

The Accomack County Board of Social Services met at its facility on Tuesday, April 19, 2022, at 9:30 A.M. Present in person were Ms. Reneta Major, Chairman; Mrs. Elsie Mackie, Vice-Chairman; Mr. David Whalen; Mr. Jackie H. Phillips; Mr. Robert Martin; and Mrs. Vicki J. Weakley, Secretary.

Ms. Major called the meeting to order and welcomed the Board Members. Mrs. Mackie gave the Invocation.

Ms. Major proceeded to **Item 3 - Approve Minutes of March 15, 2022**. Mr. Phillips made a motion, seconded by Mrs. Mackie, to approve the Minutes as written. Hearing no discussion, Ms. Major called a vote for all in favor to signify by Aye. The motion carried.

Ms. Major continued to **Item 4 – Introduction of new employee: Robin Ogden, Family Services Specialist I; Di’Jonay McCoy, Office Associate II; De’Sheena Drummond, Office Associate III**. Mrs. Weakley introduced Ms. Drummond who has been in an emergency position at the front desk for a while and is now full-time as the new Office Associate III; Ms. McCoy started at the front desk yesterday as an Office Associate II; and Ms. Ogden is the new Family Services Specialist I in Child Welfare. On behalf of the Board, Ms. Major welcomed them to the agency. The Board in unison expressed the same.

Ms. Major proceeded to **Item 5 – Fraud Report**. Mrs. Mackie inquired if the monies being collected were up front or ongoing. Ms. Wendy Linton, Fiscal Manager, confirmed the monies were all ongoing. Mrs. Mackie commended Mr. Stratton on a job well done getting results from the letters he has been sending out.

Ms. Major continued to **Item 6 – Director’s Notes**. Mrs. Weakley stated that, since the last Board meeting, she attended a Healthy Communities Poverty Workgroup (this workgroup was implemented by the Eastern Virginia Medical College and the person in charge of it will be retiring in July. Healthy Communities will now be under the health department and they will be the lead agency), Virtual Commissioner call, 2 employment interviews (Family Services Specialist and Clerical), meeting with Human Resources, 3 Supervisor’s meetings, Network Table, VLSSE (Virginia League of Social Service Executives) Board meeting - 2 days in Charlottesville (most of the items discussed seem to be ongoing, but they informed us that between July and August of this year there will be four-times as many prisoners released for a total in Virginia of 4500 inmates. A request has been made for demographics of those inmates. No response has been received to date. A number of these inmates being release are in need of guardians. Some are suffering from dementia and other illnesses. These types of cases will fall on Social Services specifically the Adult Protective Services Unit. A lot of concern comes in having no idea where the inmates will be released. What is known is that the prisons can be released to the locality in which they committed their crime or the locality in which they came from. It is uncertain how many will be released to Accomack County. The hope is that more information will be provided soon.), Regional Director’s meeting, realignment, and Spring Fling.

Staff attended the Job Fair at the Eastern Shore Community College. Forty vendors were present. Approximately 20 people were in attendance and, according to staff, 5 people were interested in applying for a job. This agency received one application from the Job Fair.

Ms. Major proceeded to **Item 7 – COVID Update**. Mrs. Weakley stated that the Public Health Emergency has been continued to July 15, 2022. The State continues to say that they will give us 60 days’ notice so that we can be prepared for what’s going to occur particularly with Medicaid. They originally said that they were going to give us 12 months to handle the nearly 3,000 overdue Medicaid cases that they will not let us touch until the Public Health Emergency has ended. At the last meeting, they went from giving us 12 months to 14 months. So far, all the resources to help get through this have been given to DMAS (Department of Medical Assistance Services) and not to Social Services. DMAS is planning to do some of the renewals. If they handle the renewals they will also handle the appeals. It is believed that there will be a significant number of appeals. The State has requested money to pay overtime, but nothing has been approved. DMAS has hired 100 new employees. Ms. Major inquired if extra SNAP benefits will continue. Mrs.

Weakley stated that the extra SNAP benefits will likely go away at the same time as Medicaid. In addition, the State has approved that prisoners can apply for Medicaid before they are released and they are trying to do the same for SNAP. The prisoner release and the change in Medicaid and SNAP will likely impact this agency greatly during the summer months.

Ms. Major continued to **Item 8 – Purge – CSA Cases and Position Posting**. Mrs. Weakley stated that Position Postings for October 2016 and 23 CSA cases are ready to be purged according to State guidelines for destruction. Mr. Martin made a motion, seconded by Mr. Whalen, that the cases, collectively, be purged. Hearing no discussion, Ms. Major called a vote for all in favor to signify by Aye. The motion carried.

