

**HUMAN SERVICES ADVISORY COMMISSION
MEETING MINUTES DRAFT
May 10, 2022
6:30 – 8:30 p.m.
Virtual Meeting via Cisco Webex**

Members Present:

Wanneh Dixon, At-large Member and Chair	Stacey Gold, Caregiver Member
Nancy Sushinsky, Caregiver Member	Lauren Lehman, At-large Member
Deborah Moore, Consumer Member	Amanda Schwartz, At-Large Member
Wesley Hickens, At-large Member	Leon Suskin, Caregiver Member

Mayor and Council Liaison Present: Councilmember Mark Pierzchala

Staff Present: Frederika Granger, Community Services Manager

Guest who is interested in joining: Ann Hamlin, Community Reach of Montgomery County

RE: Call Meeting to Order

Meeting was called to order at 6:36pm by Chair, Wanneh Dixon, and was recorded

RE: Community Forum

Ann Hamlin introduced herself

RE: Approval of Minutes from March 8, 2022

Minutes approved with first motion by Ms. Sushinsky, seconded by Ms. Moore and approved unanimously. April 12th notes for meeting that had no quorum may not need to be approved. ACTION ITEM: Ms. Granger will research April 12th notes question.

RE: Community Services Report

Ms. Granger shared that school-based services, Counseling, Mentoring, Latino Youth Development, Therapeutic Recreation, and Linkages to Learning continue to be busy. Mentoring began its Horticulture-KIDZ program in which there are two garden plots at Wootton Mills Park for the students to plant and harvest vegetables. As well the mentees have a soccer team with the COR Dept. of Rec. They will do mentoring and therapeutic recreation in the summer after summer school in July. Latino Youth Development students are enjoying their soccer season as with SAM Soccer in Germantown. They have tied or lost games and are improving. Three are graduating from high school and have applied to attend Montgomery College. They will have an everyday half day soccer and community service camp over the summer. New high school and middle school students will attend. Counseling caseloads continue to be full, with a waitlist for Richard Montgomery HS. Ms. Granger shared again that MCPS is hiring social workers for the

high schools and that there is already a social worker at Wootton HS and one at Rockville HS, who have checked in on waiting lists at those schools. Ms. Granger also shared that the County Council wants to have Wellness Centers in every high school and is starting this year with at least a family case manager and a therapist in some high schools. RHS will have a full-time case manager and therapist expansion, which will free up some of the hours currently used at RHS for RMHS. Linkages to Learning still has a 16-hour vacancy for mental health therapist. They will have a therapeutic rec camp, transition group for 5th graders and a camp later in summer for Maryvale ES students. REAP continues to not get many referrals due to the County's work with Covid rent relief. County will soon launch phase 4 of Covid rent relief. May is Mental Health Awareness Month that Mayor and Council proclaimed at a meeting earlier in May. Some of the Community Services programs are doing Children's Mental Health Matters (CMHM) activities this month to bring more awareness to mental health. CMHM is a campaign out of the Mental Health Association of Maryland. Finally, the Newcomer program has no staff still. Ms. Granger interviewed one and reviewed a few resumes. No suitable candidates yet. Several HSAC members asked for details of Newcomer Program which Ms. Granger shared: METS (Multidisciplinary Education, Training and Support) Classroom for students who have had very little schooling, are new to the country within the year and are suffering from trauma. Newcomer program would have therapeutic recreation for METS students at Richard Montgomery and Rockville HSs because it is too hard to hire therapists. Ms. Schwartz suggested asking some of the Caregivers for assistance with the Newcomer program and with schools overall for mental health. She has heard from teachers and counselors at schools, esp middle and elementary, that they are struggling greatly with the students who suffer with behavior, academic and/or mental health issues. Ms. Schwartz and Ms. Dixon suggested that HSAC could write grants for funding for caregivers to provide more programming for students.

ACTION ITEMS: Ms. Granger will provide a catalog of what is already provided in schools and will find out when new City grants person will be hired and if that person will help HCD look for grants.

