

The Accomack County Board of Social Services met at its facility on Tuesday, February 18, 2014, 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. Mark E. Parker, Secretary.

Mr. Obenshain called the meeting to order. Mr. Sparkman gave the Invocation.

Mr. Obenshain proceeded to **Item 3 – Approve Minutes of January 21, 2014**. On motion by Ms. Lewis, seconded by Ms. Major, the Minutes of January 21, 2014 were approved as written. Ms. Gordy mentioned that in the January Minutes it showed Linda C. Rew as Secretary I. She was wondering if the VDSS HR had approved Mrs. Rew's position redefinition from Secretary I to Office Supervisor. Mrs. Parker stated it had not been approved yet; however, it would be retroactive to the December 17, 2013 meeting when the action was approved by the Board.

Mr. Obenshain continued to **Item 4 – Director's Update**.

**Regular Meetings:** On February 4, 2014 Mrs. Parker stated she met with Ms. Ina Birch and Ms. Mickie Spangler to discuss ESCC Workforce Development initiatives. Ms. Birch will continue to come to our Agency one day per month, be in the lobby and try to interest people in going back to college, finishing the GED program, etc., in order to improve their ability to get a job. Ms. Birch helps individuals overcome barriers to attaining educational and work goals and serves as a case manager capacity.

On February 5, 2014 Mrs. Parker met with Doug Jones, Deputy Emergency Services Director, to review changes for Disaster Preparedness Manual updates and talked about duties currently assigned to our agency that are beyond our capacity to manage.

On 2/6/14 Mrs. Parker attended a Truancy meeting, which was a Northampton County case.

On the afternoon of 2/6/14 Mrs. Parker attended the regular CPMT meeting.

Mrs. Parker stated after the Board meeting she had a Food Bank Advisory Committee meeting.

Mr. Obenshain proceeded to **Item 5 – Fraud Update**. Mr. Obenshain stated Fraud Investigator Jack Thomas continues to do a good job with bringing in money and definitely pays his way. Ms. Gordy said he does a fantastic job and Ms. Wood stated Mr. Thomas is proud of his accomplishments.

Mr. Obenshain continued to **Item 6 – 2013 Christmas Projects and Toy Drive Campaign – ATTACHMENT – Office Associate III Dawn Parks**. Ms. Parks stated everyone had her list. The income received this year was \$11,440. and she had a list of all donations from various agencies and personal donations. We had a cookbook sale and received \$152.00. We spent \$1090.36 at Roses Department Store and \$7845.73 at Wal-Mart. We do plan to spend more at Roses because they have a variety of toys that cannot be found at Wal-Mart. The toy donations come through the Agency as well as individually or through a business. Nandua Middle School and Arcadia High School did toy drives. A total of 339 families were served at the Toy Closet and 955 children were represented through those families – we are down just a little bit from last year. We also gave to foster care and Angel Tree children who did not receive sufficient gifts. She also wanted to let the Board know we have enough in savings to carry over at least two years if something were to happen and we did

not receive funding. Mrs. Parker stated we are spending last year's funds and possibly funds from the year before. Mrs. Parks stated Draper Holdings/WBOC was generous to us again this year and gave us \$4,500 and they even brought it down to us from Maryland. We not only give kids toys during the Toy Closet. Throughout the year we have kids who come to us and have nothing. For example, the meth lab kids were brought to us. Everything they had was contaminated; therefore, they could not keep any toys. We were able to find their grandparents who came and got them; however, when they left each one had a care package of toys left over from the Toy Closet. It is always nice to have a little funding left over to help other kids throughout the year.

Ms. Major stated she was happy we shop locally. Mrs. Parks stated it is nice to have a Wal-Mart here. Ms. Gordy stated our staff has done a great job. Mr. Obenshain stated when he came last year on Toy Closet day he witnessed the people in line waiting for toys. He walked through and saw the volume of toys on display. He stated he even talked with some of the people in line and they mentioned how nice it was to receive the toys for their kids. Ms. Gordy stated it was well organized and she enjoyed it. Mrs. Parks stated if any Board Member would like to assist with handing out toys this year to please let her know. On behalf of the Board Mr. Obenshain thanked Mrs. Parks for her presentation.

