

The Accomack County Board of Social Services met at its facility on Tuesday, December 20, 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. Mr. Phillips gave the Invocation.

Ms. Major proceeded to **Item 3 – Introduction of New Employees**. Mrs. Weakley introduced Di'Jonay McCoy who has been promoted from Office Associate II to Benefits Program Specialist I in the Family's and Children's Unit; Crystal Williams was promoted from Fiscal Assistant III to Benefits Program Specialist I in the Family's and Children's Unit; Marissa Turk was promoted from Office Associate II to Benefits Program Specialist I in the Adult Unit; Sara Weber and Cirrea Upshur began employment on December 16, 2022, as Family Services Specialists in the Child Welfare Unit; and Jonathan Tapman was promoted from Human Services Assistant in Benefits to Benefits Program Specialist I in the Adult Unit. Ms. Major welcomed the new additions and congratulated those who were promoted. The Board in unison expressed the same.

Ms. Major continued to **Item 4 – Approve Minutes of October 18, 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 proceeded to **Item 5 – Fraud Report for November and December 2022**. No questions or concerns were raised.

Ms. Major continued to **Item 6 – Director's Notes for November and December 2022**. Mrs. Weakley stated that since the last meeting and in the month of November she attended a Network Table meeting, Discrimination and Implicit Biased training (HR training on FMLA/ADA etc.), two Open Table meetings, staff interview, virtual Director's Coffee Break, Fall Director's Conference, and a Halloween covered-dish for staff. In December, Mrs. Weakley stated that she attended a supervisor's meeting, a Commissioner call, two Open Table meetings, Director's Coffee Break, CPMT meeting (Community Planning and Management Team), Members Helping Members Board meeting, ANEC luncheon for staff who assist with Members Helping Members, and a Supervisor's breakfast and meeting at the Sage Diner.

Ms. Major proceeded to **Item 7 - COVID Update and Item 8 - EBT Scam**. Mrs. Weakley stated that information was received that the PHE (Public Health Emergency) was likely to end soon, but that information has been retracted. The Commissioner continues to hear that it will be approved until April 2023, but there is still no official word. Plans are being put into place by the Department of Medical Assistance Services (DMAS) for the changes that will occur in Medicaid and the ability to process all the reviews. This agency has about 4,000 overdue Medicaid cases at this point because they will not allow us to take any action on them. DMAS is actively insuring that all the address on file for clients are correct by sending out mass mailings. Once they receive confirmation that the address is correct, it is reported to the agency. Emergency SNAP benefit allotments continue to be distributed.

Mrs. Weakley stated that, across the country, scammers are stealing client funds from EBT cards. According to federal policy, benefits cannot be replaced. Mr. Phillips inquired if this is being experienced locally. Mrs. Weakley replied, yes. It appears that most of the scammers are from the states of Florida and California. The only action that can be taken is through a fraud report which is then submitted to the State. The State is taken action through public awareness campaigns to warn of scammers. Unfortunately, these attempts will not reach everyone.

Ms. Major continued to **Item 9 – Purge – CSA Files**. Mrs. Weakley stated that CSA (Children's Services Act) Monthly LEDRS, Check Lists, Check Reassignments, Expenditure LEDRS, Purchase of Service Orders and Vendor Invoices (000174) dated July 1, 2016, through November 30, 2017, are ready to be purged according to State guidelines for destruction. Mr. Whalen made a motion, seconded by Mrs. Mackie, that

the CSA items listed 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 10 – Financial Statement – Administrative Office Manager – Wendy Linton**. Ms. Linton stated that the beginning budget was \$864,543.00. The Year-To-Date Local Expenditures were \$274,237.82, and the Total Local Balance-To- Date is \$590,305.18. Ms. Linton stated a mid-year review was completed. At this time, we are 11% below budget.

**Closed Session** - On motion by Mr. Phillips, seconded by Mr. Whalen, the Board went into Closed Session for the purpose of discussing items stated on the Agenda (Non-custodial agreements, EPPE: Wendy Linton, Michelle Hart, Sylvia Stanley, and Rudy Zavala, and Director’s Consult) as permitted by the Code of Virginia, Section 2.2.3712. On motion by Mr. Phillips, seconded by Mr. Whalen, 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. Phillips – yes; Mr. Martin – yes; Ms. Major – yes). The motion carried.

The next Board Meeting is scheduled for Tuesday, January 17, 2023, at 9:30 A.M.

On motion by Mrs. Mackie, seconded by Mr. Whalen, the meeting adjourned at 10:14 A.M.

APPROVED: **Cassandra Reneta Major** \_\_\_\_\_

ATTEST: **Vicki Weakley** \_\_\_\_\_