

The Accomack County Board of Social Services met at its facility on Tuesday, November 15, 2016, at 9:30 A.M. Present were Ms. Reneta Major, Chairman; Ms. Laura B. Gordy, Vice-Chairman; Ms. Nicolette Hickman; Ms. Elsie B. Mackie; Mr. Robert Crockett; Mr. John Sparkman; Mrs. Vicki J. Weakley, Assistant Director, and Mrs. Mary E. Parker, Secretary.

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

Ms. Major proceeded to **Item 3 – Approve Minutes of October 24, 2016**. On motion by Mr. Crockett, seconded by Mrs. Hickman, the Minutes were approved as written.

Ms. Major continued to **Item 4 – Fraud Update**. Mr. Crockett stated it was a good report. Mrs. Hickman inquired how long Fraud Investigator Jack Thomas had been with the agency. Mrs. Harmon stated almost twenty years. Mrs. Parker stated he started out in our Onancock office with Employment Services. He worked with Food Stamp recipients as we had funding for that program and the funds were later cut so we no longer had the program. At that time the person who was doing fraud retired so Mr. Thomas applied for the position. Mr. Crockett stated a savings of \$188,000 after five months is not bad. Mrs. Hickman then inquired about his workload. Mrs. Parker stated he has a military background so he can set the time frame for something and get it done.

Ms. Major proceeded to **Item 5 – Director’s Update**. Mrs. Parker stated she attended the CPMT meeting because the members could not meet on the normal day.

Mrs. Parker further stated she and Assistant Director Weakley met with the Members Helping Members Board of Directors just to talk about the program as we still have money left. Mrs. Parker further stated in July of each year the funding is usually gone. We discussed other areas where they might be able to use the funds to help everyone who is a member of ANEC. She stated it was a good meeting. Mrs. Weakley stated in the past the money has been used to assist with payment of electric bills; however, it now appears the remaining money will be used for other areas pertaining to energy assistance.

Ms. Major continued to **Item 6 – Assistant Director’s Update**. Mrs. Weakley stated she attended the same CPMT and Members Helping Members meetings. She also attended the VLSSE (Virginia League of Social Service Executives) Conference in Bristol and spent two days traveling and three days at the conference so she was gone a week.

Ms. Major proceeded to **Item 7 – Resignation Letter from Director Mary E. Parker**. Mrs. Parker stated she did not know what she was supposed to do with the letter. Office Supervisor Linda Rew stated she could place it in the ACDSS Minute Book following the November 15, 2016 Minutes. This was acceptable with the Board. On motion by Mr. Crockett, seconded by Ms. Gordy, the resignation letter was accepted.

Ms. Major continued to **Item 8 – VaCMS**. Mrs. Parker stated originally we were supposed to start with TANF and SNAP in December 2016; however, now it will not be December which is a wise move. We do not know when, but they realize they have issues to work out before they do this. She was glad to see they had postponed the starting date.

Mrs. Weakley stated this was a discussion at the Conference and it got very heated and ugly. She further stated there are a lot of system issues and Common Help where people are calling to do applications is blaming local

departments for some of the issues and DMAS is blaming local departments for some of the issues as well. It appears a lot of the issues are system problems and communication issues.

Ms. Major proceeded to **Item 9 – Financial Statement – Administrative Office Manager Shirley Harmon**. For the month of October our Total Local Expenditures were \$313,316.07. Our Year to Date Total Local Adjustment was \$220,397.65 and our Total Local Balance to Date is \$535,449.35. Mr. Crockett stated our percentages looked good.

Ms. Major continued to **Item 10 – BL 851 – LDSS Costs for VaCMS Implementation**. Mrs. Parker stated as everyone might have noted from reading the attachment the State has come up with money for localities to use for the benefit staff to work overtime in order to get cases completed instead of accumulating comp time. Mrs. Parker stated they had our FIPS number as 003 which is incorrect as our FIPS is 001. Mrs. Weakley stated benefit workers had told her it used to take them 20 minutes to work on a case and now it takes 1-1/2 hours. Everyone is hoping when everything is up and running and everyone is familiar with the system the pace will pick up. Ms. Major inquired whether we are using staff for the energy assistance program. Mrs. Parker stated we have three emergency workers who are doing energy assistance for approximately 29 hours per week. These workers have been with us for several years.

On motion by Mr. Crockett, seconded by Ms. Gordy, the Board went into Closed Session for the purpose of discussing Personnel (Promotion); Consent to Adopt (Foster Care Case #001-054179002 and Adoption Finalized 001-052558006), as permitted by the Code of Virginia Section 202-3712.

On motion by Mr. Crockett, seconded by Ms. Gordy, the Board confirmed the following Personnel matter discussed in Closed Session (Mrs. Hickman – yes; Mrs. Mackie – yes; Ms. Gordy – yes; Mr. Crockett – yes; Mr. Sparkman – yes):

- I. Personnel:
 1. Promotion:
 - a. Laura Lewis from Benefit Program Specialist II to Benefit Program Specialist III, Effective 11/16/2016

On motion by Mrs. Hickman, seconded by Mr. Crockett, the Board confirmed the following Consent to Adopt and Adoption Finalized (Mrs. Hickman – yes; Mrs. Mackie – yes; Ms. Gordy – yes; Mr. Crockett – yes; Mr. Sparkman – yes):

- II.
 1. Consent to Adopt:
 - a. Foster Care Case #001-054179002
 2. Adoption Finalized:
 - a. Foster Care Case #001-052558006

Ms. Major asked Mrs. Parker if she had heard anything about the number of applications that had been received for the Director position. Mrs. Parker stated she had not heard anything. She stated she would probably not hear anything until after the November 18, 2016 deadline for filing and until after Eastern Regional Director Jo Ann Wilson-Harfst had screened them. Mrs. Parker further stated she did not have the capacity to go into the site and look at any of the applications as the applications go to Mrs. Wilson-Harfst. Mrs. Parker stated she is aware of how important it is to our Board and she will get back with them as soon as possible.

The next regular Board meeting will be held on Tuesday, December 20, 2016, at 9:30 A.M.

Mrs. Parker stated she is having her retirement party at the agency on December 16, 2016 from 2 PM – 4 PM. We had to wait until the Toy Closet was held in order to have it. Invitations will be sent to everyone.

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

APPROVED: **Reneta Major**

ATTEST: **Mary E. Parker**