

Introduced 2/4/19  
 Public Hearing 2/19/19  
 Council Action 3/4/19  
 Executive Action 3/8/19  
 Effective Date 5/9/19

**County Council Of Howard County, Maryland**

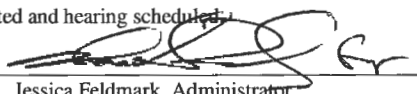
2019 Legislative Session


Legislative Day No. 3


Bill No. 5-2019


Introduced by: The Chairperson at the request of the County Executive

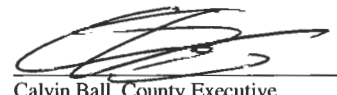
AN ACT amending the purpose of the Local Children’s Board; amending the membership of the Board; amending certain provisions related to the Officers of the Board; amending the number of meetings required to be held by the Board; amending the responsibilities of the Board; removing certain review requirements; making certain technical corrections and generally relating to the Local Children’s Board.

Introduced and read first time February 4, 2019. Ordered posted and hearing scheduled.  
 By order   
 Jessica Feldmark, Administrator

Having been posted and notice of time & place of hearing & title of Bill having been published according to Charter, the Bill was read for a second time at a public hearing on February 19, 2019.  
 By order   
 Jessica Feldmark, Administrator

This Bill was read the third time on March 4, 2019 and Passed X, Passed with amendments \_\_\_\_\_, Failed \_\_\_\_\_.  
 By order   
 Jessica Feldmark, Administrator

Sealed with the County Seal and presented to the County Executive for approval this 6 day of March, 2019 at 10 a.m./p.m.  
 By order   
 Jessica Feldmark, Administrator

Approved/Vetoed by the County Executive Maren E, 2019  
  
 Calvin Ball, County Executive

NOTE: [[text in brackets]] indicates deletions from existing law; TEXT IN SMALL CAPITALS indicates additions to existing law; ~~Strike-out~~ indicates material deleted by amendment; Underlining indicates material added by amendment

1 **Section 1. Be It Enacted** by the County Council of Howard County, Maryland, that the Howard  
2 County Code is amended as follows:

3 *By amending:*

4 *Title 12. Health and Social Services.*

5 *Subtitle 3. Local Children's Board.*

6

7

**TITLE 12. HEALTH AND SOCIAL SERVICES.**

8

**SUBTITLE 3. LOCAL CHILDREN'S BOARD.**

9

10 **Section 12.300. Local Children's Board established; STAFFING; purpose; GENERAL**  
11 **PROVISIONS.**

12 (a) *Board Established.* There is a Howard County Local Children's Board within the Department  
13 of Community Resources and Services. IN THIS SUBTITLE, THE TERM "BOARD" SHALL MEAN THE  
14 HOWARD COUNTY LOCAL CHILDREN'S BOARD.

15 (b) *Staffing.* Except as provided in [[subsection]] SECTION 12.306(a) of this subtitle, the  
16 Department of Community Resources and Services shall provide staffing for the [[Local  
17 Children's]] Board.

18 (c) *Purpose of THE [[Local Children's]] Board:*

19 [[(1)] The [[Local Children's]] Board shall [[approve and oversee the implementation of]]  
20 APPROVE, OVERSEE, AND ACT AS a [[local,]] NEUTRAL CONVENER THAT FACILITATES  
21 interagency [[service delivery system]] COLLABORATION, YOUTH EMPOWERMENT AND  
22 COMMUNITY ENGAGEMENT TO CREATE AND IMPLEMENT A SHARED VISION for children,  
23 youth and families in Howard County.

24 [[(2) The Local Children's Board shall act as the planning and coordinating mechanism for  
25 children's services.]]

26 (D) *GENERAL PROVISIONS.* GENERAL PROVISIONS APPLICABLE TO THE BOARD ARE SET FORTH IN  
27 SUBTITLE 3, "BOARDS AND COMMISSIONS," OF TITLE 6, "COUNTY EXECUTIVE AND THE EXECUTIVE  
28 BRANCH," OF THE HOWARD COUNTY CODE.

29

30 **Section 12.301. Membership of THE [[Local Children's]] Board; appointment.**

31 (a) *Appointment:*

1 (1) Members of the [[Local Children's]] Board shall be appointed by the County Executive and  
2 confirmed by the County Council.

3 (2) The [[Officers of the Local Children's]] Board may RECOMMEND INDIVIDUALS [[appoint a  
4 nominating committee, which may recommend individuals]] to fill a vacancy on the Board.  
5 The County Executive shall consider the individuals recommended by the  
6 BOARD[[nominating committee]], but need not fill a vacancy from the list of individuals  
7 recommended.