Ms. Major proceeded to **Item 9 – Comp Plan**. Mrs. Weakley stated that the State held a mini training during one of the meetings she attended. The State indicated that the Comp Plan was due by April 30th. They stated that training would occur the first week of April which was also when the directors were meeting in Charlottesville. Several Directors, including herself, requested that they change the date for attendance purposes. The training was postponed; however, it has not been rescheduled and the comp plan is still due April 30th. Mrs. Weakley stated that she has been through the trainings previously enough to know what needed to be done. If changes are needed an amendment can be made.

Mrs. Weakley reviewed the Comp Plan with the Board and proposed the following changes:

Section IV: State & Local Increases

A. State Supported Local Increase: The State put in the provision for the Governor's 1% bonus effective December 22, 2022. If approved, the State will send additional information. Mrs. Weakley included that we would mirror the Governor's provisions. The Governor's proposal was 2 5% raises. One of which would occur in 2022. The Senate agreed with the Governor's proposal and added a \$1,000.00 bonus. The House did not agree and revised to a 4% raise and a 1% one-time bonus. They have until the end of June to resolve.

Section V: Pay Practices

L. Internal Alignment: **The LDSS will evaluate pay in the case of an internal alignment.** This remained as 'Yes' in the event that the realignment carries over into the next fiscal year. Mrs. Weakley anticipates it will be completed by the end of the FY2022; however, there is the chance of it carrying over because it is taking much longer to complete than expected. The max percentage increase is 10%.

Section V: Pay Practices

M. Change of Duties: The LDSS may provide a pay for change of duties is marked 'Yes.' The percentage Increase (not required): Minimum of 0% Maximum 5%. This would occur if an employee was asked to take on an extra duty that is not within their job description.

Section XI: LETS – Classification & Compensation Report:

The Local Department Classification and Compensation Report was reviewed for any needed classification deletions or additions. Mrs. Weakley stated that the only change is adding a Family Services Specialist IV position within the Child Protective Services Unit. The unit is in a place where they are needing additional supervision and the plan is to add that position in the coming year.

Mr. Whalen made a motion to approve the Local Department of Social Services (LDSS) Compensation Plan 2022-2023, seconded by Mrs. Mackie. Hearing no discussion, Ms. Major called a vote for all in favor to signify by Aye. The motion carried.

Ms. Major continued to **Item 10 – Financial Statement – Administrative Office Manager – Wendy Linton**. Ms. Linton stated the Local Budget was \$861,543.00. The Year-To-Date Local Expenditures is \$475,496.39 and the Total Local Balance-To-Date is \$386,046.61. Ms. Linton also stated that based on the total expenditures, we are running about 15% below budget. Mr. Phillips inquired if we receive an annual total for the FS

Fraud Collection budget line from the fraud collections. Ms. Linton stated that it is on the Financial Statement because she has simply not removed it. Ms. Linton explained that it is confusing, but the County reconciles our bank statements. The reconciliations are not processed until the 20th of the month. On the 20th of the month, we cannot put any deposits in. For example, this month's deposits cannot be recorded until the interest is recorded. With those receipts of monies collected it wouldn't be accurate within the month because we receive letters that the Fraud Investigator, Antron Stratton, has started receiving money from collections. Ms. Linton stated that Mr. Stratton and the fiscal office work together and make him aware of what has been collected from his generation of letters and he also sends a letter to the fiscal office as to what can be expected from collections.

Closed Session - On motion by Mr. Phillips, seconded by Mr. Martin, the Board went into Closed Session for the purpose of discussing items only stated on the Agenda (employee separations, foster care update, and Director's consult) as permitted by the Code of Virginia, Section 2.2.3712.

On motion by Mr. Phillips, seconded by Mrs. Mackie, the Board returned from Closed Session and confirmed the only items discussed were the ones listed on the Board Members' Agenda. Ms. Major called a vote (Mrs. Mackie – yes; Mr. Whalen – yes; Mr. Martin – yes; Mr. Phillips – yes; Ms. Major – yes). The motion has carried.

The next Board Meeting is scheduled for Tuesday, May 17, 2022, at 9:30 A.M.

On motion by Mr. Whalen seconded by Mr. Martin, the meeting adjourned at 10:32 A.M.

APPROVED: **Cassandra Reneta Major** _____

ATTEST: **Vicki Weakley** _____