

The Accomack County Board of Social Services met at its facility on Tuesday, June 18, 2019, at 9:30 A.M. Present were Ms. Laura B. Gordy, Chairman; Ms. Reneta Major, Vice-Chairman; Mr. Robert Crockett; Mrs. Elsie Mackie; Mr. John Sparkman; and Mrs. Vicki J. Weakley, Secretary.

Ms. Gordy called the meeting to order. Mr. Sparkman gave the Invocation.

Ms. Gordy then stated Board Member Robert Martin was in the hospital. Ms. Gordy inquired if anyone knew anything about his current condition. Office Supervisor Linda Rew stated on Monday, June 17<sup>th</sup>, Mrs. Martin had contacted her stating Mr. Martin's endocrinologist was on the Shore that day and had seen Mr. Martin. She had instructed Mrs. Martin to get him across the Bay immediately. She stated his kidneys were only functioning 5%. She further stated Mrs. Martin would be sending her updates on his condition. Ms. Gordy asked that Mrs. Rew keep the Board informed. Mr. Crockett stated we needed to keep him in our prayers.

Ms. Gordy proceeded to **Item 3 – Approve Minutes of May 21, 2019**. On motion by Mr. Crockett, seconded by Mrs. Mackie, the Minutes were approved as written. The motion carried.

Ms. Gordy continued to **Item 4 – Fraud Report**. Mr. Sparkman stated it was a good job. Mrs. Mackie stated our Fraud Investigator Frances Bailey was doing a very good job.

Ms. Gordy proceeded to **Item 5 – Director's Report**. Mrs. Weakley stated she attending the following meetings;

- 1) VLSSE (Virginia League of Social Services) Adult Services Committee meeting
- 2) Court hearing relative to the gentleman who trespassed on agency property after we had gotten the Notice Not to Trespass. This has been continued until July.
- 3) CPMT (Community Policy and Management Team) meeting
- 4) Supervisors' meeting
- 5) Eastern Regional Directors' meeting
- 6) Child Welfare Focus Group – they are looking at ways to make things better and access information more efficiently
- 7) Annual Child Welfare Review – everyone from Regional Office came to tell us how we are doing. We are having some struggles that everything done in the appropriate timeframes and with the multiple timeframes they have, it is quite challenging. They agreed to send us an EXCEL spreadsheet to keep track of appointments and everything that needs to be done so hopefully that will help workers. Also, documentation is being done; however, all of the details are not being placed in the records. We are working with staff on this issue.

On July 30, 2019 we are going to have a picnic at the Agency commencing at 12:30 P.M. We will be serving fried chicken and workers will bring side dishes. She

invited the Board to attend if possible. We will be closing the office for the remainder of the day. In the afternoon we are going to do team building exercises. We will not be seeing clients in the afternoon.

Mrs. Weakley stated she did not include in the Closed Session the review of Administrative Office Manager Shirley Harmon's Evaluation.

Ms. Gordy then continued to **Item 6 – Dashboard Update**. Ms. Gordy asked Mrs. Weakley to bring everyone up to date on the dashboard. Mrs. Weakley stated they are now sending the dashboard to city and county managers and to board chairs. Ms. Gordy inquired whether it was 40 pages. Mrs. Weakley stated the long document is the Explanation of the Dashboard and the short version is the one they are sending out to the public which includes timeliness of Medicaid applications and SNAP applications. Mrs. Weakley stated we are doing great. She further stated the one thing the Board will notice is the red flag which has to do with the new transcription usage. This is a new system where they want workers to call on the phone when they leave a client's house and call to a transcriber who will type it and email it back. We have a few workers who are doing great with it and we have some that are having a struggle getting used to it. Also, some workers are having an issue getting stuff back from transcribers in a timely fashion. We have a board at the end of the hall that she does at the end of each month to show who is doing the best. So far it has been the same three workers.

