

The Accomack County Board of Social Services met at its facility on Tuesday, September 20, 2011, at 9:30 A.M. Present were Mr. R. Dodd Obenshain, Chairman; Ms. Reneta Major, Vice-Chairman; Ms. Betty Wood; Ms. Laura Belle Gordy; Ms. Kay Lewis; Mr. C. Ray Davis; and Mrs. Mary E. Parker, Secretary.

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

Mr. Obenshain proceeded to **Item 3 – Approve Minutes of August 16, 2011.** Ms. Lewis stated the Minutes showed August 1, 2011 instead of August 16, 2011. Ms. Lewis stated there was another change on Page 2 relative to the client who filed a Cooling application requesting an air conditioner – **“Mr. Davis stated the client signed an application stating he had none.”** Ms. Lewis stated it needed to be reworded as she believed he asked. She also thought there was a repetition of words relative to the shelter duty. Mrs. Parker stated she would reread and revise the Minutes. Mr. Obenshain stated the Minutes of August 16, 2011 would be held for approval at the October 18, 2011 meeting.

Mr. Obenshain continued to **Item 4 – Fraud Update.** Mrs. Parker stated Fraud Investigator Jack Thomas has been quite busy. Ms. Lewis stated Mr. Thomas completes a lot of investigations. Mr. Obenshain requested Mrs. Parker to let Mr. Thomas know the Board appreciates what he does for ACDSS.

Mr. Obenshain proceeded to **Item 5 – Director’s Update. Community Relations:** On September 9, 2011 Mrs. Parker met with a group to finalize plans for the Community Resource Fair to be held at ESCC on September 17, 2011. This was supposed to have been held August 27, 2011 – the day Hurricane Irene hit the Shore. Mrs. Parker further stated she, Richard Sterrett, Director of Northampton County DSS, and Azalea Brown, foster parent recruiter for Northampton DSS, manned the social services booth at the Fair. She stated approximately 200 people were in attendance. They also opened up the registration list for HUD housing. In order to register for HUD, attendees were required to provide proof that they had visited at least 3 resource tables at the fair. A punch card was provided to each attendee for this purpose.

**Regular Meetings:** On September 1, 2011 Mrs. Parker attended a Truancy meeting. When a child does not go to school, Court Services turns it over to the Juvenile Judge. This meeting was called because two girls would not go to school and stay for the entire day. The parents were also present at the meeting as they are the responsible parties. Also on September 1, 2011 Mrs. Parker attended a regular CPMT meeting. On September 19, 2011 Mrs. Parker attended a Food Bank Advisory Council meeting. She stated their garden had produced over 9 pounds of vegetables. Mrs. Parker stated other groups have stated they want to sponsor a spot next year.

**Regional/State Meetings:** On September 12, 2011, Mrs. Parker attended the Eastern Region Director’s meeting at the Eastern Regional Office in Virginia Beach. Different programs were discussed at the meeting. A major change for child care, the Virginia Case Management System, is being implemented statewide. Training for vendors on the Eastern Shore will be October 12, 2011, at

Nandua High School. The State wants us to have a couple of mandatory meetings with vendors about the big change and set out the regulations. The State will pay twice a month where we only pay once a month. This will be a major change for vendors and clients. Clients will be given a card which they will swipe when the child enters and leaves the child care facility. All agency staff having any child care responsibility must complete online as well as classroom training prior to implementation.

Mr. Obenshain continued to **Item 6 – Building Update:** Mrs. Parker stated we had a problem in the Child Welfare Unit where a worker was hearing chewing sounds and running sounds in the ceiling tiles above her office. Public Works was contacted and they placed some traps. As of the date of the Board meeting nothing big had been caught; however, they had caught several mice. Other building updates are, as follows: **a. Server Room:** Public Works is supposed to be ordering a separate HVAC unit for the Server Room. The door to the Server Room can then be shut and the ADT motion detector can be set each night. **b. Hurricane Irene Damage Assessment:** We had approximately five ceiling tiles with water spots. There were also a couple of places where the carpet was dampened by the heavy rain. **c. Restoration of Verizon Service for 757-787-1530:**

Verizon service was restored on the afternoon of Tuesday, August 16, 2011. On Friday, August 19, 2011, at approximately 6:30 P.M. Mrs. Parker received a call at home from Verizon stating they had just fixed our problem.

