

The Accomack County Board of Social Services met at its facility on Tuesday, February 21, 2012, at 9:30 A.M. Present were Mr. R. Dodd Obenshain, Chairman; Ms. Reneta Major, Vice-Chairman; Ms. Betty Wood; Ms. Laura Belle Gordy; Ms. Kay W. Lewis; Mr. C. Ray Davis; and Mrs. Mary E. Parker, Secretary.

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

Mr. Obenshain proceeded to **Item 3 – Approve Minutes of January 17, 2012.** On motion by Ms. Lewis, seconded by Ms. Gordy, the Minutes of January 17, 2012 were approved as written.

Mr. Obenshain continued to **Item 4 – Fraud Update.** Mrs. Parker stated it was not noted in the local newspapers; however, Fraud Investigator Jack Thomas had a case at Grand Jury and it was certified for Circuit Court.

Mr. Obenshain proceeded to **Item 5 – Director’s Update.** **Community Relations:** On January 18, 2012 Mrs. Parker met with the Atlantic Ruritan. It was a small group; however, they talked about their Club and what it had done throughout 75 years of its existence and the fact they brought electricity to the farm areas in upper Accomack County. When it started it was more of a political group than it is now. Mrs. Parker discussed programs and services we provide to residents and answered questions.

On February 7, 2012 Mrs. Parker attended a Workforce Investment Search Committee meeting at the Eastern Shore Community College relative to a Case Manager position. On February 10th and February 12, 2012 Mrs. Parker served on the interview panel for the WIA Case Manager position. Mrs. Parker stated she enjoyed being a part of the interview process.

Regular Meetings: On January 20, 2012 Mrs. Parker attended a Prisoner Re-entry Steering Committee meeting. She further stated they have included a former prisoner who is here on probation. He brought up some other issues.

On January 26, 2012 Mrs. Parker attended an Eastern Shore Disaster Preparedness Coalition meeting.

On February 1, 2012 Mrs. Parker presented our FY 2013 County Budget to Finance Director Mike Mason and County Administrator Steve Miner.

On February 2, 2012 Mrs. Parker attended the regular CPMT meeting.

On February 7, 2012 Mrs. Parker attended the Prisoner Re-Entry quarterly meeting. She further stated they are trying to put the mentoring piece together.

On February 16, 2012 Social Work Supervisor Wayman Trent, Social Worker II Bessie Floyd, Social Worker III Kathleen Kenyon and Mrs. Parker met with Ms. Susan Schering, Riverside Shore Memorial Hospital Senior Perspectives representative, regarding an adult day care program. They wanted to hear from us about what we have heard from other groups and if they were deterred from going forward with the project. Ms. Schering discussed what Riverside Shore Memorial could do to help individuals. She also discussed Senior Perspectives and how there has to be a senior with at least one issue; i.e., depression or some type of mental condition.

Mr. Obenshain proceeded to **Item 6 – Christmas Projects**. Mrs. Parker stated the Toy Drive Campaign is coordinated by Office Associate III Dawn Parks. She is quite good at fundraising. Last November we had the auction which we had not done in a number of years. Mrs. Parks also sends out letters to businesses and community groups, etc. asking for donations and this helps in a big way. For the past four or five years an Accomack County couple has given us \$5,000. We have other groups such as the Bank of Cheer who provide funds as well. We would not be able to sustain the Toy Closet without Dawn's gift for fundraising.

Ms. Gordy asked what expenses ACDSS had with the Angel Trees. Mrs. Parker stated if someone does not pick a child's name from the tree, we purchase the gifts. Also, there have been times when gift items have been used or are unfit to give to the children so we would have to purchase items. The Toy Closet ran two days in December. We served 375 families and 988 children. The first day is strictly for people who receive benefits from the Agency. We get verification of their identity to prove they receive benefits through our system. The second day it is open to everyone in the community but you have to prove your identity. We screen them because we do not want grandparents shopping for grandchildren if the children are not in their homes. We have volunteers to help families shop. They let a certain number in at a time. The items are set up in age appropriate areas so clients are shown what section pertains to his/her child.

Mrs. Parker stated the Agency greatly appreciates what the community does to help us. If we did not have the outreach it would be harder for us to help the community.

