



CARROLL COUNTY LOCAL MANAGEMENT BOARD (CCLMB)

for Children, Youth, and Families

10 Distillery Drive, Suite 101 | Westminster, MD 21157

410-386-3600 | [CCLMB webpage](#)

Minutes - DRAFT

September 16, 2025, at 9:00 am – 11:00 am

1. Attendance – See sign-in sheet.

2. Welcome & Introductions

Ed Singer welcomed everyone to the meeting, shared the agenda, explained the purpose of the meeting and steps.

3. Approval of May 20, 2025, Meeting Minutes (Christina Ogle)

Christina Ogle asked for a motion to approve the May 20, 2025, CCLMB Minutes. Scott Yard made a motion and seconded by Erin Bishop. The motion was unanimously adopted, and the minutes were approved without objection.

4. Presentation of Community Needs Assessment (Adison Eslinger, Bess Langbein)

Adison presented the Community Needs Assessment and Community Plan with Due East (See attached).

5. Discussion of LMB Responsibility as a Hub Governance and Advisory Board (Ed Singer, Adison Eslinger)

- Ed – Collaboration amongst providers is strong, but there are not enough providers to meet the need and reduce wait time.
- A concern was expressed about the current reimbursement rates. The reimbursement rates have not increased but the cost for services has.
- Keep doing what we're doing – provide voice to youth, community partnerships, be innovative and use data to drive our efforts.
- What does it take to live comfortably in Carroll County?
- How can we support our ELL population maneuver through the barriers?
- Coordinating partners to align resources, particularly for our ALICE population.
- Guiding principles identify HOW we are going to do this work
 - *How we show up is as important as what we do.*

6. Bylaws Revisions (By-Laws Subcommittee) (15 min)

- Scott Yard presented the recommended revisions to the by-laws (see attached).
- Scott made the motion to approve the proposed changes to the bylaws and present them to the Commissioners for Approval, seconded by Brian Gass. The motion was unanimously adopted.

7. Review CCLMB Membership Terms and Nomination of New Members (Ed Singer)

- Ed Singer shared that there is 1 term expiring.
- Ed Singer also shared that 1 member from CCYSB resigned. This position doesn't need to be filled at this time. If people show interest and come to the meetings we can consider filling the position at that time.

CCLMB FY25 MEETINGS (subject to change):

October 14, 2025 • November 18, 2025 • January 20, 2026 • March 17, 2026 • May 19, 2026



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- We have a total of 3 positions to consider filling: Tammy Black , CCYSB, and Diana Flores.
- Nominations will be sent to the Commissioners for approval.
 - Matthew Ramsey – Target Community Services, Inc.
 - Melissa Zahn - Need someone to represent the Hospital and Access Carroll
 - Gavin Leisner - Youth with lived experience voice
 - Gage Minor - Youth with lived experience voice
- Christina Ogle asked for a motion to approve. Scott Yard made a motion and seconded by Heather Powell
 - Ed will get forward the recommended members to the Commissioners' office – it may take time to get formal appointments approved.

8. Engaging Neighborhoods, Organizations, Unions, Governments, and Households (ENOUGH) Local Management Board Capacity Building Grant Program Update (Ed Singer, Adison Eslinger)

- Ed Singer provided an update on the ENOUGH Grant activity.
 - We have wrapped up the Community Assessment and will be presenting to the Commissioners
 - After presentation to the Commissioners, presentations will be made in Westminster and Union Bridge to their councils.
 - The LMB will be setting priorities and working with partners to impact the identified gaps and needs.
 - FY 2026 funding is significantly less than FY 2025 and we have recommended blending CPA and ENOUGH funding to maintain the momentum of the work we have begun, which was approved by the Board of Commissioners.

9. Community Health Resources Commission Hub Gran Update (Ed Singer, Adison Eslinger)

- The LMB will be recommending what gets funded and overseeing the spokes.
- Look at bringing LBHA in to partner with us since they are the experts in monitoring programs when we become a full partnership hub.
- Adison Esslinger will be the Hub Coordinator, and we will hire someone to backfill the ENOUGH position.

10. October Retreat Discussion/Approach (Ed Singer)

- Invite data from programs we fund to present in future
- Focus on GOC Office programs. Look at needs assessment to understand programs and proactively decide what we want to fund and put RFP out at the end of the year. Prioritize what we need to do in the community – may be different from what we are currently doing.
- Presentation on current programs – look at the plan – as a board decide our priorities and put out RFP.
- Could invite a member of GOC to attend, but we don't know if they will attend.

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11. Update on Youth Action Board (Carly Long)

- Carly Long provided an update on the YAB
 - YAB development – reelections
 - YAB created a NEW brochure
 - New meeting space – In Citizen Services Office
 - Continued to find opportunities for outreach
 - Working with YHSI Grant
 - Attending the National Symposium on Solutions to End Youth Homelessness Conference
 - Hygiene drive
 - Bridges Out of Poverty
 - Looking for new members
- Erin Bishop shared that the B&G Club chooses a service project. The Middle Schools would partner to do a project with YAB.

12. Organizational News (All)

- Marie – National Career Exploration, DORS Employment Process, Financial Literacy
- Oct 21, Risky Business
- Oct 4, Household waste/sharps/shredding
- CCPS – More homeless youth than last year/5 providers providing support
- B & G C – Summer camp was filled, youth are back. Last MS will open this year.
- Family shelter project in final stages
- Access Carroll – Hiring new staff Bilingual staff is up to 8-9 people.
- PHP for youth is on pause. Not sure when it will return.
- Ed Singer asked that everyone send flyers to him, and he will distribute.

13. Adjournment – The meeting was adjourned at 10:55 a.m.

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