. The first part being developed is eligibility determination. They have started working a few of the smaller programs and staff have been invited to run test cases. Staff who have participated in this initiative have been very positive regarding what they have seen.

Fifteen staff statewide have been added to support this project. This process will continue to grow and the demands for local jurisdictions will be a challenge as we support this effort. The Childrens Juvenile Adult Management (CJAMS) system is slated to be implemented in 2019 and is the next program that work will begin on. The Data Management Team will also begin meeting and is tasked with creating a team net regarding data ownership. Next year, the State will start on the larger programs.

## Young Parent Support Center (YPSC) 25<sup>th</sup> Anniversary

The YPSC will celebrate its 25<sup>th</sup> Anniversary on Wednesday, October 18 from 10:30 AM to Noon. Board members are welcome to attend.

### Eastern Family Resource Center (EFRC)

The new EFRC is now open with a ribbon cutting scheduled for Thursday. The shelter, located at EFRC, has expanded capacity. DSS will not be operating/staffing the freezing weather shelter at the Northpoint Government Center this year, it will be located at EFRC and managed by CAN.

## **III. Old Business**

### Accreditation

The Council on Accreditation (COA) site visit will occur next month. Team leaders and reviewers have been assigned. They will arrive in town on November 11 and will meet on November 12 for a brief orientation about the department.

The entrance meeting is scheduled for Monday, November 13 in the morning. Board members are welcome to attend for the 10:00 – 10:30 portion of the meeting. Resumes of board members are needed for this site visit.

The Chair will attend the entrance meeting and Ms. Jablon will attend for PQI on Monday afternoon. Board members are welcome to attend the exit conference on Wednesday morning.

### 3-503. Duties and functions of Local Boards

Mr. Millspaugh distributed the Annotated Code of Maryland/Human Services 3-503 Duties and Functions of local boards for review. Board members were asked to review this handout and at the next meeting will review and quickly answer the questions.

### Welcome Letter

The welcome letter from the Board to new employees was reviewed by the Board. The letter will be placed on letterhead for signature at October's meeting.

### MASSB October Conference

The Chair and Mr. Jackson will attend the MASSB conference in Annapolis this month on October 26 and 27.

## **IV. New Business**

None

## **V. Remarks of the Chairperson**

The next meeting of the Board will be November 20, 2017.

## **VI. Adjournment**

**Motion:** To adjourn the meeting at 5:49 p.m.

**Motion by:** Lisa Simon Jablon

**Second by:** Orrester Shaw

**Decision:** Unanimous Approval

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Gregory Wm. Branch, M.D., MBA, CPE, FACP  
Director