



Angela D. Alsobrooks
County Executive

THE PRINCE GEORGE'S COUNTY GOVERNMENT

Commission for Children, Youth and Families (Local Management Board)



Elana Belon-Butler
Director

Tuesday, April 28, 2023
4:30 p.m. – 6:00 p.m.
Virtual Meeting/Microsoft Teams
[Click here to join the meeting](#)

Agenda

- I. Welcome- Call to Order – Dr. Orethea Mattison, LMB Director
The meeting was called to order by Dr. Orethea Mattison, Director of the Local Management Board, via Microsoft teams at 4:34pm.
- II. Introductions

Guest: Jonathan Baiden, Program Monitor/LMB Staff; Lyrica Welch, Program Monitor; Raymond Bell, CEO/Project HOPE; Elana Belon-Butler, Department of Family Services; Jaymie Lorthridge, Senior Research Associate/Kaye Implementation & Evaluation, LLC

Mikaela Robinson, DFS-CYFD staff conducted the roll call. The following individuals were in attendance: Carla Plaza, Health, Human Services & Education; Tiffany Hardy, Citizen Member; Douglas Mohler, Department of Juvenile Services; Dr. Orethea Mattison, LMB Director; Courtney Wimbush, LMB Chair; Walter Jackson, Department of Social Services, Yvonne Robinson, State's Attorney's Office, Caitlin Murphy, Health Department
- III. Review/Approval of Minutes
Board Members took a few minutes to review and approve prior meeting minutes. LMB Director Orethea Mattison requested a motion to approve minutes. Carla Plaza called for a motion to approve the minutes. Doug Mohler seconded the motion. The minutes were reviewed and approved at 4:39pm.
- IV. LMB Director's Report – Dr. Orethea Mattison
Dr. Mattison initiated her report with updates about FY24 NOFA. The FY24 NOFA Application was submitted on March 23, 2023, at 3:00pm. At this time, there are no additional request from the Governor's office. The amount was 2+ million. Funding for Community Support was included in the FY 24 NOFA. Included in the NOFA as well is the 5-year strategic plan that will be facilitated by KAYE Implementation and Evaluation. In addition to that, a request for a family navigator position was submitted..

V. Program Monitor CQI Site Visit Presentation - Jonathan Baiden, Program Monitor

Program Monitor Jonathan Baiden gave a review of CYFD program monitoring process and provided insight on our process for evaluating all funded programs, including programs funded by the Governor's Office. The types of site visits include pre-grant assessment, grant monitoring, unscheduled site visits, and post-grant evaluation. The purpose is to track accuracy and progress, capture information and provide support. Before the site visit, the program monitors familiarize themselves with the programs background, programs, and leadership. During the site visit, a policies and procedures manual checklist is utilized to review reports, performance measures, and files, collect data, and discuss current program challenges. Program monitors inspect program deliverables include monthly, semi-annual, and annual reports, program budgets, and miscellaneous correspondence. On-site visits are scheduled twice a year, along with two unscheduled site visits. The visits are conducted in the first half of the year before December and the second half of the year in June. After the visit, a letter is sent summarizing the findings and any corrective action plans.

VI. Prince George's Hope Project - Raymond Bell, Founder of the Hope Project

Mr. Raymond Bell, Founder of the Hope Project, gave a presentation informing the LMB about the Hope Project program. Mr. Bell began the program in 2009 with the intention to end poverty. Originally formed in DC, the program has since grown into Prince George's County offering I.T. training. The program offers occupational training including CDL training. The Hope Project CDL school is one of two licensed programs in Prince George's County.

Carla Plaza asked for the statistics about the effects of the mentorship aspect of the program. Raymond Bell explained that crime is decreased when income levels increase. Carla Plaza also asked about statistics comparing criminal history and the success of the program.

VII. LMB Needs Assessment Survey

Dr. Jaymie Lorthridge, Kaye Implementation & Evaluation Consultants, discussed the formulation and aftermath of the needs assessment survey. Dr. Jaymie began with speaking about her background experience at West App where she learned an abundance about survey research. Dr. Jaymie discussed the outreach efforts to get the most responses for the survey. Dr. Jaymie spoke about the factors that affected the formulation of the survey. Each question on the needs assessment was reviewed during the conversation.

Carla Plaza asked for Clarity on the targeted audience for the survey. Dr. Jaymie explained that the primary audience included caregivers, parents, guardians, and youth 12 years and older in Prince George's County. The person completing the survey must give consent before they begin. Demographic information is also asked at the beginning of the survey.

VIII. Committee Report

LMB Chair's Report – Courtney Wimbush called for the Ad Hoc Committee Reports.

Ad Hoc Committees Report

- **Infrastructure Committee:** Walter Jackson reported that meetings are continuing to occur every month. During the March 27th meeting, attendance was discussed. Mr. Jackson commented that representation in attendance has been well over the past year. The composition of subcommittees and their goals were also discussed during the meeting. Three goals were to identify access and gaps in Prince George's County services, ensure effective provider oversight and monitoring, and to develop a service of education to reinforce the goals of the LMB.
- **Program Committee:** No reports.
- **Communication Committee:** No reports.
- **Data Committee:** No data information.

Announcements and Program Updates

Carla Plaza announced that the County Executive office is partnering with Prince George Child Resource Center to hold an Early Childhood Conference on June 3, 2023.

Adjournment

Courtney Wimbush called for a motion to adjourn the meeting. The motion was seconded and the meeting was adjourned at 5:54PM.

NEXT MEETING June 20, 2023