

The Accomack County Board of Social Services met at its facility on Tuesday, July 21, 2015, at 9:30 A.M. Present were Mr. R. Dodd Obenshain, Chairman; Mrs. Nicolette A. Hickman; Ms. Reneta Major; Ms. Laura Belle 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 May 19, 2015.** On motion by Ms. Major, seconded by Ms. Gordy, the Minutes of May 19, 2015 were approved as written. No June 2015 meeting was held.

Mr. Obenshain continued to **Item 4 – Introduction of New Employees: Jessica M. Bennett and Meghan Gaffney, Office Associate II's.** Mrs. Parker introduced the new workers to the Board Members and stated they would be in the Front Desk unit. Mr. Obenshain stated the Board welcomed both of them to ACDSS.

Mr. Obenshain proceeded to **Item 5 – Fraud Update.** May and June 2015 Reports were reviewed by the Board Members.

Mr. Obenshain continued to **Item 6 – Director's Update. Community Relations: None**

Regular Meetings: The Workforce Investment committee is comprised of the Department of Rehabilitative Services, the Eastern Shore Area on Aging, the VEC, Accomack and Northampton DSS, the Workforce Development part of the Community College. The group meets for lunch on a quarterly basis to share information about program changes and provide updates. They had a luncheon on May 27, 2015.

On June 4, 2015 Mrs. Parker attended the regular CPMT meeting.

On June 8, 2015 Mrs. Parker attended the Eastern Region Directors' meeting in Virginia Beach.

On June 10, 2015 Mrs. Parker attended an Accomack County Emergency Operations Committee meeting at the Fire Training Center. Bill Sammler from the National Weather Service in Wakefield spoke about the history of storms on East Coast and how they affected us. She stated it was very interesting.

On June 11, 2015 Mrs. Parker participated in the DMIS Webinar which explained the scanning system and what will be required of agencies for the new scanning system. Some of our staff will be attending training on August 27-29, 2015 and there will also be training in September 2015.

On June 12, 2015 Mrs. Parker attended an Emergency CPMT meeting.

On July 2, 2015 Mrs. Parker attended a regular CPMT meeting.

On July 16, 2015 Mrs. Parker attended the Eastern Shore Disaster Preparedness Coalition meeting.

Mr. Obenshain proceeded to **Item 7 – Members Helping Members Balance Sheet.** Mrs. Parker stated applications are taken every Tuesday morning and as of this date we have \$710.00 left. She did not know whether the balance would be used up that date or not. Some weeks are heavier than others. We have had more money to spend but this is the latest we have had funds still available. Mr. Obenshain stated it is amazing too as we had such a cold winter. He further stated Accomack and Northampton DSS have stepped up to handle this

program and did all of the work to disburse the funds. He said without them we could not have been able to help the community. Mrs. Parker stated this helps people get over the hump of cold weather and be in shape when cold weather starts again. It does not help everyone every time because there are checks and balances.

Mr. Obenshain stated he had a letter that was received from a client. He read the letter to let everyone stating how much she appreciated Members Helping Members with her light bill. She wanted to thank everyone truly from her heart and wanted to say thank you for the help extended to her. Without our help she would not have had electricity or been able to turn on her space heaters for the cold winter. She prayed for agencies and services like we provide as no one knows when they will be faced with a hardship. She never thought she would be faced with the hardship she has gone through at her age. She had never been dependent on anyone and had always worked but due to a work related injury she did not think there was any hope; however, when she saw the services provided by Members Helping Members it made her aware that she should not give up. She will never forget what the agency has done for her and it has truly been a blessing. Mr. Obenshain stated this was a heartfelt letter and the service was needed by her. He further stated the services both DSS agencies have extended has been a huge help to people in our community.

Mr. Obenshain continued to **Item 8 – Destruction of Case Files – Adult Services and Child Care.** On motion by Ms. Gordy, seconded by Mr. Sparkman, Mrs. Parker was directed to proceed with the destruction of the above case files.

Mr. Obenshain proceeded to **Item 9 – Financial Statement – Administrative Office Manager Shirley Harmon.** The month of June was the first month of our new Fiscal Year. For the month of June our Total Expenditures were \$310,458.47; our Year-to-Date Total Local Adjustment was \$40,668.95 and our Total Local Balance to Date is \$714,026.05. Mrs. Parker stated we used some surplus Local funds to have 3M tint applied to the training room and lobby windows, the front door and windows and both end doors to reduce glare. A huge difference was noticed immediately. We also purchased two heat pumps to replace two units at our Agency.

Mr. Obenshain continued to **Item 10 – Eastern Region Director Steve Blythe to meet with Board at August 18, 2015 meeting.** Mrs. Parker stated this was a reminder that Mr. Blythe will be present after the August 18, 2015 Board meeting to meet with our Board Members. After he leaves our Agency, he will be going to Northampton County DSS to meet with its Board.

On motion by Mr. Sparkman, seconded by Ms. Major, the Board went into Closed Session for the purpose of discussing Personnel (Employment), as permitted by the Code of Virginia Section 2.2-3712.

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

On motion by Mrs. Hickman, seconded by Ms. Major, the Board approved the following Personal matters (Mrs. Hickman – yes; Ms. Major – yes; Ms. Gordy – yes; Mr. Sparkman – yes):

- I. Personnel:
 - A. Employment:

1. Emmanuel Hernandez – Emergency Office Associate II – Eff. 6/16/15
2. Jessica M. Bennett – Office Associate II – Eff. 7/13/15
3. Meghan Gaffney – Office Associate II – Eff. 7/13/15

Mr. Obenshain stated the next regular meeting would be held on August 18, 2015 at 9:30 A.M.

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

APPROVED: R. Dodd Obenshain

ATTEST: Mary E. Parker