The State will be commencing the new mobile home in October 2019 when the State gives everyone iPads and the workers can do some work while they are in the field and should help with the dictation issue. That is the thing that is giving us an issue; however, we are working on it. The other things are within the targets they want us to do.

Ms. Gordy proceeded to **Item 7 – Board CPS/APS Complaint Process Revisited**. Mrs. Weakley stated at the May meeting we discussed the protocol if we had a CPS complaint against a Board Member. We also discussed doing background screenings our staff has to do. She has been trying to obtain a copy of the barrier crimes list. Mrs. Weakley stated she had spoken with Eastern Regional Director JoAnn Wilson-Harfst and she had inquired why Mrs. Weakley was looking for it. Mrs. Wilson-Harfst stated the request for background checks has to be done by the County Board of Supervisors. In the meantime Mrs. Weakley spoke with County Attorney Cella Burge who stated she would have to do some investigation on the matter. Later she informed Mrs. Weakley the ACDSS Board could not do background checks on our Board Members. She suggested Mrs. Weakley speak with County Administrator Mike Mason and she contacted him. Mr. Mason wants to do some research as he wants to gauge the impact if we did it how it would impact other employees. She had previously stated she would bring the background check forms to the June meeting; however, she will wait to hear from Mr. Mason.

Mr. Crockett then inquired whether the Board had acted on this at the May 21, 2019 meeting. Ms. Major stated they had and at that time Mr. Crockett stated that needed to be rescinded.

Mr. Crockett made a motion to rescind the motion previously made at the May 21, 2019 meeting relative to the Board CPS/APS Complaint Process. The motion was seconded by Ms. Major and the motion carried.

Ms. Major inquired whether there was anything in the Board policy that Board Members had to do the above. Mrs. Weakley stated if there had been we wouldn't have this problem. Ms. Major stated if it had, it would impact other boards as well.

At that time Mr. Crockett stated he was waiting for the formal report from Mr. Mason. Ms. Major stated Mr. Mason is very thorough and it would be researched to the hilt. Mrs. Weakley stated Mr. Mason was going to get back to her when he has an answer. She further stated he is aware of the concern.

Ms. Gordy proceeded to **Item 8 – Financial Statement. Administrative Office Manager – Shirley Harmon.** Ms. Harmon stated the month of May was the last month in Fiscal Year 2019 for the State. We have one more month in the County budget. For the month of May our Total Expenditures were \$373,449.82. Our Year-To-Date Total Local Adjustment was \$549,147.06 and our Total Local Balance to Date is \$267,151.94. Mr. Crockett inquired when we would close the budgets on the books. Ms. Harmon said for the State May 31, 2019 was the date. For the County they give us until sometime in August. Mr. Crockett inquired whether there were be any change in the balance we are showing of \$267,151.94. Ms. Harmon stated there would be as we will be having extra expenditures taken out in June.

On motion by Ms. Major, seconded by Mr. Crockett, the Board went into Closed Session for the purpose of discussing IV-E Adoption Case #20702381; Adoption Finalization Case #001-054506003; Evaluation; and Director's Consult, as permitted by the Code of Virginia Section 2.2.3712.

On motion by Mr. Crockett, seconded by Ms. Major, Mr. Crockett stated the only items discussed were those listed for Closed Session (Mrs. Mackie – yes; Ms. Major – yes; Mr. Crockett – yes; Mr. Sparkman – yes; Ms. Gordy – yes).

On motion by Mr. Crockett, seconded by Ms. Major, the IV-E Adoption Case #20702381; Adoption Finalization Case #001-054506003; Temporary Custody Case #21078799; and Administrative Office Manager Shirley Harmon's Evaluation were approved. The motion carried.

The next regular meeting will be held on Tuesday, July 16, 2019 at 9:30 A.M.

Mr. Crockett stated he was making a motion to adjourn the meeting at 10:10 A. M.

APPROVED: Laura B. Gordy

ATTEST: Vicki J. Weakley

