



TALBOT FAMILY NETWORK
Board of Directors Meeting + Retreat
Tuesday, November 21, 2023 · 2:30-4:00pm · Meeting is open to the public*
In Person: Talbot County Education Center (12 Magnolia Street, Easton)
(Virtual option is available: [meeting link](#))

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	William Johnson
Approval of October Board Meeting Minutes	William Johnson
Bylaw Amendments (introduced at October meeting)	Nancy Andrew
FY25 Community Partnership Agreement Planning	Nancy Andrew
Executive Director Report	Nancy Andrew
MCCS – Hub Request for Proposals – Update	Nancy Andrew
Adjourn Meeting	William Johnson

Next meeting - Tuesday, January 16, 2024 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. (7 of 13 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 to webpage 10/18/23.
Revised and posted to webpage 11/2/23.*

TALBOT FAMILY NETWORK

Board of Director Meeting Minutes

Tuesday, November 21, 2023 – Talbot County Education Center, Easton and Zoom

ATTENDING - In person: William Johnson, Lauren Weber, Sharon Pepukayi and Nancy Andrew.

Virtual: Victoria Billings, Katie Dilley, Samantha Martinez, Berenice Orellana and Martha Sparks

Absent: Chuck Callahan, Linda Webb, Anthony Smith, Maria Maguire and Jennifer Villacorte.

No members of the public attended.

The meeting was called to order at 2:05pm.

Minutes from the October 17, 2023 meeting were approved as presented. Motion to approve by Lauren Weber; second by Sharon Pepukayi. All in favor; none opposed.

ByLaw Amendments

The proposed bylaw changes (attached), which were introduced at the October 2023 Board meeting, were approved as presented. Motion by Katie Dilley; second by Victoria Billings. All in favor; none opposed. The amended bylaws will be sent to the Talbot County Council for final approval. Nancy will work with the County Attorney to draft a resolution for the council.

FY24 Community Partnership Agreement – The Primary Project

Budget Modification

Channel Marker notified TFN in October that the program's sole staff person has moved to a new position in their organization. TFN's funding enables Channel Marker to serve additional elementary schoolers in TCPS. Nancy met with the Channel Marker rep to discuss this change and it was mutually agreed to terminate the contract for FY24. As approved by the TFN Board last month, Nancy proceeded with awarding an \$8,500 FY24 Equity Grant to Mid Shore Pro Bono/Shore Legal Access from the \$18,000 previously awarded to The Primary Project.

Nancy requested budget modification approval to use some of the remaining funds as follows:

- 2nd reprint of the HT Guide: \$4,705 (\$4,505 for 1,000 English and 500 Spanish plus \$200 for translation services)
- \$195 for ED professional development (systems change webinar)

Motion to approved by Lauren Weber; second by Berenice Orellana. All in favor; none opposed.

Nancy will bring a proposal for the \$4,600 balance to the Board.

Annual Performance Evaluation

Nancy will communicate with the Executive Committee to schedule a performance evaluation.

Board Transition

William Johnson announced his new role within the Department of Juvenile Services as the Early Intervention Program Coordinator for the Eastern Shore. Taneesha DeShields, Case Management Program Supervisor Caroline County, will now oversee both Caroline and Talbot Counties. She is already serving with the Caroline LMB and will join the TFN Board in her new role.

Community Assessment

Nancy reviewed highlights and takeaways from the Board’s October retreat. She presented her initial recommendations for the FY25 Community Partnership Agreement (CPA) from which there was Board consensus that she proceed with developing the Notice of Funding Available (NOFA) application.

RESULT	PROGRAM	FY24 FUNDING	RECOMMENDATION
Youth Will Complete School	Reengagement Coordinator	\$49,160	
Youth Have Ops for Employment and Career Readiness	Career Pathways	\$49,750	
Healthy Children	The Primary Project	\$18,000	
Families are Economically Stable	Healthy Habits	\$38,343	Continue w/ new RFP
Families are Economically Stable	Afterschool Programming	\$26,039	Continue w/ new RFP
Families are Economically Stable	Healthy Families	\$107,500	Continue w/ new RFP
Families are Economically Stable	Conversations on Race	\$70,355	Continue w/ new RFP
	Board Administration	\$126,848	Continue
	Community Support	\$41,584	Continue
	LCT	\$68,250	Continue
<i>Proposed Changes = \$116,910 to be reallocated for initiatives in response to the community assessment. New RFPs to be released for the FY25 program funding.</i>			

Release of the FY25 NOFA is expected in January 2024. Nancy will present a formal CPA recommendation to the Board for vote at the January meeting.

Maryland Consortium on Coordinated Community Supports

Katie gave a Consortium update. The RFP for 8-10 pilot hubs was released October 24, 2023 with responses due December 13, 2023. Mid Shore Local Management Boards have been in conversation with Mid Shore Behavioral Health (MSBH) about supporting their application as a pilot hub. A hub application must have a letter of support from each participating Local Education Authority. TCPS has provided a letter of support for the MSBH application.

The next regularly scheduled Board meeting is set for Tuesday, January 16, 2024 at 2:30pm at the Talbot County Education Center with a Zoom option.

The meeting was adjourned 3:25 PM.

Submitted by: Nancy Andrew