8 (b) *Number of Board Members; Apportionment of Representation:*

9 (1) The [[Local Children's]] Board shall have at least 19 members and no more than 29  
10 members.

11 (2) (i) [[The Local Children's Board shall maintain at all times 51 percent public sector  
12 representation and 49 percent private sector representation.]] AS PRACTICABLE, THE  
13 BOARD SHALL CONSIST OF A MAJORITY OF PUBLIC SECTOR (EX-OFFICIO)  
14 REPRESENTATION AND A MINORITY OF PRIVATE SECTOR REPRESENTATION.

15 (ii) At least 20 percent of the private sector representation shall be comprised of [[former  
16 service consumers or family members of consumers]]FORMER CONSUMERS OR  
17 FAMILY MEMBERS OF CONSUMERS OF SERVICES FOR CHILDREN, YOUTH AND FAMILIES  
18 IN HOWARD COUNTY.

19 (c) *Qualifications of Members of the [[Local Children's]] Board:*

20 (1) Members of the [[Local Children's]] Board [[shall either reside or work in Howard County  
21 and]] shall demonstrate an interest in children's services. As far as is practicable, the  
22 [[Local Children's]] Board shall reflect the gender, geographic, ethnic and racial makeup  
23 of the County.

24 (2) The membership of the [[Local Children's]] Board shall reflect, as closely as is reasonable  
25 and practical, the profile contained in this paragraph.

26 [[(i)The Board shall contain at least four consumer or family members, including:

- 27 a. A former consumer of child services;
- 28 b. A parent, family member, or guardian of a consumer of child services; and
- 29 c. An adolescent currently enrolled in the Howard County Public School System.

30 (ii) The members of the Board from the private sector shall include:

- 31 a. An individual representing private nonprofit child serving agencies;

- b. An individual with business experience;
- c. A child advocate;
- d. An academician;
- e. An individual representing a private nonprofit agency serving individuals with disabilities; and
- f. An individual from a philanthropic organization.

(iii) Members of the Board from the private sector may include:

- a. Individuals with business experience;
- b. Individuals with legal experience;
- c. Individuals with financial experience;
- d. Individuals representing the religious community;
- e. A health care professional;
- f. A mental health professional;
- g. A child care professional;
- h. Individuals representing private for-profit child serving agencies; and
- i. A pediatrician.]]

(I) THE MEMBERS OF THE BOARD FROM THE PRIVATE SECTOR MAY INCLUDE:

- A. A MINIMUM OF TWO YOUTH MEMBERS (AGES 14-24) WITH ONE CURRENTLY ATTENDING A HOWARD COUNTY PUBLIC SCHOOL;
- B. AT LEAST ONE INDIVIDUAL REPRESENTING PRIVATE NON-PROFIT CHILD-SERVING AGENCIES;
- C. AT LEAST ONE INDIVIDUAL WITH BUSINESS EXPERIENCE;
- D. AT LEAST ONE INDIVIDUAL FROM THE FAITH COMMUNITY;
- E. AT LEAST ONE INDIVIDUAL REPRESENTING THE DISABILITY COMMUNITY;
- F. AT LEAST ONE INDIVIDUAL REPRESENTING THE HEALTH CARE COMMUNITY; AND
- G. AT LEAST ONE INDIVIDUAL REPRESENTING THE MENTAL HEALTH COMMUNITY.

[[iv]](ii)The following [[individuals from the public sector]] EX OFFICIO MEMBERS shall [[be invited to]] serve on the Board:

- a. The Director of the local Department of Social Services;
- b. The Superintendent of [[Public Schools]]THE HOWARD COUNTY PUBLIC SCHOOL SYSTEM [[or an assistant superintendent]];

- c. The Supervisor of the Local Office of Juvenile ~~[[Justice]]~~SERVICES;
- d. The Health Officer ~~[[of Howard County]]~~;
- e. The Chief of Police ~~[[of Howard County]]~~;
- f. The State's Attorney ~~[[for Howard County]]~~;
- g. The Director of THE DEPARTMENT OF Recreation and Parks;
- h. The Director of the Department of Community Resources and Services; ~~[[and]]~~
- i. ~~[[The Executive Director of the Howard County Mental Health Authority]]~~THE DIRECTOR OF THE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT;
- J. THE REGIONAL MANAGER OF THE LOCAL CHILD CARE ADMINISTRATION;
- K. THE ADMINISTRATOR OF THE OFFICE OF WORKFORCE DEVELOPMENT; AND
- L. THE DIRECTOR OF THE HOWARD COUNTY LIBRARY SYSTEM.