Mr. Obenshain proceeded to **Item 8 – Shelter Operation for Hurricane Irene.** Mrs. Parker stated everything went well at the shelters and everyone rose to the occasion. Once Mrs. Parker gets a call that shelters need to be opened, she immediately contacts the workers who are next in line to serve. Workers reported to Nandua Middle, Arcadia Middle, Nandua High and Arcadia High at 5 A.M. on Saturday, August 27, 2011. Nandua Middle and Arcadia Middle were the first ones opened at 6 A.M. as they were the newer facilities and had storm shutters which could be pulled down. Once the workers got to all the shelters, they did not leave. We had bi-lingual staff at the shelters. Nandua Middle had previously used someone to translate Creole. Since there were numerous people who spoke Creole at Nandua Middle, they called him to assist. He stayed for approximately four hours. After Nandua Middle and Arcadia Middle had reached approximately 300 evacuees, Nandua High and Arcadia High were opened. A deputy was stationed at each shelter and assisted if there were any problems. Overall everything went extremely well. Mrs. Parker stated the County Administrator had calls from Governor McDonnell's office on Friday, August 26, 2011, as they had issued evacuation of Chincoteague Island and no shelters were open. Mrs. Parker stated the evacuation was not mandatory until Saturday, August 27, 2011, and that was when workers would open shelters. The final decision was made and Nandua Middle and Arcadia Middle were to be opened to evacuees at 6 A.M. on Saturday. The State wanted to know the capacity of the cafeteria and gymnasium. It was estimated each school could hold approximately 450 evacuees. Mrs. Parker further stated there were approximately 1,000 evacuees during Hurricane Irene; however, there were approximately 2,000 evacuees during Hurricane Isabel.

The Board Members had a copy of a letter to Mrs. Parker from Donald L. Hart, Jr., Chairman of the Accomack County Board of Supervisors and Emergency Services Director, extending the appreciation of the Accomack County Board of Supervisors for ACDSS's contribution and assistance to our fellow citizens during the recent Hurricane Irene event. Mr. Obenshain stated it was a nice letter to ACDSS for a job well done. Mrs. Parker stated the Agency will be reimbursed for all the costs we incurred relative to replenishing the shelter kits.

Workers will be paid for mileage to and from the shelters and the cost of any food purchased to take to the shelters. Accomack County created a special account and will reimburse from that account.

Mr. Obenshain went back to **Item 7 – Annual Staff Recognition Luncheon – Friday, October 7, 2011.** Mrs. Parker stated on the Friday before the Columbus Day Holiday, we normally have a Staff Recognition luncheon and have off the remainder of the afternoon. Staff will be recognized for specific years of service as well as attaining permanent status. We have two employees who will be receiving their 40 year pins – Benefit Program Supervisor Patricia Morris and Self Sufficiency Specialist II Gail Godwin. On motion by Ms. Major, seconded by Ms. Gordy, the Annual Staff Recognition luncheon was approved. Mrs. Parker invited the Board Members to attend.

Mr. Obenshain continued to **Item 9 – Financial Statement – Administrative Office Manager Shirley Harmon.** For the month of August our expenditures totaled \$277,457.18. Our Total Local Adjustment was \$114,687.69 and our Total Local Balance is \$544,905.31.

On motion by Ms. Wood, seconded by Ms. Lewis, the Board went into Closed Session for the purpose of discussing Personnel (Leave Without Pay and Resignation), and Release of Custody (Foster Care Case #001-049161006), as permitted by Code of Virginia Section 2.2-3712.

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

On motion by Ms. Lewis, seconded by Ms. Gordy, the Board was polled and approved the following Personnel issues with the provision made by Mr. Davis for a monthly review on Ms. Munn (Ms. Wood – yes; Ms. Major – yes; Ms. Gordy – yes; Ms. Lewis – yes; Mr. Davis – yes):

- I. Personnel:
  1. Leave Without Pay:
    - a. Bonnie Munn – Office Associate III  
07-18-11 – 09-09-11 – 72.5 Hrs.
  2. Resignation:
    - a. Vickie Jacob – Benefit Program Specialist II – eff. 08-03-11

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

- II. Release of Custody:
  1. Foster Care Case #001-049161006

Mr. Obenshain stated the next regular meeting would be held on Tuesday, October 18, 2011, at 9:30 A.M. The meeting adjourned at 10:20 A.M.

APPROVED: \_\_\_\_\_

ATTEST: \_\_\_\_\_

