

The Accomack County Board of Social Services met at its facility on Tuesday, October 20, 2015, at 9:30 A.M. Present were Mr. R. Dodd Obenshain, Chairman; Ms. Kay W. Lewis, Vice-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. Mrs. Hickman gave the Invocation.

Mr. Obenshain proceeded to **Item 3 – Approve Minutes – September 25, 2015.** On motion by Ms. Lewis, seconded by Ms. Major, the Minutes of September 25, 2015 were approved as written.

Mr. Obenshain continued to **Item 4 – Fraud Update.** Mr. Obenshain stated Fraud Investigator Jack Thomas is doing a good job.

Mr. Obenshain proceeded to **Item 5 – Director’s Update.** Mrs. Parker stated it is short but we had our last Board meeting on September 25, 2015.

**Regular Meetings:** On October 1, 2015 Mrs. Parker attended the regular CPMT meeting.

On October 9, 2015 the Agency held its annual Staff Recognition luncheon at The Elks in Tasley. She further stated staff enjoyed the luncheon and wanted to thank those on the Board who attended. Patricia Morris, who recently retired as Benefit Program Specialist Supervisor, was also in attendance. Mrs. Parker stated she had a note on her desk from Mrs. Morris to the Board thanking them for the Resolution Recognizing Outstanding Service presented to her at the luncheon.

On October 15, 2015 Mrs. Parker attended the Disaster Preparedness Coalition meeting.

Mr. Obenshain continued to **Item 6 – Annual Board Member Training.** Mrs. Parker stated Mrs. Hickman and Mr. Sparkman would be meeting her at the Agency the next morning at 7:30 AM to leave for the training at the Eastern Regional Office in Virginia Beach.

Mr. Obenshain proceeded to **Item 7 – 2015 Annual Financial Statements.** Mrs. Parker stated we have one for the whole State and one specifically for our locality. She further stated this information will be incorporated in the Agency Profile that is distributed in the spring which gives you the caseloads and other pertinent information.

Mr. Obenshain continued to **Item 8 – Medicaid Renewals.** Mrs. Parker stated Amy Phillips, SNAP/Medicaid/VaCMS Eastern Regional Consultant, has been working at our Agency two days per week. She is pulling together the vacant caseload information and working with each Benefit Program Unit to devise a way for us to have no overdue renewals as of December 2015. Mrs. Parker stated Mrs. Phillips is very good in assessing capacity of staff, determining the problem areas, and how best to distribute the workload in order to get the job done quickly. A fund for overtime pay for those processing Medicaid renewals has been extended to the end of the calendar year. We do not know whether the State will say at the end of the calendar year that we can use any remaining funds for that purpose or whether they will want it back.

Ms. Major stated she is a Northampton Social Services employee and realizes VaCMS is not always cooperative; she wanted to encourage staff during this process. She further stated she knows Benefit staff has been given a goal to get the work done; and she does believe it can happen.

Mr. Obenshain proceeded to **Item 9 – Financial Statement – Administrative Office Manager – Shirley Harmon**. Ms. Harmon stated for the month of September our Total Expenditures were \$336,054.10; our Year-To-Date Total Local Adjustment was \$178,761.78 and our Total Local Balance to Date is \$577,085.22.

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 #001-052766008), 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. Lewis; seconded by Mrs. Hickman, the Board confirmed the matter discussed in Closed Session (Mrs. Hickman – yes; Ms. Major – yes; Ms. Gordy – yes; Ms. Lewis – yes; Mr. Sparkman – yes).

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

- I. Acceptance of Custody:
  1. Foster Care Case #001-052766008

Mrs. Parker passed out information relative to an Assistant Director I position. Mr. Obenshain inquired whether the position would be advertised and then a list of names sent to Mrs. Parker. She stated she would have access to all applications placed online through the State Recruitment System. She further stated the Benefit Program Specialist II position they recently advertised had 40 applicants; however, after the screening of all applications was completed, we ended up with only two applicants to be interviewed. Of the two, one had already accepted another position.

Mr. Obenshain inquired what time frame was involved with getting this position filled. Mrs. Parker stated she hoped to get it advertised during November and have it filled prior to the end of the year.

Mr. Obenshain stated the next regular Board meeting would be held on Tuesday, November 17, 2015, at 9:30 A.M.

On motion by Ms. Lewis, seconded by Ms. Gordy, the meeting adjourned at 10:15 A.M.

APPROVED: **R. Dodd Obenshain**

ATTEST: **Mary E. Parker**