RE: City of Rockville FY23 Budget and ARPA Updates

Ms. Granger shared that FY23 budget has been adopted and that the following are funded through budget or through ARPA funding: Bank on Rockville, Needs Assessment, and additional \$60K for Caregivers. CM Pierzchala shared that the HSAC's testimony supporting these items made it easier to recommend that they be funded and that it made sense to move the Needs Assessment to FY23 from FY24 to align with Census data. It was asked how the \$60K addition to Caregivers dispersed to which Ms. Granger shared that all were brought up to their FY22 funding amounts, the recommendations of panel were taken into consideration and a 7% increase for the rest was used, except for those who were already granted what they asked.

RE: Caregiver Grants FY23 Update

Ms. Granger shared that site visits to all caregivers were great and that the Caregivers are doing amazing work.

RE: Revisit HSAC Goals FY22-FY23

Ms. Dixon shared that this would be addressed at next meeting

RE: Caregiver Funding Task Force Recommendations

Ms. Granger shared details about this as several HSAC members are new and it has been almost three years since this was presented to Mayor and Council. The Caregiver Funding Task Force (CFTF) was requested in 2016 by Mayor and Council (with CM Feinberg's suggestion) for the purpose of studying the process, timeline, roles and responsibilities for Caregiver Grant Program. The CFTF was appointed by Mayor and Council in 2017. In July 2019, the CFTF, which included Mark Pascu, then a member of HSAC, Lesley McDonald, Executive Director of Nonprofit Montgomery, and Agnes Saenz, Chair of Caregiver Coalition and Executive Director of Community Reach of Montgomery County, presented its recommendations and, in September 2019, staff presented a two-phase implementation plan for the recommendations. In 2020, with funding approved by Mayor and Council, a Grant Management System was purchased and used for FY22 Grant Cycle. With this, other recommendations were able to be implemented, to include (numbers are the CFTF recommendation numbers in order in their report):

- 6: Grants Management System
- 7: Simplify the application and instructions
- 8: Applications must be complete and submitted by the deadline
- 10: Funds should continue to be allocated by the Community Services Division
- 14: Offer flexibility about requiring Rockville names in reports
- Exec Dir may designate a signor of application.

Phase II recommendations require cross department collaboration and input, so it was left for more research and to get back to Mayor and Council a few months after the September 23, 2019 presentation of implementation plan. Then, COVID, new department and new staff happened. Now, staff would like HSAC to provide input on Phase II recommendations as staff plan to revisit this with Mayor and Council in a June meeting. Ms. Granger listed the Phase II recommendations and asked for input on the major ones, which are marked by an asterisk in this list:

- 1. Human Services Grant Process Flow – to be fair and unbiased
- *2: Roles and Responsibilities – requires working with City Clerk and City Attorney – new Application Review Panel Charter written and approved by Mayor and Council after public hearings
 - City Manager
 - Mayor and Council
 - City Finance Dept.
 - Human Services Grant Staff
 - Application Review Panel
- *3: Proceed with the adopted panel selection process
 - Recruit, appoint members, inc. subject matter experts
 - Panel reviews in April and presents in May, after Finance gives them the total funding amount
- 4: Needs Assessments---Human Services Grant Staff maintain current assessments of five listed and other pertinent assessments and make available to Application Review Panel

- Community Health Needs Assessment by a local hospital. Adventist Healthcare Shady Grove Medical Center;
- Rockville City Youth Needs Assessment;
- Rockville City Senior Needs Assessment;
- Montgomery County Council Adult English Literacy (MCAEL); and
- Interagency Commission on Homelessness and a Ten-Year Plan to end Homelessness in Montgomery County, Maryland
- 5: Narrow Focus Area – based on M&C priorities and the needs of the community
- 7c: Allow flexibility of grantee’s fiscal year start time – staff does not recommend this
- *9: Two-year Grant Cycle – requires research from Grant Staff and City Budget and Finance Depts.
- 11: Grants be paid in two installments—staff, based on previous M&C direction, do not concur with this
- 12: Eligibility Criteria
 - 12a: Previous history as Rockville grantees
 - 12b: If not a history as Rockville grantee, then how to determine eligibility – requires staff recommendation to M&C after researching.
 - 12c: *The service to be provided meets the criteria and priorities established in the Request for Proposals . . .* requires M&C approval of recommendations 4 and 5
 - 13: Twice-yearly reporting – based on previous Mayor and Council direction, staff do not concur with this recommendation.
 - 14: Established definition of Human Services

