



**TALBOT FAMILY NETWORK
Board of Directors Meeting**

Tuesday, May 21, 2024 · 2:30-4:00pm · Meeting is open to the public*

In Person: Talbot County Education Center (12 Magnolia Street, Easton)

(To attend virtually: [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 / Establish Quorum	Linda Webb
Approval of April Board Meeting Minutes	Linda Webb
Bylaws Amendment – Eligible for vote	Nancy Andrew
FY24 Community Partnership Agreement <ul style="list-style-type: none">Budget Modification (Board vote)	Nancy Andrew
Local Care Team Update	Jan Willis
FY23 Mental Health Programming Funding – Update	Lauren Weber
Executive Director Report <ul style="list-style-type: none">FY25 Community Plan<ul style="list-style-type: none">ENOUGH ActFY25 Community Partnership Agreement NOFA<ul style="list-style-type: none">Requests for ProposalsBudget ModificationInteragency Council	Nancy Andrew
Adjourn Meeting	Linda Webb
Next meeting -	Tuesday, June 18, 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 4/17/24.
Revised and posted to webpage 5/3/24.
Revised and posted to webpage 5/17/24.*

TALBOT FAMILY NETWORK

Board of Director Meeting Minutes

Tuesday, May 21, 2024 – Talbot County Education Center + Zoom

ATTENDING – (in-person) Sharon Pepukayi, Maria Maguire, Victoria Billings and Nancy Andrew, and (virtually) Linda Webb, Taneesha DeShields, Anthony Smith, Katie Dilley, Martha Sparks, Samantha Martinez and Jennifer Villacorte

Absent: Chuck Callahan, Clay Stamp, Berenice Orellana, Lauren Weber

Guests: William Johnson, Jan Willis. *No other members of the public attended.*

The meeting was called to order at 2:33pm.

Approval of the April 2024 minutes was deferred. They were inadvertently left out of the May meeting packet.

Meeting Schedule

The Board generally does not meet in July in August. Summer meetings may be required to get Board approval on the allocation of additional funding coming for FY25. The Governor’s Office on Children has not provided official guidance on the use of these funds.

Bylaws Amendment

The bylaws amendments presented at the April 2024 meeting were approved as drafted. Motion by Maria Maguire; second by Katie Dilley. All in favor; none opposed; no abstentions. Nancy will follow up with the County Attorney for drafting the Resolution needed to put these changes before the Talbot County Council.

TALBOT COUNTY LOCAL MANAGEMENT BOARD
TALBOT FAMILY NETWORK BYLAWS
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ARTICLE V
Officers

Section 1. The presiding officers of the Talbot Family Network Board shall consist of a President, Vice-President, and Treasurer. The officers shall be elected at the annual meeting. The Treasurer will be the Talbot County Manager or County Finance Director or a designee to represent them if they are unable to attend. The designee shall remain informed of Talbot Family Network business.

Section 2. The President shall preside at all meetings of the Talbot Family Network Board, appoint committee members and chairs with confirmation by the Board, and assume all duties incident to the office of a president of a non-profit entity, and such other duties as may from time to time be assigned by the Talbot Family Network Board.

Section 3. The Vice-President shall serve in the absence of the President.

Section 4. The Treasurer shall serve as chairperson of the Finance Committee and shall have the responsibility for oversight of all funds, securities, evidences of indebtedness and other personal property of the Talbot Family Network. It is recommended that the County Manager and/or their designee be appointed to the Office of Treasurer. The Treasurer’s designee may represent them if they are unable to attend. The designee shall remain informed of Talbot Family Network business.

Commented [T2]: Add language from above – “or a designee to represent them if they are unable to attend. The designee shall remain informed of Talbot Family Network business.”

Commented [T3]: Remove Treasurer designation here as that is covered in Section 1 above.

FY24 Community Partnership Agreement (CPA)

Budget Modification – The following changes to the FY24 CPA budget were approved as requested. Motion by Samantha Martinez; second by Sharon Pepukayi. All in favor; none opposed; no abstentions.

- Board Administration - Decrease by \$4,771
- Conversations on Race - Decrease by \$1,000
- Community Support - Increase \$3,067 toward double HT Guide reprint (before 7% printing increase)
- BAAM – Afterschool Programming - Increase Salary for Elementary Program Director \$1,208
- Chesapeake Multicultural Resource Center – Healthy Habits - Increase food for family event: \$1,500

FY23 Supplemental Funding for Mental Health Programming – Update

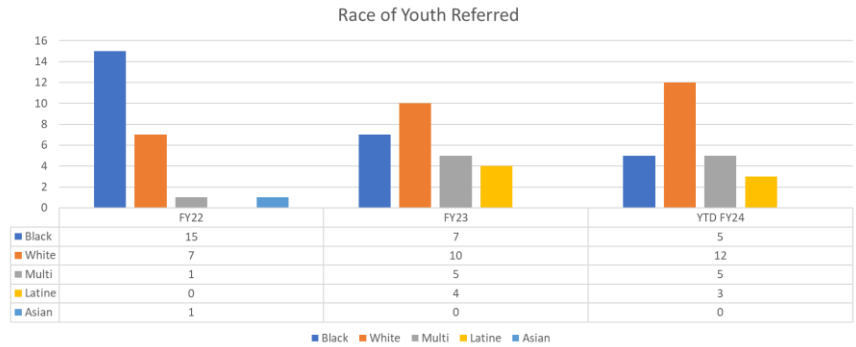
- Report by For All Seasons on outcomes from provider training – deferred to next month.

Local Care Team (LCT) Update

Update by Jan Willis, LCT Coordinator, on performance measures and data.

Questions/areas for follow up.

- Apparent changes in the racial/ethnic demographics of children referred from FY22 – FY24. Jan will look back at the data for more context.
- How to involve local Pediatrician offices. To start, Victoria Billings offered to have Jan make a presentation to Choptank Community Health team members.



FY25 CPA

- **Revised Award Amount** – all LMBs were required to adjust their LCT funding requests. This changed TFN’s FY25 total allocation from \$595,803 to \$595,148
 - **FY25 Requests for Proposals Released:**
 - Afterschool programming (\$70,000)
8 Letters of Intent received – totaling \$322,178
 - Early intervention & prevention home visitation programming (\$107,500)
2 Letters of Intent received – totaling \$215,000
 - Racial equity grants (\$51,000 / 6 full awards at \$8,500/ea)
10 Letters of Intent received – totaling \$85,000
 - On Hold – pending input from the State about ENOUGH Act funding and technical assistance:
 - Collective Impact initiative
 - Participatory Approach project
 - **FY25 Additional Funding**
 - \$750,000 1-time supplemental funds for all LMBS. TFN estimated allocation \$19,500.
 - ENOUGH Act \$5,000,000 carve out for LMBs. TFN estimated allocation \$130,000.
- Nancy hopes to bring recommendations for these funds to the June 2024 Board meeting.

Talbot Interagency Council

From TFN’s FY25-27 Community Plan: A cross-sector countywide interagency council will be launched in FY25 to promote expanded resource/service navigation and interagency collaboration among paid staff and interested community members. Talbot Family Network plans to host at least three council convenings during FY25. The Easton Family YMCA and the Talbot County Free Library have both offered meeting space for these events.

POSSIBLE FRAMEWORK/RESOURCE: [HOPE: Healthy Outcome from Positive Experiences](#) (ACEs/PCEs)

BOARD NOMINATIONS

Bylaws allow up to 15 directors. There are currently 13. Nancy reported that the Nominations Committee will meet on June 4, 2024.

The meeting was adjourned 3:30pm.

Submitted by: Nancy Andrew