



TALBOT FAMILY NETWORK
Board of Directors Meeting
Tuesday, June 20, 2023 · 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.

Call to Order	Jazmine Paxon
Approval of April and May Board Meeting Minutes	Jazmine Paxon
Executive Director's Update <ul style="list-style-type: none">• Equity Coalition – Recap & Discussion	Nancy Andrew
FY24 Notice of Funding Available – Update <ul style="list-style-type: none">• FY24 Equity Grants RFP – July / August Review & Approval	Nancy Andrew
Fiscal Updates – FY23 Half Year and FY22 Year End	Martha Sparks
Annual Meeting <ul style="list-style-type: none">• Election of FY24 Chair and Vice Chair• Election Board Members<ul style="list-style-type: none">○ New Directors○ Director for a 2nd Term	
FY24 Board Meeting Schedule	Nancy Andrew
Adjourn Meeting	Jazmine Paxon
Next meeting -	September 19, 2023 at 2:30pm (tentative) (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 5/17/23.
Revised and posted online 5/24/23.
Revised and posted online 6/6/23.

TALBOT FAMILY NETWORK

Board of Director Meeting Minutes

Tuesday, June 20, 2023 - Talbot County Education Center and Zoom

ATTENDING - In person: Martha Sparks, Pam Chollet, Linda Webb, William Johnson, Samantha Martinez, Jazmine Paxon, Nancy Andrew. Virtual: Berenice Orellana, Katie Dilley, Maria Maguire, Cindy Green.

Absent: Chuck Callahan, Anthony Smith, Marlene Thomas, Sharon Pepukayi, Estella Ramirez.

The meeting was called to order at 2:35 PM by Chair Jazmine Paxon.

Minutes from the April 18, 2023 meeting were approved as presented. Motion to approve by Pam Chollet; second by Katie Dilley. All in favor; none opposed; none abstained.

Minutes from the May 16, 2023 meeting were approved as presented. Motion to approve by Martha Sparks; second by William Johnson. All in favor; none opposed; none abstained.

Executive Director's Update

- The Executive Director position will return to a full-time county position effective July 1, 2023.
- Nancy expressed gratitude to Mid Shore Behavioral Health for her recent selection as recipient of the Interagency and Community Collaboration Caliber Award.
- The Healthy Talbot Guide English reprint is complete. The Spanish version reprint is in process. Focus groups to assess the guide's usefulness in its current form are being considered for FY24.
- Equity Coalition – Recap and Discussion
 - 21 organizations participated with average session attendance of 37.
 - A report-out meeting with the vendor, Challenging Racism, will be held in July.
 - The Board discussed whether to continue with Challenging Racism considering a recent change in their Executive Director position and possible next steps for the coalition beginning in the Fall.

FY24 Notice of Funding Available – Update

- FY24 Racial Equity Grants RFP – July/August Review and Approval
 - The RFP for the third year of equity grants has been released with proposals due July 11, 2023 and a goal of sending out award notices by August 31, 2023.
 - Those Board members retiring effective June 30 and those who will likely apply for an equity grant limit the number of committee members available to participate in grant awards.
 - A review team of Board members without a conflict of interest was identified.
 - Authorize the identified review team to review the equity grant proposals and make awards. Motion to approve by William Johnson; second by Jazmine Paxon. All in favor; none opposed; none abstained.

Fiscal Updates – FY23 Half Year and FY22 Year End – Presentation by Martha Sparks

- FY22 Year End
- FY23 Half Year

- The possibility of \$10,000 return of funds from one vendor discussed in last month's meeting will not be necessary.
- The State has approved TFN's final budget modification request.

Annual Meeting

- Election of FY24 Chair and Vice Chair
 - TFN has traditionally alternated the Chair position between public agency and community representatives. William Johnson, current Vice Chair, to take Chair position for FY24 and Samantha Martinez to take Vice Chair position for FY24. Motion to approve by Martha Sparks; second by Jazmine Paxon. All in favor; none opposed; none abstained.
- Election of Board Members
 - 5 Board members are retiring (Pam Chollet, Cindy Green, Jazmine Paxon, Estella Ramirez, Marlene Thomas). They were thanked for their contributions.
 - Nominating Committee recommends filling four of the five seats, leaving one vacant to be filled next year. This reduces the Board membership to 13 with 7 constituting a quorum.
 - Election of New Directors – Four individuals were originally recommended for Board membership; one candidate declined last week due to scheduling issues. The Nominating Committee will work on identifying a fourth.
 - Victoria Billings, Choptank Community Health
 - Jennifer Villacorta, Chesapeake Multicultural Resource Center
 - Lauren Weber, For All Seasons
 - Approve the three board members presented for TFN Board membership beginning in FY24. Motion to approve by Katie Dilley; second by Cindy Green. All in favor; none opposed; none abstained.
 - Election of Director for second term – Anthony Smith is available to serve a second 3-year term as a community member (retired from the St. Michael's Policy Department). Motion to approve by William Johnson; second by Martha Sparks. All in favor, none opposed, none abstained.
 - Appointment of the 3 new directors and the renewing director will be forwarded to the Talbot County Council for approval.

FY24 Board Meeting Schedule

The Board has had difficulty reaching a quorum in some meetings due to scheduling conflicts for Board members. An alternative date was not identified in a recent survey. Nancy will send out a new survey using information gathered in the Board's discussion and will include new Board members.

The meeting was adjourned 3:25 PM. Motion to adjourn by William Johnson; second by Martha Sparks. All in favor; none opposed; none abstained.

Submitted by: Linda Webb