

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

The meeting of the Advisory Board of the Baltimore County Department of Social Services (DSS) was held May 20, 2019 at 4:00 p.m. in the Boardroom of the Baltimore County Department of Health and Human Services.

**BOARD MEMBERS PRESENT:** Dr. Stephanie Bronson, Gregg Powell, Chair; Mindie Flamholz, Lisa Simon Jablon, and Dr. Rosalyn Wiley. Members attending via phone were Dr. Karen Bethea and Donald Gabriel.

**MEMBERS ABSENT:** Sheri Lumsden

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

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

**Motion:** To approve the minutes of April 15, 2019

**Motion by:** Dr. Wiley

**Second by:** Ms. Jablon

**Decision:** Unanimous Approval

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

#### Office of Housing

Ms. Parham-Green thanked the Chair and Secretary of the Board for signing the HUD agreement. The agreement is being sent to HUD for review and signature; they will return for Board signatures.

#### Agency Plan Approval

A copy of the draft plan is on our website. The plan is also on file at the Baltimore County Public Library. Members reviewed the summary of changes for FY 2019. Last Wednesday a public hearing regarding the plan was held, no one attended. Ms. Parham-Green will ask the Board to approve in June.

#### Assistance for Individuals with HIV

Board members were informed of Ryan White funds available to assist with mortgage, rent and utility bills for individuals who have HIV.

#### Office of the Inspector General Audit

Tri-annual audits are done by the Office of the Inspector General of all the local jurisdictions. Board members reviewed a document showing areas where Baltimore

County had findings and how other counties compared. A number of jurisdictions are struggling with the same areas. Jurisdictions must use a template provided by the State.

Baltimore County had 13 total findings, four were repeat findings. Repeat findings are declining. Dr. Branch does not want repeat findings though recognizes we need to see what the findings mean.

#### CJAMS (Child, Juvenile and Adult Management System)

The timeline for implementing CJAMS has been pushed back. The system replacing CARES is in the development phase and scheduled to be implemented this winter.

#### Qflow

Qflow testing starts today. The vendor will be on site for five days during implementation.

#### Secondary Trauma

At our all staff meeting, Jamaal Moses presented on secondary trauma. It was an introduction on the topic for staff who weren't familiar with secondary trauma. A number of activities during social work month were related to reducing stress, e.g.; mindfulness activities and yoga classes held after work hours. A recovery room is also being developed for use by staff. It is very difficult for some workers to hit the "off" switch; we don't expect staff to be "on" all the time. We want staff to understand there is an "on and off switch".

#### Building Security

Mr. Millspaugh showed board members a picture of the knives that have been confiscated to date in 2019. Clients are told they can place them in their vehicle and come back into the building. We confiscate if they turn over to us to enter the building. Often times, the items will be taken outside and placed somewhere around the building.

Funds from the opioid grant have been allocated to have sharps containers placed outside all health centers. A box was installed at Drumcastle today. We will be able to see in the next few days if individuals who want to enter the building are placing their knives, etc. in this box.

### **III. Old Business**

Board member term limits were discussed. Dr. Bethea announced she must resign from the board due to schedule conflicts. Members can stay on until a replacement is found per the Maryland Human Services Code 3-501(f) (iii).

**IV. New Business**

Camp Connect

Items are needed for a range of ages; items foster youth forget to bring. Ms. Flamholz will send an email to Mr. Millspaugh today regarding her sleeping bag donation stating the donation is for Camp Connect and the value of the item.

**V. Remarks of the Chairperson**

The next meeting of the Board is June 20, 2019.

**VI. Adjournment**

**Motion:** To adjourn the meeting at 6:19 PM

**Motion by:** Dr. Bronson  
**Second by:** Ms. Jablon  
**Decision:** Unanimous Approval

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

