



Calvert County Local Behavioral Health Authority Advisory Council

March 31, 2025

10am-2pm

Prince Frederick Volunteer Rescue Squad
755 Solomons Island Rd S, Prince Frederick, MD 20678

Purpose: Oversight and provision for the Local Behavioral Health Authority's strategic plan to ensure quality behavioral health services are good quality, accessible, and plentiful to Calvert County residents.

AGENDA:

Time	What	Who
10:00am	Call to Order & Roll Call/ Ice Breaker -Approve January meeting minutes	LBHA Team
10:30am	Mission, Vision, Values Refresh	Everyone
11:00am	Review Policy and Procedure	Everyone
11:15am	Subcommittee Planning	Everyone
12:15pm	LUNCH BREAK	Everyone
12:30pm	Subcommittee Planning Continued	Everyone
1:45pm	Next Steps	Everyone

Attendance: Champ Thomaskutty, Andrea McDonald-Fingland, Denise Dickerson, Jennifer Moreland, Cynthia Scribner, Cecelia Lewis, Joe Windsor, Josh Underwood, Kara

Harrer, Megan Sarkaya, Noelle Flaherty, Danielle Johnson, Margeret Van Auker, Edward Sullivan, Katie Dorsey, Jayla Jones, & Sarah Bailey

Call to Order & Roll Call

Attendance was taken via the sign-in sheet and Kara Harrer, Chair, requested a motion to approve meeting minutes from January 2025, with a request to make the minutes more specific about updating bylaws to reflect revisions that were made during the previous meeting.

1st motion: Edward Sullivan

2nd motion: Betsy Van Auker

Vote to approve: 11 out of 11 members

Abstain from voting: 0 out of 11 members

Vote to deny approval: 0 out of 11 members

Mission, Vision, Values Refresh

The Advisory Council members broke up into three groups for the review of the current Advisory Council mission, vision, and values, being tasked with making any revisions if and where needed. Handouts were provided with an outline of how to define each item appropriately. The LBHA team will work to solidify all of the changes requested to update our current mission, vision, and values.

Review Policy and Procedure

The proposed policy and procedures for Advisory Council Subcommittees were reviewed. They included information about documentation, voting, and membership. A question was brought up about the proxy not being able to vote and it was clarified that the member can vote via email after the meeting. Attendance was discussed and it was determined that each committee needs to have a maximum of 11 members and attendance in subcommittees will count towards overall attendance for the Advisory Council. The LBHA will create fact sheets to include dates/times/frequency of each subcommittee as well as the goals and purpose that will be developed during this in-person retreat. It was determined that any virtual vote must be done on camera.

1st motion: Noelle Flaherty

2nd motion: Cynthia Scribner

Vote to approve: 11 out of 11 members

Abstain from voting: 0 out of 11 members

Vote to deny approval: 0 out of 11 members

Subcommittee Planning

The remainder of the retreat was spent reviewing each subcommittee and developing a purpose statement for each. The current subcommittees include Governance, BHCO, Child & Adolescence, Crisis, and Criminal Justice. The LBHA prepared a handout to include the current membership, past accomplishments, and the strategic plan goal the subcommittee is responsible for.

The purpose of Governance is to ensure that all Council related documents, policies and procedures, as well as the Council itself follow all relevant legislation, laws, and regulations. Other roles include ensuring overall compliance with Federal, State, and Local requirements, as well as recruitment and engagement. Suggestions included inviting our court based Council members and ensuring that meeting times are at convenient times for their schedules.

The purpose of BHAT will be focused on improving knowledge of resources and services to both residents and providers. There was a vote to change the name of the Behavioral Health Collaboration and Outreach (BHCO) Subcommittee to the Behavioral Health Access Team (BHAT) due to a shift in the goals and purpose.

1st motion: Noelle Flaherty

2nd motion: Betsy Van Aker

Vote to approve: 11 out of 11 members

Abstain from voting: 0 out of 11 members

Vote to deny approval: 0 out of 11 members

The Child and Adolescent Subcommittee currently exceeds the allowable membership numbers related to the Open Meetings Act and the new policy and procedure. When determining future membership, the subcommittee will need to focus on who is missing from the table, including the Department of Social Services, as well as ensuring each Council member/organization has only one member representative, while others can continue to attend and provide public comment. The purpose of this group will be to identify the needs and gaps related to behavioral health resources for youth and work to use evidence-based solutions and approaches to address those needs.

The Crisis Subcommittee discussed past and future work and reviewed membership. The co-chair position is currently vacant. When determining future membership, the subcommittee will need to focus on who is missing from the table, including the Department of Social Services, Office on Aging, and Calvert Health, as well as ensuring each Council member/organization has only one member representative, while others can continue to attend and provide public comment. The purpose of this group is to identify

trends and patterns in community needs, monitor changing regulations, and to coordinate a data-driven, responsive, flexible crisis service system in Calvert.

The Criminal Justice Subcommittee will be implemented in FY26 with the purpose of tracking the impact of legislation, policy, and programs on Calvert residents who interact with the criminal justice system. Emphasis was placed on prevention and diversion by utilizing restorative justice approaches. When planning this meeting it will be important to collaborate on when judicial representatives can attend. The overarching goal will be to divert individuals from arrest and into treatment.

Next Steps

The LBHA team will review all of the content from today's retreat and create fact sheets for all members. The LBHA will also work to create applications and documentation for the subcommittees by the June meeting.

Next Meeting: [June 11, 2025, 12pm-2pm](#)