[[v) The following individuals from the public sector may be invited to serve on the Board:

- a. A judge from the District Court of Howard County or designee;
- b. A judge from the Circuit Court of Howard County or designee;
- c. The regional manager of the local child care administration or designee;
- d. A member of the Howard County Housing Authority or designee;
- e. An individual with responsibilities for coordination of transportation; and
- f. The Director of the Howard County Library.]]

(d) *Voting Members:*

- (1) All members appointed to the ~~[[Local Children's]]~~ Board shall be voting members.
- (2) A SIMPLE majority, but no less than ten voting members of the ~~[[Local Children's]]~~ Board shall constitute a quorum for the purpose of conducting business.
- (3) In all matters before the ~~[[Local Children's]]~~ Board, the members shall make every attempt to reach consensus prior to a vote being called.
- [[4) In the event consensus is not reached during a reasonable period of time as determined by the Chairperson, the vote of a majority of members then serving on the Local Children's Board shall decide the matter.]]

(e) *Terms of Members of THE~~[[Local Children's]]~~ Board:*

1 (1) EXCEPT FOR YOUTH MEMBERS, THE [[The]] members of the [[Local Children's]] Board  
2 shall serve staggered terms of five years. YOUTH MEMBERS SHALL SERVE STAGGERED  
3 TERMS OF TWO YEARS.

4 (2) Vacancies on the [[Local Children's]] Board shall be filled in the same manner as the  
5 original appointment or for the unexpired term.

6 (3) At the end of the term a member of the [[Local Children's]] Board, the member continues  
7 to serve until a successor is appointed.

8 (4) A member of the [[Local Children's]] Board who is appointed to complete an unexpired  
9 term serves only for the rest of that term, unless the member is reappointed.

10 (f) *Removal from Office:* In accordance with the provisions of section 903 of the Howard County  
11 Charter, a member of the [[Local Children's]] Board may be removed for incompetence,  
12 misconduct, or failure to perform the duties of the position.

13 (g) *Officers of the [[Local Children's]] Board:*

14 (1) The [[Local Children's]] Board shall elect Officers from among its members, to serve  
15 [[one]]TWO-year terms AS OFFICERS.

16 (2) The Officers shall consist of a Chairperson, a Vice-Chairperson, [[a Secretary,]] and [[a  
17 Treasurer]]THREE SECOND VICE-CHAIRPERSONS.

18 (3) A member may not be elected to the same office for more than [[three]]TWO consecutive  
19 terms.

20 **Section 12.302. Meetings of the [[Local Children's]] Board.**

21 (a) *Number and Place:* The [[Local Children's]] Board shall meet [[at least ten]]A MINIMUM OF  
22 SIX times per year at the times and places it determines. The Board may meet more often for special  
23 meetings at the call of the Chairperson [[with ten days' notice to members]].

24 (b) *Board Meetings Are Public:* All meetings of the [[Local Children's]] Board shall be open to  
25 the public except[[:

26 (1) When the Board is meeting regarding matters related to personnel;

27 (2) When matters discussed would breach laws regarding the confidentiality of juvenile  
28 records; or

29 (3) When]]WHEN a meeting is closed as authorized under [[Federal, State, or local law]]  
30 FEDERAL OR STATE LAW.

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**Section 12.303. Committees of the [[Local Children's]] Board.**

- (a) *Committee Establishment and Structure:* The Officers of the [[Local Children's]] Board may appoint committees of the Board as it deems necessary for the execution of the mission, purpose, and goals of the Board.
- (b) *Committee Membership:* Committee members may include members of the community or members of the Board AND A BOARD MEMBER SHALL SERVE AS COMMITTEE CHAIR.

