

The Accomack County Board of Social Services met at its facility on Monday, April 14, 2014, at 9:30 A.M. Present were Mr. R. Dodd Obenshain, Chairman; Ms. Reneta Major; Ms. Laura B. Gordy; Ms. Betty Wood; 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 March 18, 2014.** On motion by Ms. Major, seconded by Ms. Gordy, the Minutes of March 18, 2014 were approved as written. Ms. Wood abstained as she was not present at the March 18, 2014 meeting.

Mr. Obenshain continued to **Item 4 – Fraud Update.** The Board stated Fraud Investigator Jack Thomas was continuing to do an excellent job.

Mr. Obenshain proceeded to **Item 5 – Director's Update.** Mrs. Parker stated the Board did not have a separate sheet on her activities; however, she would read same from her calendar. Mrs. Parker stated Information Systems Support Specialist II Steve Niblett had an automobile accident trying to avoid a deer. In order for us to get ready for the end of XP as the operating system on our computers, every agency had until the end of April 2014 to refresh and install new computers. When Mr. Niblett returned to the agency two weeks later, he could not lift anything. He worked half days for the first week and then fulltime the next week. Mr. Troy Greenley, son of Family Services Specialist III Nadine Greenley, is quite knowledgeable on computers. He works for Lockheed Martin at Wallops; however, he has a flexible schedule and was able to come and help Mr. Niblett with refreshing and installing the new computers and assisting workers with Windows 7 connection issues. It has worked out very well. Mrs. Parker stated she sat in on conference calls Mr. Niblett had because the State wanted to know if we had received the new computers and how many had been refreshed. Mrs. Parker stated they had conference calls through April 8, 2014.

Mrs. Parker stated she attended a Rapid Response Team meeting on April 20, 2014 which deals with individuals who lack housing or have problems in the family and need people to come together from resources to create a plan for the family.

On March 31, 2014 Mrs. Parker went to the Accomack County Board of Supervisors Budget meeting to speak about the health insurance issue for retirees and it did absolutely no good. Mrs. Parker stated she did not have a prepared statement, but spoke from her mind and heart.

On March 25, 2014, Mrs. Parker attended an Emergency CPMT meeting.

On May 3, 2014, Mrs. Parker chaired the regular CPMT meeting as Northampton County DSS Director Richard Sterrett was out of state.

A lengthy discussion followed relative to the Board of Supervisors meeting and retirees' medical insurance premiums. Unless age 55 or older employees retire by 2/20/17 they will not be able to retain the retirees' insurance premium currently received by employees. They are currently getting \$305.00 from the County towards their premium plus an additional \$45.00 through the General Assembly. This \$45.00 is given to us as local employees by the State as they supervise us. Mrs. Parker stated she was not happy about the decision.

Mr. Obenshain continued to **Item 6 – Temporary Budget Line for Overtime Processing of Medicaid Applications.** Mrs. Parker stated the State has found

money which requires no local match to help pay for overtime for employees who desire to do overtime work in processing Medicaid applications. Mrs. Parker stated Benefit Program staff has worked two previous Saturdays as they wanted to work on their cases without interruption. Ms. Gordy stated that some of the weekends are not eligible for overtime and why would they take that option? Mrs. Parker stated the system will probably not be available. VaCMS and MMIS, the Medicaid system, have to be available for entering data in order to determine eligibility. There are instances when systems are unavailable to staff on weekends as they are being updated or installing fixes. They could work on something else but not receive payment for their time – just comp time. Ms. Gordy asked about the amount allocated for this purpose. Mrs. Parker stated ours is around \$2500 and we have comp time. Mr. Obenshain wanted to know what we were proposing. She asked the Board if they wanted to make it a requirement for workers to work overtime. Mr. Obenshain did not think they should if there wasn't a need for it; however, Mrs. Parker stated there is a need for it. Ms. Major stated she believed it to be prudent to offer the overtime if workers are interested. She further stated she did not want the public to think workers are not doing their job; however, they are overwhelmed with a system that does not work half of the time and they are frustrated. You are working, answering the phone, answering questions and trying to work on a case. Mr. Obenshain inquired whether this was an action item. Mrs. Parker stated we did not need action.

Mr. Obenshain proceeded to **Item 7 – Administrative Office Professionals Month**. Mrs. Parker stated the Eastern Shore Community College is having an Administrative Office Professional Day. She received an email stating the cost would be \$25.00 per registration. Staff would go in the morning, have a light breakfast, attend two different presentations on work related items, and leave after lunch. She chose long term employees, i.e., Andrea Hunter, Angie Benton and Alba Castillo of the Front Clerical Unit; Jill Fitzgerald of the Fiscal Unit and Dawn Parks of the Child Welfare Unit. We could not send everyone as there would not be enough workers to cover the Front Clerical Unit. She further stated next year we would send another group.

Mr. Obenshain continued to **Item 8 – Financial Statement**. Mrs. Parker stated Mrs. Harmon was out of the office on that date. Mr. Obenshain stated we are 10 months into the Fiscal Year. Mrs. Parker stated our Balance to Date is \$259,825.40 and we are doing fine.

Mr. Obenshain proceeded to **Item 9 – Compensation Plan for FY 2015**. Mrs. Parker reviewed the Compensation Plan in its entirety, noting it is unchanged from the one approved last April. She further stated the County is talking about doing a bonus and not a cost of living and we do not know what the General Assembly is doing. Mrs. Parker stated the Board needed to adopt it so it could be sent to the State by the April 30, 2014 deadline. On motion by Ms. Major, seconded by Ms. Gordy, the Compensation Plan was adopted as presented.

Mrs. Parker stated the last item on the Agenda was **Item 10 – LDSS Human Resource Policy Record**. Mrs. Parker stated we have to check whether or not we use the Administrative Manual for LDSS. We use it and do not deviate from it for anything.

Mrs. Parker stated on the inclement weather issue Mr. Obenshain and she are supposed to get together, but if she is unable to get in touch with him, she just does what the County does as she feels they know the conditions of the roads.

On motion by Ms. Major, seconded by Mr. Sparkman, the Board went into Closed Session for the purpose of discussing Personnel (Leave Without Pay), as permitted by Virginia Section 2.2-3712.

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

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

- I. Personnel:
  1. Leave Without Pay:
    - a. Theresa Franklin – Benefit Programs Specialist II – 3/11/14 – 3.5 Hrs.

Mr. Obenshain stated our next regular meeting would be held on Tuesday, May 20, 2014, at 9:30 A.M.

On motion by Ms. Major, seconded by Ms. Gordy, the meeting adjourned at 10:30 A.M.

APPROVED: **R. Dodd Obenshain**

ATTEST: **Mary E. Parker**