



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

May 20, 2025, 9:00 am – 11:00 am - In Person (virtual option)

1. Attendance

Quorum? Yes (11/17) Sue Doyle, CCHD – Absent Erin Bishop, BGCC – Present Brian Gass, DJS – Present Kathi Green, CCPS – Present Vicky Kretzer, DSS – Alternate for Carrie Vincent) – Present Marie Liddick, LBHA – Present Celene Steckel, CCG – Present Maria Buckley, DORS – Absent Nicole Jackman, SCS – Absent Amy Jagoda, CCPS – Present (V) Christina Ogle, CCPL & CCLMB Chair – Present Heather Powell, CCWD – Absent Lynn Davis, CCYSB – (Alternate for Malory Sutphin) – Present Javier Toro, CCG – Absent Scott Yard, HSP – Present (V) Diana Flores, Citizen/Youth – Absent Tammy Black, Access Carroll – Present (V)	Staff & Guests (7) Gage Minor, Citizen Gavin Leisner – Citizen Carly Long, Citizen Services Maria Lowry, LCT Coordinator Patrick Webber, Citizen Services Ed Singer, LMB Manager Charlene Gomes, CCYSB Matthew Ramsey, Target Community Services Cortney Davis, Care Healing Center Debby Standiford, CCG - Grants Adison Eslinger, ENOUGH Act Coordinator
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2. Welcome & Introductions

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

3. Approval of March 18, 2025, Meeting Minutes

Christina Ogle asked for a motion to approve the March 18, 2025, CCLMB Minutes. Scott Yard made a motion and seconded by Kathi Green. The motion was unanimously adopted, and the minutes were approved without objection.

4. CPA NOFA Update

- Next year may need to add to budget for fiscal map.
- We will be responsible for adding our own data to the Scorecard.
- Scorecard training will be provided. The dates of the training have not been shared.
- Waiting on the vote of the full commission, but we have been awarded the HUB grant and this will be effective July 1, 2025. Working with the school system to navigate connecting people to services. We will be responsible for the Life Renewal collaboration with CCPS. The asset map we are building as part of our ENOUGH Act will be one of the deliverables.
- Once we have the ENOUGH Act Community Plan, we will need to make sure our programming is aligned with the needs of our communities.

5. Community Needs Assessment and Asset Mapping Process (Bess Langbein)

- We are still working to determine what we want the asset map to look like in the end. This will be a tool to drive our direct resources over 5 years.
- We will convene an ENOUGH Act Steering Committee to work with Due East on the development of the final report. Input from LMB Board members is needed to serve on this committee.
- The slides presented by Due East will be sent to the LMB for review.
- Collective Impact is key when the issue is bigger than one organization.
- Need to identify how we will maintain the Asset Map in the future.
- Need to determine how/where everyone will be able to access the Asset Map.
- Will need to engage the IT Office to discuss the Asset Map.
- Need to determine how we can connect this Asset Map to the Fiscal Mapping requested by the state.
- The Community Planning Meeting will be held in July. The final date – TBD.
- Kathi Green suggested reviewing the Asset Map CCPS completed for the Community Schools work.

6. Community Engagement Plans and Progress

- Have been engaged in community input gathering while attending several community events in Union Bridge and Westminster.
- The Resource Fair in Union Bridge at Elmer Wolfe Elementary School was highly successful. Adison Eslinger met with parents at the Boys and Girls Club during pickup time to solicit input from parents on the survey.
- Youth enjoyed ice cream sandwiches while parents completed the survey.
- Rack cards are displayed at several area offices and business in the Westminster and Union Bridge area to solicit feedback from residents.
- Following the Spanish Mass on June 29th at St John, we will provide a lunch while attendees complete the survey. This event will enable us to solicit input from our Spanish community.
- Anyone interested in receiving a poster or rack cards with the ENOUGH Act survey information, please email Adison Eslinger, aeslinger@carrollcountymd.gov.

7. Next Steps and Process After Plan Completion

- Provide updates to council in Westminster and Union Bridge.
- Commissioners have been supportive of our work, and we will want to provide them with an update as well.
- Once the needs are identified, we will need to review how we are currently allocating our resources to determine if we need to make any adjustments. The resources should be aligned with the greatest needs.

8. Confidentiality Program, Caryn Hines, ESQ, Office of the Secretary of State

- The Maryland Safe at Home Address Confidentiality Program (ACP) was established by [State law](#) in 2006. Administered by the Office of the Secretary of State, the ACP prevents violence and future harm by working closely with government agencies and private companies to keep the location information of survivors and threatened individuals off public record. The ACP empowers Maryland residents who have recently relocated or intend to relocate to a new address to protect themselves and seek stability as active members of society without fearing for their safety
- Additional information available on their webpage: [Division of Safety and Support Services](#)

9. Proposed Meeting Schedule for FY 2026

- Beginning with the September meeting, the LMB may shift the meeting location to The Cove. The Cove provides better access to technology and free parking.
- The FY2026 Proposed LMB Meeting Schedule was reviewed.
- Ed will send calendar invites out to everyone.
- Please reserve October 14, 2025, for the LMB Retreat.