**Section 12.304. Responsibilities and duties of THE[[Local Children's]] Board.**

- (a) *Responsibilities and Duties:* The [[Local Children's]] Board shall:
  - (1) [[Conduct an ongoing]]PERIODICALLY CONDUCT A needs assessment which identifies priorities, gaps in services, and areas of duplication;
  - (2) Identify barriers to integration or access to services;
  - (3) [[Create a plan for an integrated continuum of care and services that is child centered and family oriented, emphasizing prevention, early intervention, and community-based programs]] PRIORITIZE, DESIGN, AND IMPLEMENT STRATEGIES TO ACHIEVE CLEARLY DEFINED RESULTS FOR FAMILIES AND CHILDREN;
  - (4) MAINTAIN STANDARDS OF ACCOUNTABILITY FOR LOCALLY AGREED UPON RESULTS FOR CHILDREN AND FAMILIES;
  - (5) INFLUENCE THE ALLOCATION OF RESOURCES ACROSS SYSTEMS AS NECESSARY TO ACCOMPLISH DESIRED RESULTS;
  - (6) COORDINATE CHILDREN AND FAMILY SERVICES WITHIN THE COUNTY TO ELIMINATE FRAGMENTATION AND DUPLICATION OF SERVICES;
  - (7) CREATE AN EFFECTIVE SYSTEM OF SERVICES, SUPPORTS AND OPPORTUNITIES THAT IMPROVE OUTCOMES FOR CHILDREN, YOUTH AND FAMILIES;
  - (8) OPERATE BASED ON LOCALLY AGREED UPON PRINCIPLES CONCERNING SERVICE DELIVERY;
  - (9) REPRESENT LOCAL RESIDENTS, COMMUNITIES AND STATE AND LOCAL GOVERNMENT; AND
  - [[4]]10) By [[December]] APRIL1 of each year, submit a report to the County Executive and County Council describing the [[Local Children's]] Board's activities in the previous fiscal year, assessing the Board's progress toward the goals and objectives for the previous fiscal year and stating the goals and objectives for the next fiscal year and making

1 recommendations for any legislative and funding changes the Board deems necessary to  
2 accomplish the responsibilities and duties established by this section[[];

3 (5) Implement a multidisciplinary, interagency effort that is collaborative to maximize  
4 available resources in the County;

5 (6) Encourage, promote, and actively develop services which are complementary to the goals  
6 of the plan;

7 (7) Provide for community and family involvement in the service delivery system, including  
8 involvement in the planning processes and evaluation of service;

9 (8) Assure the development of an integrated data collection system;

10 (9) Implement an integrated management information system with the capacity to track case  
11 level data, monitor service delivery, track outcomes, and track expenditures for reporting  
12 on service delivery;

13 (10) Monitor expenditures to ensure they are in line with the priorities of the interagency plan;

14 (11) In addition to process evaluation, develop measurable outcomes to document program  
15 effectiveness;

16 (12) Continuously measure program performance against projected goals;

17 (13) Monitor service delivery to ensure access to effective programs with measurable  
18 outcomes;

19 (14) Assure the development of tracking processes which will document progress toward  
20 desired outcomes;

21 (15) Established open communication with and accountability to the citizens of Howard  
22 County;

23 (16) Promote training for all involved parties, including Board members, agency staff, and the  
24 community to impart the goals and vision of the Local Children's Board;

25 (17) Assure that contractor staff have the training necessary to perform their contracted tasks;

26 (18) Advocate for public policies, including legislation, which ensure all children a safe,  
27 nurturing, permanent environment and access to quality services which enable them to  
28 reach their full potential;

29 (19) Advocate for adequate fiscal resources to service children and families in Howard  
30 County;

31 (20) Advocate for quality services and seek to optimize community-based services.



1 (21) Review and make recommendations on all contracts submitted for the provision of family  
2 preservation, return/diversion services and all programs funded through the subcabinet  
3 fund.

4 (22) Monitor all private or public agency subcontractors, subgrantees and consultants for  
5 compliance with program requirements, as set forth in the Board's contracts and grants  
6 and the terms of its community partnership agreement.

7 (23) Participate in decision making for the expenditure of all funds which flow through the  
8 Local Children's Board.

9 (24) Participate in the evaluation of the Human Services Specialist II, Titled Program  
10 Manager, and the Human Services Specialist III, titled local Children's Board  
11 Coordinator.

12 (25) Develop an evaluation plan and establish baseline results through a review of established  
13 results, historical data and Federal requirements]].

14 (b) *Limits on Powers of the Board:* The powers and duties granted to the [[Local Children's]]  
15 Board may not be construed to authorize the Board to:

16 (1) Preempt or supersede the regulatory authority of any State or County [[Department or  
17 Agency]]DEPARTMENT OR AGENCY; or

18 (2) Engage in any activity which is beyond the express powers of the Board.

19  
20 **Section 12.305. Conflict of interest.**

21 (a) *Members and Employees of the Board:* Members and employees of the [[Local Children's]]  
22 Board shall be subject to the Howard County public ethics law.

23 (b) *Conflict of Interest:*

24 (1) A member of the [[Local Children's]] Board shall declare the member's interest in any  
25 matter before the Board.

26 (2) If there is any interest to a private sector member in a matter before the Board, the member  
27 may not participate in discussions or vote on the matter.

