

The Accomack County Board of Social Services met at its facility on Tuesday, December 17, 2013, at 9:30 A.M. Present were Mr. R. Dodd Obenshain, Chairman; Ms. Kay W. Lewis, Vice-Chairman; Ms. Betty Wood; Ms. Reneta Major; Ms. Laura B. Gordy; Mr. John Sparkman; and Mrs. Mary E. Parker, Secretary.

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

Mr. Obenshain proceeded to **Item 3 – Approve Minutes of November 19, 2013.** On motion by Ms. Lewis, seconded by Ms. Major, the Minutes of November 19, 2013 were approved as written.

Mr. Obenshain continued to **Item 4 – Fraud Update.** Mr. Obenshain stated Fraud Investigator Jack Thomas is keeping everything rolling. Ms. Lewis stated she specifically liked the Total Year to Date Savings of \$237,870.00. Mr. Obenshain stated it was pretty impressive.

Mr. Obenshain proceeded to **Item 5 – Director's Update. Community Relations:** No meetings attended.

**Regular Meetings:** On November 19, 2013 Mrs. Parker attended a Food Bank Advisory Council meeting.

On December 5, 2013 Mrs. Parker attended a Smart Beginnings Leadership Council meeting. She stated the Council received two \$50,000 grants from PNC Bank to aide them in getting kids ready to return to school and to try and find ways to reach those in family child care settings. A video done by an Accomack County Schools reading specialist was shown. It depicted a parent reading to her three-year-old child and how the parent involved the child as she read the story, first discussing the name of the book, its' author, the different parts of the book, etc.

On the afternoon of December 5, 2013 Mrs. Parker attended a Truancy Team meeting relative to a Northampton County child. She also attended the regular CPMT meeting.

**Regional/State Meetings:** On December 9, 2013 Mrs. Parker attended the Eastern Region Director's meeting. Mrs. Parker stated there were folks from the State DSS to talk about VaCMS and Medicaid. They discussed plans for expansion of VaCMS to include SNAP and TANF. They further stated local agencies could give their suggestions; however, the plan is already in place. The Department of Aging and Rehabilitative Services is requesting additional monies from the General Assembly to increase public guardianship programs throughout Virginia. This should be helpful with our guardianship cases. Governor McDonnell included it in his budget. Hopefully the General Assembly will approve it.

Mr. Obenshain continued to **Item 6 – Financial Statement – Shirley Harmon, Administrative Office Manager.** Mrs. Harmon stated we have completed the sixth month of our Fiscal Year. For the month of November our Total Expenditures were \$307,371.56. Our Year-To-Date Total Local Adjustment was \$262,061.58 and our Total Local Balance to Date is \$462,049.42. Mr. Obenshain stated everything appeared to be in good shape. Mrs. Parker stated we had a mid-year review with the State where you look at the budget and if you do not use funds, you return them to the State. This enables other agencies that need the funds to have them available. Mrs. Harmon stated we returned \$10,000 for the VIEW program and the State asked for some daycare funds back in the amount of \$46,947.

Mr. Obenshain then inquired why our daycare funds are down so much. Mrs. Parker stated she believed a part of that was because of the card system being used. She further stated a lot of family daycare homes do not know how to use the card system or they do not want to bother with it. Mr. Obenshain inquired whether this is happening in other areas of the State and Ms. Major stated it is happening everywhere.

On motion by Ms. Wood, seconded by Ms. Major, the Board went into Closed Session for the purpose of discussing Personnel (Termination; Leave Without Pay; and Position Redefinition) and Review of Internal Alignment Information, as permitted by the Code of Virginia Section 2.2-3712.

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

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

- I. Personnel:
  1. Termination:
    - a. Stacy Collins – Emergency Office Associate II – Energy Assistance Program – Eff. 12/14/13
  2. Leave Without Pay:
    - a. Theresa Franklin – Benefit Program Specialist II – 10.75 Hrs. – 11/12,13,15/13
    - b. Mary Beasley – Benefit Program Specialist III – 6.25 Hrs. – 11/7,8,15/13
  3. Position Redefinition:
    - a. Linda C. Rew from Secretary I to Office Supervisor Effective with VDSS HR approval

On motion by Ms. Major, seconded by Ms. Lewis, the Board voted to give up to the maximum of 10% to ACDSS staff pursuant to the Internal Alignment.

Mr. Obenshain stated our next regular meeting would be held on Tuesday, January 22, 2014, at 9:30 A.M. Mr. Obenshain stated he hoped everyone on the Board had a very Merry Christmas.

The meeting adjourned at 11:00 A.M.

APPROVED: **R. Dodd Obenshain**

ATTEST: **Mary E. Parker**