

The Accomack County Board of Social Services met at its facility on Tuesday, December 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; 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 October 18, 2011**. On motion by Ms. Lewis, seconded by Ms. Wood, the Minutes of October 18, 2011 were approved as written.

Mr. Obenshain continued to **Item 4 – Fraud Update**. Ms. Lewis stated Fraud Investigator Jack Thomas did well with investigations in previous months; however, he did exceptionally well during the month of November. Mr. Obenshain stated this serves as a deterrent for future fraud.

Mr. Obenshain proceeded to **Item 5 – Director’s Update**. **Community Relations**: Mrs. Parker stated Ms. Gail Sparrow had called and asked her to speak to the Kiwanis Club on November 30, 2011. Mrs. Parker spoke to them about the increase in caseloads since the recession began and agency sponsored Christmas programs to include the Toy Closet, Adopt-a-Family, the Angel Tree, etc. Mrs. Parker stated they seemed to be interested in her presentation and asked a lot of questions. They also made a donation to our Toy Closet which was very nice.

On November 18, 2011 – December 12, 2011 Mrs. Parker participated on an ESCC Search Committee for a WIA Case Manager. They interviewed

three applicants and no one was selected. They plan to re-advertise the position.

Mrs. Parker received a call on Thursday, December 15, 2011, from WBOC's Bless Our Children's program to assist with our Christmas costs. On Friday, December 16, 2011, Mrs. Parker went to WBOC and when the check was handled to her, she stated there was a problem as the check was made payable to "Accomack Salvation Army/Accomack DSS Mary Parker." She informed them she was Mary Parker from Accomack DSS; however, she had no affiliation with the Salvation Army. The person in charge of this project was out, so Mrs. Parker left the check along with the understanding she would be contacted as soon as the issue was clarified. To date she has heard nothing.

**Regular Meetings:** On October 18, 2011 Mrs. Parker attended a Truancy meeting. This is called by the Court Services Unit. When a child does not go to school, the Judge requires a group of people, including Social Services, to discuss with the parent/guardian and child the issues surrounding their truancy and develop a plan to have the child returned to school and complete his/her education.

On October 25, 2011 Mrs. Parker attended a VICAP meeting. This is a program which requires anyone who requests counseling services for their child to be evaluated by the Community Services Board to determine if they meet the specifications to warrant this service. The General Assembly instituted this as a cost saving measure for CSA. This was a meeting with providers and CPMT members to discuss how it was going. It seems to be going fairly well. They initially expected issues with the providers; however, everyone talked and those eligible seem to be getting the services needed. Consumers meet with CSB and are provided a list of providers and it is up to the consumer to select the provider he/she wants.

On October 27, 2011 Mrs. Parker attended a Disaster Preparedness Coalition meeting.

On November 1, 2011 Mrs. Parker attended the Prisoner Reentry meeting.

On November 21, 2011 Mrs. Parker attended the Food Bank Advisory Council meeting.

On December 1, 2011 Mrs. Parker attended the CPMT meeting.

**Regional/State Meetings:** On November 2-4, 2011 Mrs. Parker attended the VLSSE Conference at the Great Wolf Lodge in Williamsburg. She stated the conference was good. They had a lot of individuals come and talk about leadership capacity and keeping your employees involved even though you cannot give them the salaries they deserve. The State could not tell us anything about the budget. Everything was sent to Governor McDonnell; however, nothing can be released until the Governor meets with the General Assembly.

Mrs. Parker stated she forgot to put on the Agenda the Agency Toy Drive Auction was held November 19, 2011 at the Moose Lodge in Belle Haven. Ms. Gordy and Ms. Major attended and Ms. Gordy donated several items to be auctioned. They made approximately \$3,000.00. She further stated they did not have a large audience.

On November 15-17, 2011 Mrs. Parker attended the SNAP Disaster Preparedness meeting in Hampton. They had people from New Jersey, Pennsylvania, the Virgin Islands and Florida. They talked about the disaster programs they had put into place. The most recent disaster was Hurricane Irene in the Mid-Atlantic region. Florida had huge "elephant tents" they put up in the Orange Bowl and they served thousands of people every day. They hired emergency staff to just take care of the program. The Virgin Islands has a plan; however, they have never had to put it into place. New Jersey had the flooding from Hurricane Irene and they discussed how they planned for it and stated they hope they will never have to do another disaster program as it is so involved. Our agency had a disaster food stamp program for Tangier Island after Hurricane Isabel. Mrs. Parker stated the SNAP meeting was held at the Hampton Crowne Plaza and the expenses were paid by the State.

On December 5, 2011 Mrs. Parker attended the Eastern Region Director's meeting in Virginia Beach. Department of Correction staff was in attendance to discuss prisoner reentry. They discussed the use of Adult Foster Care in certain re-entry situations and solicited our feelings on developing an adult foster care program. This is a non-mandated program and it will cost a lot of money. Their issue is trying to place sex offenders re-entering the community. Virginia Beach DSS has an adult foster care program and they stated they are unable to place sex offenders either. We listened quietly; however, we are pretty firm on not going down that road. You cannot limit an Adult Foster Care program to a specific set on individuals; everyone meeting the criteria for services would have to be served. It would take local money to do it, and we do not have the available staff to do another program. Mrs. Parker stated if she were to ask for money, it would be for a salary increase for staff. We have not had a raise for five years going on six.