28 (c) The [[Local Children's]] Board's subcontractor(s) or subgrantee(s) may not be paid consultants  
29 to the [[Local Children's]] Board.

30  
31 **Section 12.306. In kind services.**

1 (a) *Acceptance by [[Local Children's]]THE Board:* The [[Local Children's]] Board may accept in-  
2 kind services of County [[Departments and Agencies]] DEPARTMENTS OR AGENCIES for needs  
3 associated with the operation of the Board.

4 (b) *Consultants.* The Board may engage any necessary consultants.  
5

6 **[[Section 12.307. Panel to review operations of the Board.**

7 (a) *Appointment:* The County Executive shall appoint every three years beginning with the year  
8 2004 a panel of at least eight people to include the County Auditor, a member of the Local  
9 Children's Board, two members of the general public and other members appointed by the County  
10 Executive to review the operations and effectiveness of the Local Children's Board.

11 (b) *Panel Recommendations:* Recommendations of the review panel may include recommended  
12 changes to improve the operation of the Board.

13 (c) *Report of Findings:* Within 12 months of its appointment, the review panel shall report its  
14 findings and recommendations to the County Executive and the County Council.]]  
15

16 **Section 12.308. Reserved.**  
17

18 *Section 2. And Be It Further Enacted by the County Council of Howard County, Maryland,*  
19 *that this Act shall become effective 61 days after its enactment.*



HOWARD COUNTY DEPARTMENT OF COMMUNITY RESOURCES AND SERVICES  
9830 Patuxent Woods Drive ■ Columbia, Maryland 21046 ■ 410-313-6400 voice/relay

Jacqueline R. Scott, Director  
communityresources@howardcountymd.gov

FAX 410-313-6424

**TO: Lonnie Robbins, Chief Administrative Officer**

**DATE: January 11, 2019**

**FROM: Jacqueline R. Scott, Director, Department of Community Resources and Services**

**RE: Council Testimony, Changes to Local Children's Board Code**

The Department of Community Resources and Services is seeking Council approval for a bill updating the code for the Local Children's Board.

The changes to the code affect:

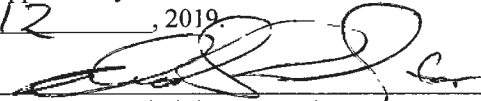
1. The roles and responsibilities of the Local Children's Board. The updates align with the by-laws and the Local Management Board manual from the Governor's Office for Children.
2. Membership of the Board. These edits clarify Ex Officio membership, add specific positions, and clarify private sector membership.
3. The updates include the extension of youth terms from one to two years.
4. The roles of officers. Edits were made to better reflect purpose and needs of the Board, with specific emphasis on its executive committee.
5. Removing section 12.308. This section governs the process for convening a panel to review Board operations. Removal is suggested because this activity is conducted annually by both the Governor's Office for Children and an external independent auditor.
6. Changing the number of meetings. The bill proposes to change the number of annual meetings from at least 10 to at least 6. The rationale for this change is that the Board meets in "subcommittees" every other month and feels that 6 annual meetings of the full-Board is adequate.

Cc: Jennifer Sager

*The Department of Community Resources and Services provides vital human services through its offices of ADA Coordination, Aging and Independence, Children and Families, Community Partnerships, Consumer Protection, Human Trafficking Prevention, Local Children's Board, and Veterans and Military Families.*

BY THE COUNCIL

This Bill, having been approved by the Executive and returned to the Council, stands enacted on

March 12, 2019.  
  
\_\_\_\_\_  
Jessica Feldmark, Administrator to the County Council

BY THE COUNCIL

This Bill, having been passed by the yeas and nays of two-thirds of the members of the Council notwithstanding the objections of the Executive, stands enacted on \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jessica Feldmark, Administrator to the County Council

BY THE COUNCIL

This Bill, having received neither the approval nor the disapproval of the Executive within ten days of its presentation, stands enacted on \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jessica Feldmark, Administrator to the County Council

BY THE COUNCIL

This Bill, not having been considered on final reading within the time required by Charter, stands failed for want of consideration on \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jessica Feldmark, Administrator to the County Council

BY THE COUNCIL

This Bill, having been disapproved by the Executive and having failed on passage upon consideration by the Council stands failed on \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jessica Feldmark, Administrator to the County Council

BY THE COUNCIL

This Bill, the withdrawal of which received a vote of two-thirds (2/3) of the members of the Council, is withdrawn from further consideration on \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jessica Feldmark, Administrator to the County Council