



## TALBOT FAMILY NETWORK

### Board of Directors Meeting

Tuesday September 20, 2022 · 2:30pm · Meeting is open to the public\*

Talbot County Education Center (12 Magnolia St., Easton) and Virtual

[ZOOM link on the TFN website](#)

## Agenda

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Through collaboration with public and private entities, Talbot Family Network will identify and develop support systems for a healthy, safe, caring and equitable community for all Talbot County children and families.

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Welcome and Call to Order	William Johnson
Approval of August Board Meeting Minutes	William Johnson
Request for Proposals / Quotes	
• Mental Health Programming	Nancy Andrew
• Equity Grants	
• Equity Coalition Consultant	
Directors Report	Nancy Andrew
• FY23 Community Partnership Agreement	
○ Vendor Meetings	
• Community Assessment	
• Healthy Talbot Coordinator Search	
Presentation – Equity Audit – 3pm	Dr. Mercedes Avila
Adjourn Meeting	William Johnson

**Next meeting - Board Retreat – October 18, 2022**  
**12:30-4:30pm** at the Eastern Shore Conservation Center (in-person)

**November 15, 2022**  
2:30pm at Talbot County Education Center + Zoom

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*Quorum is 51% of the total board membership inclusive of at least one presiding officer. (8 of 15 members)*

\* Meetings are open to the public; however, the Board (or Committee as the case may be) reserves the right to meet in closed session in accordance with the Maryland Open Meetings Act, as applicable.

**TALBOT FAMILY NETWORK**  
**Board of Directors Meeting Minutes**

Tuesday, September 20, 2022 · Talbot County Education Center and Zoom

ATTENDING – In Person: Marlene Thomas, Sharon Pepukayi, Pam Chollet, William Johnson, and Nancy Andrew. Virtual: Katie Dilley Berenice Orellana, Cindy Green, Martha Sparks, and Samantha Martinez. No members of the public attended.

ABSENT: Corey Pack, Linda Webb, Jazmine Paxon, Maria Maguire, Anthony Smith, and Estela Ramirez

Vice-Chair William Johnson called the meeting to order at 2:05pm. Members introduced themselves.

Nancy Andrew announced that Dr. Avila was unavailable to make the scheduled equity audit presentation for this meeting at 3pm. It was agreed that this should be rescheduled for the October or November Board meeting.

Minutes from the August 19, 2022 meeting were approved as presented. Motion by Sharon Pepukayi; second by Marlene Thomas. All in favor, none opposed.

**FY23 Request for Proposals - UPDATES**

- **Mental Health Programming** – Nine organizations submitted letters of intent to apply. Applications are due at the end of September. The Service Review Committee has a meeting scheduled in October to review the proposals in preparation for making recommendations at the October Board meeting.
- **Equity Grants** – The Race Equity Committee recommended approving the following proposals from the eight applications received for FY23. These total \$50,111. The FY23 budget was for up to six grants of \$8,500 for a total of \$51,000.
  - Court Appointed Special Advocates (\$8,387.50)
  - For All Seasons (\$8,142)
  - Habitat Choptank (\$8,084)
  - Shore Rivers (\$8,497.50; not including proposed staff costs \$1,087.50; this may be reallocated for allowable project costs)
  - Talbot County Department of Social Services (\$8,500)
  - Talbot Mentors (\$8,500)

Martha Sparks made a motion to approve this recommendation, which was seconded by Marlene Thomas. All in favor, none opposed.

- **Equity Coalition Consultant** – The Race Equity Committee met in September to review the ten proposals received in response to this RFP. The committee has narrowed their selection down to three vendors, with two alternates. For next steps, they would like to interview the three vendors, and two alternates if needed, to determine if there is a fit for budget and services. From this process, they will select a vendor within the FY23 project budget of \$13,000. Cindy Green made a motion to empower the Race Equity Committee to proceed with this review and

selection process based on the FY23 budgeted amount, which Martha seconded. All in favor, none opposed.

### **Directors Report**

- **FY23 Community Partnership Agreement**

- The State has announced that the FY23 supplemental funds will be incorporated into each LMB's CPA versus managed as a separate grant.
- The following vendor meetings have taken place this fiscal year to date:
  - Reengagement Coordinator/ TCPS – Nancy met with the new staff person
  - Career Pathways & Afterschool Programming / Neighborhood Service Center – Nancy and William Johnson met with NSC staff
  - Afterschool Programming / Tilghman Area Youth Association – Nancy and Pam Chollet met with the new TAYA director
  - Healthy Families /TCHD – Nancy will meet with Healthy Families in October to go over the decline in enrollment numbers for FY22 and to set performance targets for FY23. Jan Willis, LCT Coordinator and former TFN Executive Director, will join Nancy for this meeting.

- **Community Assessment**

- Results from the Family Economic Stability Survey and Community Needs Survey along with results from the six focus groups will be reported on at the October Board meeting/ retreat in conjunction with the annual data review.
- Thank you to these partners for assisting with the focus group outreach
  - Hosted sessions – TCDSS, Talbot Mentors, Chesapeake Multicultural Resource Center, Talbot Interfaith Shelter, Healthy Families.
  - Translation services – Estela, ChesMRC
  - Use of facilities – Easton Family YMCA

- **Healthy Talbot Coordinator** – There were five candidates. A contract has been signed with Rachel Stoyanov for FY23. Nancy, Rachel, and outgoing HT Coordinator Erica Batson are meeting this week for the transition.

The meeting adjourned at 3pm.

Submitted by: Nancy Andrew