



Wes Moore, Governor • Aruna Miller, Lt. Governor • Rafael López, Secretary • Cora L. Grishkot, Director

## **Harford County DSS Advisory Board**

**May 15, 2025**

**6:00 p.m. – Meeting (in person)**

### **AGENDA**

Jill Latteri, LCSW-C  
Assistant Director  
Social Services Administration

Jennifer Sizemore  
Assistant Director  
Child Support Administration

Sandi Johnson  
Assistant Director  
Family Investment Administration

Ryan P Rowe  
Assistant Director  
Local General Administration

Headquarters  
Social Services Administration  
2 South Bond Street  
Suite 300  
Bel Air, MD 21014-3736  
Phone: 410-836-4700  
Fax: 410-836-4945

Child Support Administration  
101 South Main Street  
Suite 102 & 200  
Bel Air, MD 21014  
Phone: 1-800-332-6347  
Fax: 410-638-8990

Family Investment Administration  
Swan Creek Village Center  
2029 Pulaski Highway  
Havre de Grace, MD 21078  
Phone: 410-297-6100  
Fax: 410-297-6134

Child Advocacy Center  
23 North Main Street  
Bel Air, MD 21014  
Phone: 410-638-3294  
Fax: 410-638-3296

### **I. Approval of Minutes**

### **II. Board Chair Report – A. Hamilton**

### **III. Director's Report – TBD**

### **IV. General Discussion Topics**

- \$3000 Donation – Jazma and Paul Coates
- \$120 Donation – Catholic Charities

### **V. New Business**

- Bylaws and Handbook Update
- Nominating Committee Report

### **VI. Old Business**

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### **VII. Committee Reports**

- Continuous Quality Improvement Council Report – P. Smith
- Finance –J. Kuterbach
- Events and Fundraising – P. Weaver/A. Hamilton/
- Public Relations – N. Robert/D. Galloway/C. Phillips/A. Mangione
- Board Administration – A. Mountain/A. Hamilton/C. Gerhardt
- Legislative Liaison – K. Cluster/ V. Jones

### **VIII. Action Items**

- Mini-Golf Fund Raiser – Labeled until September 2025

### **IX. Meeting Adjourned**

Next Meeting – June 19th, 2025 (Juneteenth)

**Appendix**

**New Committee Membership (FY 2024)**

|        | <b>Continuous Improvement Council (CQI)</b> | <b>Finance</b> | <b>Events and Fundraising</b> | <b>Public Relations</b> | <b>Board Administration</b> | <b>Legislative</b> |
|--------|---|----------------|-------------------------------|-------------------------|-----------------------------|--------------------|
| Chair  | Pamela Smith                                | Jim Kuterbach  | Pat Weaver                    | Dea Galloway            | Andrée Mountain             | Vicki Jones        |
| Member |   |                | Alicia Hamilton               | Angela Mangione         | Alicia Hamilton             | Kourtney Cluster   |
|        |   |                | Cynthia Phillips              | Cynthia Phillips        | Pat Weaver                  |                    |
|        |   |                | Kourtney Cluster              | Nolanda Robert          | Christine Gearhardt         |                    |
|        |   |                | Daniel Rusin                  |                         |                             |                    |

**Note: CQI: 2 allowed based on bylaws**

**Harford County Department of Social Services Advisory Board Perpetual Calendar**

|      | <b>Month</b> | <b>Day</b>  | <b>Action</b>   |
|------|--------------|-------------|---|
| 2025 | January      | • 16        | <ul style="list-style-type: none"> <li>Advisory Board meeting, 6:00 p.m., In Person</li> <li>(Select Director Evaluation Committee)</li> </ul>  |
|      | February     | • 20        | <ul style="list-style-type: none"> <li>Advisory Board meeting, 6:00 p.m., In Person</li> </ul>  |
|      | March        | • 20        | <ul style="list-style-type: none"> <li>Advisory Board meeting, 6:00 p.m., In Person</li> </ul>  |
|      | <b>April</b> | • <b>13</b> | • <b>Committee Reports Due</b>  |
|      |              | • 17        | <ul style="list-style-type: none"> <li>Advisory Board meeting, 6:00 p.m., In Person</li> </ul>  |
|      | <b>May</b>   | • <b>11</b> | • <b>Committee Reports Due</b>  |
|      |              | • 15        | <ul style="list-style-type: none"> <li>Advisory Board meeting, 6:00 p.m., In Person</li> <li>Establish Nominating Committee</li> </ul>  |
|      | <b>June</b>  | • <b>15</b> | • <b>Committee Reports Due</b>  |
|      |              | • 19        | <ul style="list-style-type: none"> <li>Advisory Board meeting, 6:00 p.m., In Person</li> <li>CQI Council Board Liaison is selected if term is expired)</li> <li>Board Officer Elections</li> </ul>                                |
|      | July         | • N/A       | <ul style="list-style-type: none"> <li>No Advisory Board meeting</li> </ul>   |
|      | August       | • 21        | <ul style="list-style-type: none"> <li>Board Development and Recruitment Committee updates Board Strategic Plan for new fiscal year for presentation at the September Board meeting</li> <li>No Advisory Board meeting</li> </ul> |

Updated 4/2025