

The Accomack County Board of Social Services met at its facility on Tuesday, September 17, 2019, at 9:30 A.M. Present were Ms. Reneta Major, Chairman; Mrs. Elsie Mackie, Vice-Chairman; Ms. Laura B. Gordy; Mr. Robert Crockett; Mr. John Sparkman; Mr. Robert Martin; and Mrs. Vicki J. Weakley, Secretary.

Ms. Major called the meeting to order. Mr. Martin gave the Invocation.

On motion by Mr. Crockett, seconded by Ms. Gordy, the Minutes of August 20, 2019 were approved as written. The motion carried. Ms. Major abstained as she was not present at the August 20th meeting.

Ms. Major proceeded to **Item 4 – Fraud Report**. Ms. Gordy stated she liked the report and it explains everything to you. Mrs. Weakley stated Fraud Investigator Frances Bailey was excited about her first win in court.

At that time Ms. Gordy made a statement about the Minutes. She said even if you are not present at a meeting, the Minutes are so well written you know what occurred. She further stated the Fraud Report is good as well.

Ms. Major continued to **Item 5 – Director's Report**. Mrs. Weakley stated it was a very quiet month. She stated she attended the Vicarious Trauma Training in Newport News; the usual CPMT (Community Policy and Management Team) meeting; and a meeting with Workforce Development Center which covers the Shore. They are getting pressure from the Feds to put in place MOU's with community partners to assist with employment. They are holding meeting to determine the best way to serve the Shore. They plan to hold regular meetings to work things out.

Ms. Major proceeded to **Item 6 – Director's EPPE**. Ms. Major stated she believed the Board Members had a copy of Mrs. Weakley's EPPE attached to their Board packet. Mrs. Weakley stated the auditors informed us everyone needs to sign a new EPPE, stating they understand the expectations for the upcoming year, in order for us to be in compliance. The Board Chair needs to sign the EPPE to make it official.

Ms. Major continued to **Item 7 – Discussion of Agency Hours**. Mrs. Weakley informed the Board, that policy requires when something is brought to the office on a particular day, it has to be processed that same day. If it is not processed, we are out of compliance. We have been having problems with documents coming in close to 5:00 PM, and there is no time to process same. We are then, out of compliance. It is suggested that the Agency close to customers at 4:30 P.M. each day, giving staff one-half an hour to process the documents received to that point. It will not change the hours for staff as they would still be here until 5:00 P.M. Of course, this would have to be approved by the Board. The agency would run a public service announcement on the radio about the change in hours, as well as post a notice on the office door.

On motion by Ms. Gordy, seconded by Mr. Crockett, ACDSS will be changing the closing work hour for clients and not staff to 4:30 P.M. The motion carried.

Ms. Major proceeded to **Item 8 – Staff Appreciation Luncheon – October 11, 2019**. Mrs. Weakley stated the Agency would be closing at Noon on Friday, October 11, 2019, to observe our annual Staff Appreciation Day. She further stated the Board Members were invited to attend. We will also have our normal presentations in terms of service pins and giving out our appreciation gifts. Ms. Major inquired whether this was the day when workers get one-half day off. Mrs. Weakley stated it was.

Ms. Major continued to **Item 9 – Financial Statement – Administrative Office Manager – Shirley Harmon**. Ms. Harmon stated for the month of August our Total Expenditures were \$327,789.05. Our Year-To-Date Total Local Adjustment was \$125,395.77 and our Total Local Balance to Date is \$690,903.23. Mr. Crockett stated we are under budget. Ms. Gordy inquired whether we had any red flags to which Ms. Harmon responded, “no”.

Ms. Gordy stated in the August 20, 2019 Minutes there was a paragraph about hiring a supervisor to supervise supervisors and she did not understand. Mrs. Weakley stated at the August meeting there was a discussion about Eastern Regional Director Joanne Wilson-Harfst’s last visit to our agency. She indicated with the volume of work and the vast number of changes being made by the State, we would be better served to have an assistant director; however, our budget cannot afford that at the present time. One alternative was to turn one of the Benefit Supervisors into what used to be called Chief of Benefits, but is now called Manager to supervise the supervisors and manage what is transpiring in benefits and then do something similar in Services. At the present time the budget cannot afford that either. If that changes in the future, one of these options will be considered.

On motion by Mr. Crockett, seconded by Mr. Martin, the Board went into Closed Session for the purpose of discussing Foster Care Custody/Return Case #20912932; Termination and Director’s Consult, as permitted by the Code of Virginia Section 2.2.3712.

Mr. Crockett made a motion that the only things discussed in Closed Session were items listed on the Agenda. The motion was seconded by Mrs. Mackie. Ms. Major called a vote (Mr. Martin – yes; Mrs. Mackie – yes; Ms. Gordy – yes; Mr. Crockett – yes; Mr. Sparkman – yes; and Ms. Major – yes).

Ms. Major asked for a motion on Foster Care Custody/Return Case #20912932. On motion by Mr. Crockett, seconded by Mrs. Mackie, the above case was approved. The motion carried.

Ms. Major asked for a motion on Termination. On motion by Ms. Gordy, seconded by Mr. Sparkman, the Termination was approved. The motion arrived.

The next regular meeting will be held on Tuesday, October 15, 2019, at 9:30 AM.

Ms. Major wanted to thank Mrs. Mackie for serving as Chairman in Ms. Major’s absence at the August 20, 2019 meeting. Board Members stated Mrs. Mackie did a good job.

On motion by Mrs. Mackie, seconded by Ms. Gordy, the meeting adjourned at 10:20 A.M.

APPROVED: C. Reneta Major

ATTEST: Vicki J. Weakley