A 45-minute discussion about the recommendations, with all HSAC members’ providing input, included the following:

- To move the timeline as recommended by CFTF, to application deadline and review in April and May, as Mayor and Council need not be part of funding allocation except for deciding on the total amount. The current timeline has application deadline and review in Dec-Jan at which time it is difficult to get panelists.
- The Application Review Panel should be comprised of current Board and Commission members (who have already been approved by Mayor and Council), including consumers of service, specifically, two from HSAC, two from other Boards or Commissions and two consumers, who, ideally would already be on a Board or Commission. This is similar to how it is currently done. HSAC does not support idea that Mayor and Council would appoint a panel specific to this task. As well, HSAC is concerned about checks and balances, i.e. does not want Panel to have all the grant selection and funding decision making power. They want the staff to provide context and focus for the process and to give input as needed if there is concern about what Panel has decided, much like what happens now. IT was asked if what the panel decides on grantees and amounts of grants changes much through the process of staff’s presentation to City Manager and his

recommendation to Mayor and Council. Ms. Granger said it does not change much at all except when finding is added. Then, staff, with panel recommendations, allocates the additional funds. HSAC does not agree with an all-staff panel, nor do they see the need for the timeline to be application and review in Sept-Oct to allow for Mayor, Council, and City Manager to see what grant requests are. They would rather have the panel, who will have Mayor and Council priorities, needs assessments, and HSAC, Caregiver Coalition and staff input on which to rely to determine what services are needed rather than rely on the Caregiver applications. CM Pierzchala shared that Mayor and Council do not need to see requests at beginning of budget process and pointed out that it is the County that provides safety net human services, and that Rockville fills in, i.e. it is not mandated services that the City is responsible for funding.

- HSAC agrees strongly with a two-year cycle to allow everyone involved to have breathing room. CM Pierzchala pointed out that making it longer than that, i.e. a three year cycle would not allow Mayor and Council, who are elected every four years, to witness two grant cycles in their terms.

ACTION ITEM: Ms. Granger will share at meeting with Mayor and Council, which will likely be after the next HSAC meeting.

RE: Testimony to M&C Dates for testimony

- May 16th Community Forum (3min) – Lauren Lehman—Thank you for funding Bank on Rockville, a new program, a needs assessment and additional support for Caregiver Grant Program
- May 23rd Community Forum (3 min) – Wanneh Dixon - The Low-Income Household Water Assistance Program (LIHWAP) – present proposed testimony for M&C to send to State reps
- June 6th Community Forum (3 min) – Amanda Schwartz – continued need for mental health supports in schools for students as teachers and counselors are struggling immensely—City could fund additional Caregiver and City programming.

RE: SSL Hours for Spring Break Boot Camp (Amanda Schwartz)

Ms. Schwartz shared about Wash, DC’s having teens learn about emergency preparedness during spring break and that they could then teach it to others. This is something that could involve nonprofits and multiple City departments.

ACTION ITEM: Ms. Granger will bring to next meeting the City (and County) Departments that could be involved in this.

RE: Location of HSAC meetings and Recruitment

Meetings will be decided month to month. Due to increase in COVID cases, meeting for June will be virtual. Ideas floated were that could meet twice a year in person and rest virtual as are effective virtually.

ACTION ITEM: Ms. Granger will put in email to members that this is the plan right now.

RE: Federal Legislation Advocacy (All Members)

Nothing right now.

RE: Other Items

Nothing right now.

RE: Agenda items for next meeting, Jun 12th, 2022, Virtual

- Usual report items: Community Services, Caregivers, HSAC goals, testimony update
- Caregiver Funding Task Force recommendations update
- Vacancies
- Future meetings
- Federal Legislation
- Other Items

RE: Adjourn

Ms. Moore motioned to adjourn, and Ms. Gold seconded. Unanimous vote to adjourned at 8:30pm