

The Accomack County Board of Social Services met at its facility on Tuesday, October 20, 2009, at 9:30 A.M. Present were Mr. R. Dodd Obenshain, Chairman; Ms. Kay W. Lewis; Ms. Betty Wood; Ms. Laura Belle Gordy; and Mrs. Mary E. Parker, Secretary.

Mr. Obenshain called the meeting to order. The Lord's Prayer was repeated by everyone in attendance.

On motion by Ms. Wood, seconded by Ms. Gordy, the Minutes of September 22, 2009 were approved as written.

Mr. Obenshain proceeded to **Item 4 – Introduction of New Employee – Christine Santos, Benefit Program Specialist I.** Mrs. Parker introduced Mrs. Santos to the Board. On behalf of the Board Mr. Obenshain welcomed Mrs. Santos to the Agency.

Mr. Obenshain continued to **Item 5 – Tour of Server Room and Overview of Various Systems – Steve Niblett, Information Systems Support Specialist II.** Mr. Niblett gave a tour of the Server Room and explained the various equipment and the functions they serve. The Board was impressed by his knowledge of the equipment.

Mr. Obenshain proceeded to **Item 6 – Fraud Update.** Mrs. Parker stated Fraud Investigator Jack Thomas has a lot of investigations pending. The Energy Assistance workers have already been giving him referrals. Ms. Gordy inquired how the payments are received. Mrs. Parker stated some clients come to the office to make their payments while others send money orders or checks.

Mr. Obenshain continued to **Item 7 – Director’s Update. Community Relations**: On October 13, 2009 Mrs. Parker attended a joint meeting of the Board of Supervisors and School Board, which was held in our Training Room. Mrs. Parker stated she did not have to attend; however, she felt she was the host and should be present. They discussed the vacant school buildings and what they plan to do with them.

On October 15, 2009 a Foster Care Town Hall meeting was held at the new Community Center building at the Eastern Shore Community College. It was sponsored by Eastern Regional Director Steve Blythe, Resource Family Specialist Flora Harris, a couple of people from Richmond and Accomack and Northampton County DSS. We had roughly 16 people who wanted to inquire about becoming a foster parent. Two of them were teenagers who came with adults. We had a good discussion, and we allowed foster parents to discuss their experiences. Mrs. Robinson from Northampton County spoke about the numerous children she has fostered. She also adopted one of her foster children. Barbara and Ron Mason of Chincoteague were also present. They have been foster parents for approximately 20 years and have had 33 children in their home. Some were just overnight, and some stayed from 1 to 2-1/2 years. They had children with fragile health conditions and other children who needed difficult surgeries. Mrs. Mason would go to CHKD and stay with these children. Mrs. Parker stated when you sign up to be a foster parent, you sign on for all responsibilities of a parent. All of the foster parents spoke from the heart, but they also spoke from the head. Mrs. Parker stated we created our own logo – a picture showing the Eastern Shore with a family across the middle of it holding hands. Mrs. Parker stated she would get a copy for each Board Member. The State paid for the meeting room at ESCC. Someone donated \$100.00 which was used to purchase food. Mrs. Parker stated we really did not have a cost except for the food.

Mrs. Parker further stated Mr. Blythe and the State DSS staff were happy with the turnout and with the response. We were the first ones to combine and do this project. Other areas in the State may do it as well.

Regular Meetings: On September 25, 2009 Mrs. Parker attended an Emergency CPMT meeting.

On October 1, 2009 Mrs. Parker attended a regular CPMT meeting.

Mrs. Parker stated the Food Bank Advisory Council meeting set for October 19, 2009 was cancelled due to the lack of a quorum.

Mrs. Parker spoke about our Annual Staff Recognition Luncheon, which was held on October 9, 2009. She further stated Ms. Lewis and Ms. Wood were in attendance. Everyone attending enjoyed the occasion. Workers again stated how appreciative they were of the Board’s decision to give staff their birthdays off.

Mr. Obenshain proceeded to **Item 8 – Financial Statement – Administrative Office Manager Shirley Harmon**. Mrs. Harmon stated we have just completed the month of September, which was the fourth month of the Fiscal Year. Our Total Expenditures were \$309,049.84. Our Total Local Adjustment was \$170,081.20 and our Total Local Balance to Date is \$512,659.80.

Mr. Obenshain inquired about the Head Start program and whether we transfer money from another source if the funds are depleted. Mrs. Parker stated if we run out, we get more.

Mr. Obenshain continued to **Item 9 – EZ Filer License**. Dunlop, Grubb & Weaver, the law firm that contacted EZ Filer agencies last year regarding a new owner of EZ Filer, has sent a letter to several EZ Filer agencies offering to sell

them a perpetual copyright and software owned by EZ Filer for the greater of \$7500 per County or \$1500 per user of EZ Filer. A group of agencies, including ours, retained an attorney last year at the time we received the first letter. Mrs. Parker stated we purchased 40 seats so it would appear we would have to pay \$60,000. We cannot afford to do that, plus, the software has not been maintained by EZ Filer since the death of Mr. Luse. EZ Filer agencies are meeting in Charlottesville either Friday, October 23, 2009, or Monday, October 26, 2009. The meeting's duration is set for no more than two hours. Mrs. Parker's suggestion is to do a conference call, rather than having to travel a total of eight hours for a two hour meeting.

On motion by Ms. Wood, seconded by Ms. Lewis, the Board went into Closed Session for the purpose of discussing Personnel (Position Redefinition, Additional Supervision Responsibilities, Termination, Employment, Leave Without Pay) and Acceptance of Custody (Foster Care Case #001-046968006), as permitted by Code of Virginia, Section 2.2-3712.

On motion by Ms. Gordy, seconded by Ms. Wood, the Board returned to Open Session. On motion by Ms. Gordy, seconded by Ms. Wood, the Board confirmed the matters discussed in Closed Session. Mr. Obenshain polled the Board to confirm the matters discussed in Closed Session (Ms. Wood – yes; Ms. Gordy – yes; Ms. Lewis – yes). On motion by Ms. Gordy, seconded by Ms. Wood, the Board was polled and approved the following:

- I. Personnel:
 - A. Position Redefinition:
 1. E. Steve Niblett from Clerical Supervisor to Information Systems Support Specialist effective 09/01/09
 - B. Additional Supervision Responsibilities:
 1. Linda C. Rew, Secretary I – Supervision of Front Desk and Energy Assistance Staff, effective 09/01/09
 - C. Termination:
 1. Susie Duer, Office Associate II, effective 09/24/09
 - D. Employment:
 1. Ashley Esquivel, Emergency Office Associate II, effective 10/01/09
 2. Wallishia Bailey, Emergency Office Associate III, effective 10/01/09
 3. Sue Wilson, Emergency Office Associate III, effective 10/01/09
 4. Angela Benton, Emergency Office Associate II, effective 10/01/09
 5. Serene Washington, Emergency Office Associate II, effective 10/01/09
 - E. Leave Without Pay:
 1. Beverly Payne, Office Associate II – 9.25 Hours - 09/15-24 9/24/09 - (Sick) and .75 Hours (Annual)

On motion by Ms. Gordy, seconded by Ms. Wood, the Board was polled and approved the following:

- II. Acceptance of Custody:
 1. Foster Care Case #001-046968006

Mr. Obenshain stated the next Regular Meeting will be held November 17, 2009.

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

APPROVED: _____

ATTEST: _____