Mr. Obenshain continued to **Item 7 – Help is on the Way!** Mrs. Parker stated we hope we are among those agencies offered help. Back in November Benefit Program Supervisor Linda Spence and the Ambassadors attended the Board meeting and talked about VaCMS. At that time the Board requested Mrs. Parker to write a letter to VDSS Commissioner Margaret Schultze. Mrs. Parker stated she received a phone call last week from Dottie Wells, Director of the Enterprise Delivery Systems Program Office, regarding the letter. Mrs. Parker stated she had ended the letter by stating “There is a prevailing feeling that we are on a run-away train. We have no way for controlling the situation but we will be responsible for the outcome.” Some of the issues noted in the letter have been corrected in the system; however, there are still training issues such as having both Deloitte and VDSS policy specialists available during training. Ms. Wells advised future trainings would include policy staff and Deloitte. They have completed some software improvements as well. DMAS now has clarified that Adult Medicaid programs do not have to be entered into VaCMS which is what our Medicaid Specialist told us in the very beginning. DMAS helped DSS understand we do not fall under this.

Mr. Obenshain proceeded to **Item 8 – Benefit Program Specialist Appreciation Month.** Mrs. Parker stated February is Benefit Program Specialist Appreciation Month. Mrs. Parker stated the workers will be going out to lunch sometime during the month.

Mr. Obenshain continued to **Item 9 – Financial Statement – Shirley Harmon, Administrative Office Manager.** Mrs. Harmon stated for the month of January our Total Expenditures were \$312,002.66, our Year-to-Date Total Local Adjustment was \$362,838.38 and our Total Local Balance to Date is \$361,272.62. Mr. Obenshain stated we are at 66% of our budget and he only saw three items over – auxiliary grants (by a small margin), reunification (small dollars) as well as Energy Assistance. He inquired whether there was any problem. Mrs. Harmon stated she did not think so. Reunification is included in the Promoting Safe and Stable Families grant. There are two other categories in that budget line which is a grant managed by the Child Welfare unit. Mrs. Parker state Family Services Supervisor Libby Beasley is in the process of requesting that funds be moved from one category to another. Mr. Obenshain then inquired about Energy Assistance and Auxiliary Grants. As we get closer to end of year we can request additional funds for Auxiliary Grants. The combined administrative funds in our

base budget include Energy Assistance. We keep it separate as we have a specific amount allocated for that program and we do not want to exceed those funds.

Mr. Obenshain inquired whether the Board would like to have something different on the Agenda or would they like to have someone come from VDSS to speak with them. Ms. Major inquired whether we had received many complaints from clients since the VaCMS program commenced. Mrs. Parker stated we still get calls; however, they are mostly when clients do not receive their SNAP benefits on time and it could be because worker has not processed the work yet. Ms. Gordy stated she felt Mrs. Parker kept everyone up to date on what is happening. She further stated Ms. Linda Rew's Minutes keep you informed even if you are not present at the meeting and Mrs. Harmon's financial report is excellent and informative.

Mrs. Parker stated if the Board would like the various units to come and address what is with their units; i.e., APS, CPS, Benefits, etc. Ms. Wood stated she felt it is a good morale booster for workers to make presentations to the Board. Ms. Lewis also stated it is nice when we have staff functions and luncheons and invite the Board Members. She wants agency staff to realize our Board is behind them and that they will do what they can to assist staff.

Ms. Major asked about the salary alignment and whether it had gone into effect and how the staff accepted it. Mrs. Parker stated it had gone into effect and staff welcomed it.

On motion by Ms. Lewis, seconded by Ms. Gordy, the Board went into Closed Session for the purpose of discussing Acceptance of Custody – Foster Care Case #001-052558006, as permitted by the Code of Virginia Section 2.2-3712.

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

On motion by Ms. Gordy, seconded by Ms. Major, the following was approved:

- I. Acceptance of Custody:
  - A. Foster Care Case #001-052558006

Mr. Obenshain stated our next regular meeting would be held on Tuesday, March 18, 2014, at 9:30 A.M.

On motion by Ms. Gordy, seconded by Ms. Lewis, the meeting adjourned at 10:25 A.M.

APPROVED: **R. Dodd Obenshain**

ATTEST: **Mary E. Parker**

