

The Accomack County Board of Social Services met at its facility on Tuesday, June 19, 2012, at 9:30 A.M. Present were Mr. R. Dodd Obenshain, Chairman; Ms. Reneta Major, Vice-Chairman; Ms. Betty Wood; Ms. Kay W. Lewis; Mr. C. Ray Davis; and Mrs. Mary E. Parker, Secretary.

Mr. Obenshain called the meeting to order. Ms. Wood gave the Invocation.

Mr. Obenshain proceeded to **Item 3 – Approve Minutes of May 15, 2012**. On motion by Ms. Lewis, seconded by Ms. Wood, the Minutes of May 15, 2012 were approved as written.

Mr. Obenshain continued to **Item 4 – Introduction of New Staff – Benefit Program Specialist II: Tammy Bennett, Bonnie Crockett, Patricia Roberts, and Annabelle Spence and Office Associate II – Leslie Escalante**. Mrs. Parker introduced Tammy Bennett, Bonnie Crockett – new Benefit Program Specialist II staff supervised by Benefit Program Supervisor Linda Spence. Mrs. Parker stated Benefit Program II Patricia Roberts who is also in that unit is in training this week. Mrs. Parker then introduced Benefit Program Specialist II Annabelle Spence who is supervised by Benefit Program Supervisor Patricia Morris. Mrs. Parker then introduced Leslie Escalante who is an Office Associate II supervised by Secretary I Linda Rew. The Board Members welcomed the new staff to our Agency.

Mr. Obenshain proceeded to **Item 5 – Fraud Update**. Mr. Obenshain stated Mr. Thomas has been busy. Ms. Lewis stated the Tax Intercept funds have started to dwindle.

Mr. Obenshain continued to **Item 6 – Director's Update. Regular Meetings**. Mrs. Parker stated on May 24, 2012, Rev. Gary Miller had invited approximately 30 clergy to meet at our facility to garner interest in creating a mentoring program for prisoners reentering our community. Unfortunately the only people to show up were Rev. Miller and Mrs. Parker. Mr. Davis stated he had recently spoken with a lady who is a GED instructor. She stated she goes to the jail and works with the inmates. She stated one of the most difficult problems she has incurred is she gets inmates moving forward in the right direction and then she loses them; i.e., they either move to another prison or they are released. Mr. Davis stated there should be a way to integrate them in an ongoing program. Mrs. Parker stated if the inmates do not have a probation officer when they are released from jail, the program loses them. GED instruction is available to inmates in Department of Corrections' facilities. She further stated they had discussed going to the jail and explaining to the inmates about to be released the programs we have on the Shore. The VEC sends people to show the inmates how to complete a resume and there is a local church group that works with female inmates. Mr. Davis stated this was something to think about.

On June 7, 2012 Mrs. Parker attended the regular CPMT meeting.

On June 14, 2012 Mrs. Parker attended the Community Partners of the Eastern Shore meeting.

On June 18, 2012 Mrs. Parker attended the Prisoner Re-entry Executive Committee meeting for the purpose of preparing the Agenda for the August meeting.

Regional/State Meetings: Mrs. Parker attended the Eastern Region Director's meeting in Virginia Beach. They discussed strengthening families.

Mr. Obenshain proceeded to **Item 7 – Closure of the Parent Infant Program**. Mrs. Parker stated the closure of PIPS program is a terrible loss. This program served developmentally delayed children from birth to the age of 3. The developmental delay may be from either a diagnosed physical or mental condition. Mrs. Parker further stated she knew these programs do not get the funding they need and she commended ESCSB for having handled it. The closure of this program means 100 children will no longer receive services. Mrs. Parker sent a letter to all Department of Behavioral Health administrators regarding the closure. The ESCSB is closing cases and laying off PIPS staff. Some of the staff has worked in this program for more than 26 years.

Mr. Obenshain continued to **Item 8 – Financial Statement**. In the absence of Administrative Office Manager Shirley Harmon Mrs. Parker stated staff received their bonuses and we did not require any additional money from the County because we used Federal, State and Local dollars. Mrs. Parker stated the bonuses varied. Even if a worker’s evaluation gave him/her a 3, the pot of money set aside for us did not give a 3 – it was more like 2.3.