10. Board Development

- Lynn is currently Acting Director for CCYSB. Once there is a change in her position, we will need to make the

adjustment to the Board.

- We currently have 4 members that do not attend on a regular basis. Ed will speak with each of these members individually to determine if they intend to continue their commitment to the LMB Board.
- We do not currently have any language in the bylaws that addresses no shows.
- Need to add language to the bylaws to address ENOUGH Act.
- Christina Ogle, Scott Yard and Heather volunteered to assist Ed with reviewing the bylaws. Once the needed revisions are drafted and reviewed by the LMB, Ed will take them to the Commissioners for their approval.
- Likely that the mission statement will not change, but what we do to accomplish the mission may need to be revised.
- We need to review the makeup of the Board to make sure we have representation of the youth voice through student membership and youth within the community. If we value their voice, we should also consider them to be voting members.
- Kathi Green will assist Ed with identifying the best format for identifying student membership and how best to engage them with the meetings (virtually vs. attending in person).
- Christina Ogle asked for a motion to approve Courtney as a member of the LMB. Heather Powell made a motion and seconded by Kathi Green. The motion was unanimously adopted, and Courtney's membership was approved without objection.
- Tammy Black will remain a member of the LMB Board.

11. News and Updates

- **Celene Steckel:**

The Family Shelter is moving quickly. There will be 10 family rooms, green space, kitchenette, fenced back play area, tutor rooms, multiple bathrooms with privacy, and an emergency space. The YAB has provided input for the space to be used for youth ages 18-24 that need a space separate from the families.

Food distributions continue at Taneytown and Union Bridge.

Circle of Caring is sponsoring a Resource Fair in Taneytown on Thursday May 29th from 9am to 12pm in Trinity Evangelicals Lutheran Church parking lot—38 W. Baltimore Street Taneytown, MD 21787

- **Marie Liddick:**

Risky Business will be October 21, 2025, at St. John Portico

- **Melissa Zahn:**

Access Carroll is working to hire a Behavioral Health Provider and Medical staff.

- **Heather Powell:**

Work Force Development is prepping for summer youth employment. They are looking for additional employers to host young people for 6 weeks during the summer. CCG pays the youth and they are available July 1 – 2nd week in August, 20-25 hours per week, M/T/Th/F.

➤ [SUMMER YOUTH EMPLOYMENT PROGRAM - Carroll County Workforce Development](#)

- **Dr. Matthew Ramsey:**

Join the CCAC, the Arc, Target, and FLICC for an evening of films that inspire audiences, promote inclusion, and support transformative filmmaking as an integral part of social change. This unique event, which focuses exclusively on films that celebrate the diverse lives and creativity of people with intellectual and developmental disabilities (I/DD), strives to challenge assumptions and breakdown stereotypes.

➤ [Sprout Film Festival – Carroll County Arts Council](#)

- **Erin Bishop:**

Boys and Girls Club ends on Friday, May 23, 2025, to prepare for summer camp. All summer camp sessions are

full and have a waiting list. There are openings in the Kahlert Leadership Academy and scholarships are available.

We are pleased to recognize Jared for being named Maryland Youth of the Year. Jared will represent Maryland at the Northeast Region Youth of the Year Event in New York City in June.

- **Kathi Green:**

17.5 days remaining in the current school year. There are select summer academic camps and students have been identified.

ESY begins in July, Monday through Thursday.

Summer food program news will be coming out shortly. Sun Bucks will remain \$40 per month for SNAP eligible recipients.

- **Lynn Davis:**

CCYSB has Open Access, a walk-in that provides a full assessment. 87% rate for bringing the youth into the agency. Tuesdays, 8:30am-11:00am and 2:00pm-5:00pm and Wednesdays, 11:30am-2:00pm.

- **Courtney Davis:**

Carroll Magazine recently identified Care Healing Center as the best Nonprofit Organization in Carroll County.

May 28, 2025, is Red Zone Readiness. The “Red Zone” is the first several weeks of college when students are at higher risk for sexual assault. Over 50% of college sexual assaults happen during this time. Knowing how to stay safe and where to find support can make all the difference.

- **Brian Gass:**

June 10, 2025, is the annual Carroll County Law Enforcement Torch Run for Special Olympics.

➤ [Law Enforcement Torch Run | MD-Westminster, MD - Official Website](#)

- **Christine Ogle:**

Free access to Carroll County Times and Baltimore Sun with your CC Library Card. On the library website, go to collections and put in your library card number and your password.

12. News and Updates

The meeting adjourned at 11:05 a.m.

CCLMB September Meeting

Tuesday, September 16, 2025, from 9:00 AM – 11:00 AM

Meeting Link: TBD

Join by Phone: TBD

Access Code: TBD

Download the app: <https://meet.goto.com/install>