

The Accomack County Board of Social Services met at its facility on Tuesday, May 19, 2015, at 9:30 A.M. Present were Mr. R. Dodd Obenshain, Chairman; Ms. Kay W. Lewis, Vice-Chairman; Ms. Reneta Major; Ms. Nicolette A. Hickman; Ms. Laura Belle Gordy; Mr. John Sparkman; and Mrs. Mary E. Parker, Secretary.

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

Mr. Obenshain proceeded to **Item 3 – Approve Minutes of April 21, 2015.** On motion by Ms. Gordy, seconded by Ms. Major, the Minutes were approved as written.

Mr. Obenshain continued to **Item 4 – Fraud Update.** Mrs. Parker stated there was a long article on Shore Daily News about Fraud Investigator Jack Thomas' last fraud case which was about someone living in Maryland who did not show up for the trial. Mr. Obenshain stated a little bit of publicity will possibly keep others from committing fraud. Ms. Lewis stated the Tax Intercept figure for year-to-date was nice. As always, Mr. Obenshain requested Mrs. Parker to let Mr. Thomas know the Board appreciates all he does for the Agency.

Mr. Obenshain proceeded to **Item 5 – Director's Update. Regular Meetings:** On May 14, 2015 Mrs. Parker attended the Community Partners of the Eastern Shore meeting. It is a large group of community resources and she also attended the CPMT meeting later that day.

On May 5-8, 2015 Mrs. Parker attended the Virginia League of Social Services Executives Spring Conference in Williamsburg, VA at Great Wolf Lodge. The keynote speaker, Terie Dreussi-Smith, co-authored a book entitled "Bridges Out of Poverty." Ms. Smith shared how class environments and strong or weak social capital/connections impact our lives, and the many ways institutions and communities use this lens to increase outcomes and social cohesion to create sustainability in individuals, institutions and communities. Bedford County DSS received an **I3 Recognition Award** from VDSS recognizing their work with the community using the Bridges Out of Poverty model to enhance and improve community outcomes.

The VDSS Commissioner's comments included that in 2017 criminal record checks for all employees will be mandatory. We will start with this procedure now with new and current employees. Mrs. Parker attended a workshop that demonstrated the new DMIS system, which is a new scanning system the State will have. Ms. Major stated they are testing DMIS at Northampton County DSS this week. Mrs. Parker stated they are testing how it will interface with agencies already having their own paperless systems and will also test it in agencies that do not have a system.

Mr. Obenshain continued to **Item 6 – Meeting with Eastern Regional Director Steve Blythe.** Mrs. Parker stated Mr. Blythe is available to meet with our Board at our July meeting if we want him to come. The meeting will be held on Tuesday, July 21, 2015. Ms. Lewis stated she would be unavailable to attend the meeting on that date. Mrs. Parker stated she would check with Mr. Blythe to see if he would be available for the August or September meeting.

Mr. Obenshain proceeded to **Item 7 – Destruction of Adult Services and Child Care Cases.** Mrs. Parker stated on May 18, 2015 she was given a list of CPS cases that also need to be destroyed. On motion of Ms. Major, seconded by Ms. Lewis, the destruction of Adult Services and Child Care and CPS cases were approved to be destroyed.

Mr. Obenshain continued to **Item 8 – Final Budget Allocations, Fiscal Year 2016.** Mrs. Parker stated on the long page we have an additional allocation of \$23,000 for a new Benefit Program position which is not enough to pay for that position. Administrative Office Manager Shirley Harmon and Mrs. Parker have talked about creating two Human Services Aide II positions rather than one Benefit Program Specialist who could assist the Adult Benefit Unit as well as the Families and Children Unit. Currently they do not have anyone to assist them and now rely upon the front desk unit to assist them. We could house them in the Energy Assistance room as we do not use all of the desks located in that department. They would be trained in how they can assist those units. Mr. Sparkman stated they only gave us \$23,000 for the new position. Mrs. Parker stated we can go into Pass-Thru to pay for positions, but the local match is much greater. We have that capability if we get low at the end of the year. Mrs. Parker stated we did get the money from the State for the raise. It was for 10 months. We will start when Accomack County starts the pay increase in July 2015.

Mr. Obenshain proceeded to **Item 9 – Financial Statement – Administrative Office Manager Shirley Harmon.** Mrs. Harmon stated we are doing fine. We have one month left in the Fiscal Year for the State. We have two months left for the County budget – May and June. For the month of April our Total Expenditures were \$319,680.50. Our Year-to-Date Total Local Adjustment is \$531,145.70 and our Total Local Balance to Date is \$204,661.30. Mr. Sparkman inquired whether the County allocates so much money to our Agency along with the State and Federal Governments. Mrs. Parker stated that is correct. Mr. Sparkman further stated we had not exceeded the amounts and he was wondering what happened to the unused funds. Ms. Major stated the County takes back any unused funds. Mrs. Parker stated there are some agencies in the State where the locality allows the agency to retain the funds; however, that does not occur in Accomack County. Mrs. Parker stated we just purchased a new Agency vehicle and used Local, State and Federal funds. We traded in a 2002 Malibu on the purchase of the new vehicle.

Mr. Obenshain continued to **Item 10 – Members Helping Members Balance Sheet for 5/15/15.** Mrs. Parker stated the money is going fast. People have had astronomical bills due to the bad weather we incurred during the winter months. Ms. Gordy stated it makes people proud to know that his/her donation of a dollar or two to Members Helping Members helped someone in need. Ms. Lewis stated there was a total of \$40,000 donated to be split between Accomack and Northampton Counties; i.e., Accomack receiving two-thirds and Northampton receiving one-third. Mr. Obenshain stated the most anyone is allowed is \$250.00. Mrs. Parker stated the AICC (Accomack Interfaith Crisis Council) takes applications and sometimes they assist by providing funds to make up the difference in what Members Helping Members pays and the amount that is owed. There are other entities in the community that help out as well. Ms. Major inquired about receiving assistance from Members Helping Members; i.e., do the clients have to be in a disconnect status and Mrs. Parker stated yes they do. A lot of people wait until it is past that disconnect time. Mr. Obenshain stated all of the money donated is given to Members Helping Members as there are no overhead charges. He stated without the two local Departments of Social Services disbursing the funds it would be difficult to get it back to the people in a fair manner.

On motion by Ms. Lewis, seconded by Ms. Major, the Board went into Closed Session for the purpose of discussing Personnel (Termination) and Acceptance of Custody (Foster Care Case #001-053733006 and Foster Care Case #001-053601002), as permitted by the Code of Virginia Section 2.2-3712.

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

On motion by Gordy, seconded by Ms. Major, the Board approved the following Personnel action (Mrs. Hickman – yes; Ms. Major – yes; Ms. Gordy – yes; Ms. Lewis – yes; and Mr. Sparkman – yes):

- I. Personnel:
 - A. Termination:
 1. Nancy R. Gonzalez-Lopez – Emergency Office Associate II – Eff. 04/30/15

On motion by Ms. Gordy, seconded by Mrs. Hickman, the Board approved the following Acceptance of Custody cases:

- II. Acceptance of Custody:
 - A. Foster Care Case #001-053733006
 - B. Foster Care Case #001-053601002

Mr. Obenshain stated our next regular meeting would be held on June 16, 2015 at 9:30 A.M.

On motion by Ms. Gordy, seconded by Ms. Lewis, the meeting adjourned at 10:35 A.M.

APPROVED: **R. Dodd Obenshain**

ATTEST: **Mary E. Parker**