Mr. Obenshain proceeded to **Item 9 – Cooling Assistance Component – Maximum Benefit for Electricity Payments and Increases in Maximum Income Limits**. Mrs. Parker asked Mrs. Linda Rew who supervises the Energy Assistance Programs to speak on the program. Mrs. Rew stated she and Human Services Assistant II Peggy McCann attended the Cooling Training at the Eastern Regional Office on Tuesday, June 12, 2012. Mrs. Rew stated the training was quite informative. The opening day for the program was June 15, 2012 and there were numerous applications received on that date. The State requires all applications be pended into the system by Friday of each week; however, since we had received such a volume the four days of the first week, we were allowed to finish pending the remainder of them the first of the following week. Most of the applications are for assistance with electric bills. This year the State has allotted \$250.00 to each applicant towards payment of his/her electric bill. There are others who request an air conditioner be installed; i.e., either by a vendor or by picking one up themselves. If a vendor installs the air conditioner, the amount paid is \$550.00. If the client wishes to pick up an air conditioner, the amount paid is \$350.00. Mrs. Rew stated she plans to refer those applications to Fraud Investigator Jack Thomas. He will go to each home to check and see whether there are currently working air conditioners in use at the residences. The application clearly states **“You cannot receive a window air conditioner, if you have a working air conditioner of any type”**. If Mr. Thomas determines there is a working air conditioner at the residence, we will deny the application. This program is allocated a certain amount of money and we want to use it wisely and be sure those in need are getting the services requested. At our next meeting in July we will have a report from Mr. Thomas on the amount that has been saved through his fraud investigations thus far. Mrs. Rew further stated a client is allowed a Security Deposit to ANEC up to \$200.00, and the repair of a central air conditioning unit up to \$300.00. There are normally not many requests for repairs and/or payment of Security Deposits.

On motion by Ms. Wood, seconded by Ms. Major, the Board went into Closed Session for the purpose of discussing Personnel (Employment, Change in Occupational Title, Leave Without Pay – FMLA and Termination), as permitted by Code of Virginia Section 2.2-3712.

On motion by Ms. Lewis, seconded by Ms. Major, the Board returned to Open Session. On motion by Ms. Wood, seconded by Ms. Lewis, the Board confirmed the matters discussed in Closed Session (Ms. Wood – yes; Ms. Major – yes; Ms. Lewis – yes; Mr. Davis – yes).

On motion by Ms. Major, seconded by Ms. Lewis, the Board was polled (Ms. Wood – yes; Ms. Major – yes; Ms. Lewis – yes; Mr. Davis – yes) and approved the following items:

- I. Personnel:
 - A. Employment:
 - 1. Tammy Bennett, Benefit Programs Specialist II, Effective 6/1/12
 - 2. Bonnie Crockett, Benefit Programs Specialist II, Effective 6/1/12
 - 3. Margaret Layne, Benefit Programs Specialist II, Effective 6/1/12
 - 4. Patricia Roberts, Benefit Programs Specialist II, Effective 6/1/12
 - 5. Annabelle Spence, Benefit Programs Specialist II, Effective 6/1/12
 - 6. Leslie Escalante, Office Associate II, Effective 6/18/12
 - B. Change in Occupational Title:
 - 1. Peggy McCann from Human Services Assistant I to Human Services Assistant II, Effective 6/16/12
 - C. Leave Without Pay – FMLA:
 - 1. Crystal Betz, Social Worker II, from 5/11-6/7/12 – 159.75 Hrs.

D. Termination:

1. Beverly Payne, Office Associate II, Effective 6/13/12
2. Kimberly Donnelley, Office Associate II, effective 5/16/12

On motion by Ms. Major, seconded by Ms. Wood, the Board was polled (Ms. Wood – yes; Ms. Major – yes; Ms. Lewis –yes; Mr. Davis – yes) and approved the following:

II. Acceptance of Custody:

1. Foster Care Case #001-050421003

Mr. Obenshain stated the next regular meeting would be held on July 17, 2012 at 9:30 A.M.

On motion by Ms. Major, seconded by Ms. Lewis, the meeting adjourned at 10:20 A.M.

APPROVED: **R. Dodd Obenshain**

ATTEST: **Mary E. Parker**