



TALBOT FAMILY NETWORK

Board of Directors Meeting

Tuesday, February 21, 2022 · 2:30pm · Meeting is open to the public*

IN PERSON: Talbot County Education Center | Virtually: [Zoom](#)

Agenda

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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| Call to Order | Jazmine Paxon |
| Approval of January Board Meeting Minutes | Jazmine Paxon |
| Executive Director's Report | Nancy Andrew |
| FY23 Community Partnership Agreement | Nancy Andrew |
| <ul style="list-style-type: none">• TCPS Request for Expanded Definition of Disconnected Youth – for Board approval• Budget Modification – for Board approval | |
| Community Assessment | Nancy Andrew |
| <ul style="list-style-type: none">• Next Steps | |
| FY24 Notice of Funding Available – Children's Cabinet Interagency Fund | |
| <ul style="list-style-type: none">• Executive and Finance Committee roles - vote• Budget amounts for programs and strategies - vote• Potential supplemental funds | |
| Adjourn Meeting | Jazmine Paxon |
| Next meeting - | March 21, 2023 at 2:30pm (3rd Tuesday of the month; generally, no meetings in July, August, December) |

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.

Posted online 2/1/23.
Rev 1 - Updated and posted online 2/13/23.
Rev 2 - Updated and posted online 2/16/23.

TALBOT FAMILY NETWORK

Board of Director Meeting Minutes

Tuesday, February 21, 2023 - Talbot County Education Center and Zoom

ATTENDING – In Person: Anthony Smith, Chuck Callahan, Pam Chollet, Linda Webb, Jazmine Paxon, William Johnson, Sharon Pepukayi, Nancy Andrew. Virtual: Cindy Green, Katie Dilley, Martha Sparks

Absent – Marlene Thomas, Estella Ramirez, Berenice Orellano, Samantha Martinez, Maria Maguire.

The meeting was called to order at 2:35 PM.

Minutes from the January 17, 2023 meeting were approved as presented. Motion by Anthony Smith; second by Cindy Green. All in favor; none opposed; none abstained.

Executive Director Report

- Equity Coalition – nominations for participation have been accepted with 21 organizations signing on and each organization sending 2-3 employees for a total of approximately 45 participants. Four monthly meetings are scheduled from March through June 2023.
- Conversations on Race – scheduled with ShoreRivers in February 2023 and the Country School in March 2023.

FY23 Community Partnership Agreement

- TCPS Request for Expanded Definition of Disconnected Youth – the Board revisited this topic following January’s discussion. The request was to expand the definition to include 16-18-year-old students enrolled but not attending school. Motion to approve by William Johnson; second by Linda Webb. All in favor; none opposed; none abstained.
- Budget Modification – in FY22, there were two reprints of the Healthy Talbot Guide. The FY23 budget did not include funds for a full update with translation and reprint. Request was to move \$6,400 out of the Conversations on Race budget (Training and Consultation expense lines) to the FY23 Community Budget to allow for these Healthy Talbot Guide costs. Motion to approve by Linda Webb; second by Jazmine Paxon. All in favor; none opposed; none abstained.

Community Assessment

- Next steps – Nancy is exploring ways to combine community assessment activities and/or share data with other organizations that undergo similar processes. The March 2023 board meeting will include a brief refresher presentation on the process, and then the April 2023 board meeting will include asset mapping to identify community gaps and assets. Other community representatives, including those from TFN-funded programs, will join the Board for this meeting.

FY24 Notice of Funding Available – Children’s Cabinet Interagency Fund

- Executive and Finance Committee Roles – Nancy has developed the FY24 budget based on Board funding decisions. If any changes are needed prior to NOFA submission, she will share those with the Finance Committee and asked that the Board empower the Executive Committee to approve any necessary modifications. Motion to approve by Linda Webb; second by Jazmine Paxon. All in favor; none opposed; none abstained.

- Budget Amounts for Programs and Strategies
 - Board Administration Budget (Nancy excused herself from this discussion)
 - Motion to recommend to the Talbot County Council that the TFN executive director position be converted from a contractual position to a county position. Motion to approve by Anthony Smith; second by Katie Dilley. All in favor; none opposed; none abstained.
 - Motion to increase FY24 Board Administration line item to \$126,842 to accommodate the addition of benefits to the cost of the executive director position made by Jazmine Paxon; second by William Johnson. All in favor; none opposed; none abstained.
 - Programs
 - Community – Motion to fund the Community budget at \$41,584 to accommodate the costs associated with the equity coalition and the Healthy Talbot Guide reprint made by Anthony Smith; second by Cindy Green. All in favor; none opposed; none abstained.
 - Reengagement Coordinator – Motion to level fund the Reengagement Coordinator at \$49,160 made by Pam Chollet; second by William Johnson. All in favor; none opposed; Sharon Pepukayi abstained.
 - Career Pathways, Healthy Habits, Healthy Families – Motion to level fund these programs (Career Pathways, \$49,750; Healthy Habits, \$38,343; Healthy Families, \$107,500) made by William Johnson; second by Martha Sparks. All in favor; none opposed; none abstained.
 - Conversations on Race – Motion to reduce Conversation on Race to \$70,335 with intention of continuing Equity Grants made by Anthony Smith; second by Sharon Pepukayi. All in favor; none opposed; Jazmine Paxon abstained.
 - After School Programming, Mental Health Programming – Motion to reduce funding for these programs (After School Programming to \$26,039; Mental Health Programming to \$18,000) made by Martha Sparks; second by Pam Chollet. All in favor; none opposed; none abstained.
 - Local Care Team – Motion to increase Local Care Team funding to \$69,472 made by Katie Dilley; second by Anthony Smith. All in favor; none opposed; none abstained.

Motion to adjourn made by Jazmine Paxon; second by William Johnson. All in favor; none opposed; none abstained.

The meeting adjourned at 3:20 PM.

Submitted by: Linda Webb