Mrs. Parker stated she would be speaking to the Ruritans in January. It is being held at Don's Seafood in Pocomoke.

Mr. Obenshain proceeded to **Item 6 – Virginia Case Management (VaCMS) Update.** This pertains to child care. Mrs. Parker stated the Eastern Region went live the first part of November 2011. It has not been without its problems. The week after we went live all child care coordinators were in Richmond for a meeting. There was no one available to answer any questions pertaining to problems. Mrs. Parker finally spoke with Dottie Wells who is in charge of this program and she acknowledged they needed to provide a hotline or help desk to gather information and assist staff with system problems. They had a pilot program and completed WAVE 1 and now they have WAVE 2 and everyone is having a problem with the system. It is hard to believe the pilots did not have a problem with the system. Mrs. Parker further stated once they get everything straight it will be a better system and better tracking at the State level. The State did not anticipate the amount of work that would be involved with this program.

Mr. Obenshain continued to **Item 7 – Financial Statement – Administrative Office Manager Shirley Harmon.** Mrs. Harmon stated for the month of October our Expenditures totaled \$272,957.02 and for the month of November our Expenditures totaled \$290,795.13. Our Total Local Adjustment is \$244,431.38 and our Total Local Balance to Date is \$415,161.62.

Mr. Obenshain proceeded to **Item 8 – FY 2013 Accomack County Budget Request**. Mrs. Parker stated we were required to have this done by December 16, 2011. We were unable to complete the performance measures. Mrs. Parker stated when she met with the Accomack County Board of Supervisors she would give them all of the information. We asked for an additional \$15,000 to cover the Virginia Retirement System increase and the health insurance increase.

She further stated she had toyed with the idea of asking for salary alignment funds of 3% because she had staff that had been on the 1<sup>st</sup> step for seven years due to no salary increase. Mrs. Parker stated she recently went through a hiring process to fill a Benefit Program vacancy and the best candidate would not accept the 1<sup>st</sup> step salary offered. She could not offer him more because she would be paying him more than staff who have been on the 1<sup>st</sup> step for several years. There was no other viable candidate, so the position will be re-advertised. Mrs. Parker stated doing a salary alignment would at least help alleviate some of the compression between those who were just hired with people who have been with the agency for six or seven years and making the same amount of money. Mrs. Parker stated this would not be popular with the Board of Supervisors; however, it is a reality. Mr. Obenshain stated this is an issue and it needs to be addressed by both the State and County.

Ms. Major stated Northampton County DSS received a salary alignment in September 2011. She wondered if Accomack County DSS could do the same. Mrs. Parker stated she had asked Northampton County DSS Director Richard Sterrett how he had done it. He stated he had sent all of the information to the State DSS Human Resources and they determined where the salaries should be moved based on the percentages. This is something we could do here. We could give an experience level/ratio to the State and they could define who would or would not receive the adjustment.

Ms. Lewis stated when you go before the Accomack County Board of Supervisors they state Countywide no one has received a raise in a set number of years; however, they need to realize Accomack County DSS staff have been an additional year than the rest of the County employees. Ms. Lewis stated this needs to be pointed out to the Board. Mrs. Parker stated we have had an increase in applications for benefits and the caseloads have drastically increased.

Mr. Obenshain continued to **Item 9 – Governor’s VDSS Budget Proposals for FY 2013 (Information will not be available until his December 19, 2011 presentation to the General Assembly)**. Mrs. Parker stated the previous day she had checked the State web site for information pertaining to DSS. She stated it appears they are getting Federal money through Medicaid to do a new caseload management system; i.e., a paperless system. They plan to go to the General Assembly to add the other benefit programs and become a part of that process so Virginia can serve all benefit programs. It would tie into customer portal which is something they put into place for child care. General Fund dollars will be used to link other Benefit Programs to the Medicaid caseload management system. There is nothing in the budget about collapsing adult services and rehab services and turning Aging into one big organization. That probably could be done without a budget amendment. The Governor is looking at having one big aging department in 2013. Adult Services will not be included until 2014. We will probably get more information the first part of January 2012.

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 Termination), as permitted by Code of Virginia Section 2.2-3712.

On motion by Ms. Gordy, seconded by Ms. Lewis, the Board returned to Open Session. On motion by Ms. Gordy, 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).

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

- I. Personnel:
  1. Leave Without Pay:
    - a. Bonnie Munn – Office Associate III – 10/06/11 – 12/15/11 – 248.25 hours
    - b. Beverly Payne – Office Associate II – 11/30/11 – 12/15/11 – 89 hours (FMLA eligible pending certification from health care provider)
  2. Termination:
    - a. Trish Underwood – Emergency Office Associate II – Effective 12/01/11

Mr. Obernshain stated the next regular meeting would be held on Tuesday, January 17, 2011, at 9:30 A.M. The meeting adjourned at 10:30 A.M.

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

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