The Angel Tree is coordinated by Social Worker II Selina Coulbourne and Social Worker III Nadine Greenley. That is done through Peebles Department Store in Onley. We also have an Angel Tree to assist the elderly and disabled people in our community. Some groups take an angel from the tree and others ask for names. For residents of Tangier we would just give them the information so they would not have to come here to get an angel. If you request information, we will give it to you. If you want to take a name from the Angel Tree that would be fine as well. Mrs. Coulbourne and Mrs. Greenley are Child Care workers. They were not only doing the Christmas projects but they were dealing with the Virginia Case Management (VaCMS) problems and issues. They did an excellent job and we really appreciate everything they do.

Social Worker III Gail Walker is our Adopt-a-Family elf. It can be an individual or an organization. They had a story in The Eastern Shore News in their Christmas insert about a group of couples who decided they would not give each other and would adopt families. We gave them the names and information and they purchased the items for the families. It could be a church group or just a group of friends who want to help give families a good Christmas. Adopt-a-Family is not just at Christmas. Whenever someone comes in our Agency or calls on the phone to help someone, we accept whatever they offer and appreciate it deeply. The individuals can either deliver the items to the families or bring them to us for delivery. Mrs. Parker stated if it goes to Social Services there would be a tax exemption.

Mr. Obenshain asked Ms. Parker to thank the workers who had coordinated the above campaigns. He further stated there should be some type of recognition for all of them.

Ms. Major stated Mrs. Parker should be commended for allowing her staff to take part in community outreach programs. She further stated it is not only important to staff but to the citizens of our community. Mrs. Parker stated it makes staff feel good about their accomplishments for the needy in our community. Ms. Wood stated it is a morale booster.

Mr. Obenshain continued to **Item 7 – Benefit Program Specialist Appreciation Month**. Mrs. Parker stated she had asked Benefit Program staff to decide what they wanted to do to celebrate; i.e., have a pizza party at the Agency or go to a restaurant for lunch. They are supposed to report back to Mrs. Parker by February 24, 2012. March is Social Worker Appreciation Month and April is Office Services Support Employee Appreciation Month so the same thing will be done for those groups.

Mr. Obenshain proceeded to **Item 8 – Bitsy Candelario**. Mrs. Parker stated Ms. Candelario was only 48 years old at the time of her death. She was the Eastern Regional TANF consultant. She enjoyed her job and if you screwed up, she told you in a way that did not break your heart. It was a shock for our Region because she did her job and did it well. She will be greatly missed. It has been devastating for the Eastern Regional Office staff. A lot of DSS Directors – past and present – as well as State staff attended the service.

Mr. Obenshain continued to **Item 9 – Common Help Workflow and Local Department Implementation Considerations**. Mrs. Parker stated at the time the agenda was developed we were under the impression that CommonHelp (i.e., the customer portal) would go live at the end of March. She distributed a memo from VDSS Commissioner Martin Brown notifying agencies that the state's implementation approach is being modified. The primary change will be to initiate the launch to a select group of local departments on March 12, 2012. These departments will validate the model and finalize training on the system, assuring that the product works for local departments of social services and the families it will serve.

Mr. Obenshain proceeded to **Item 10 – Financial Statement – Administrative Office Manager Shirley Harmon**. Mrs. Harmon stated for the month of January our Total Expenditures were \$290,282.52. Our Total Local Adjustment was \$332,137.54 and our Total Balance to Date is \$327,455.46.

Mr. Davis inquired about the Fee Block Grant funding. Mrs. Harmon stated the Fee Block Grant is one of our daycare programs. January will be the last month the Agency will be issuing checks. Mrs. Parker stated we had to give the money back; however, if any is needed for the month of January, we can request the additional funds from the State.

Mrs. Parker stated she had received an email that morning relative to the Senate Finance Committee adopting a provision for employee compensation for a 2% salary increase for State employees and state supported local employees as did the House. The Senate wanted it effective with the first year of biennium and the House with the second year. They will have to address this when it goes to the Conference Committee. Mrs. Parker stated she did not know if many people knew

they were going to do this; however, she did not until she read it. The rationale noted in the Richmond Times Dispatch news story was that they recognized Virginia's public employees are 48th in the Nation in salary; i.e., what they are paid across the board compared with other states. They further recognized it had been seven years since employees had received a raise.

On motion by Ms. Major, seconded by Ms. Lewis, the Board went into Closed Session for the purpose of discussing Personnel (Leave Without Pay, FMLA, Employment and Separation), as permitted by Code of Virginia Section 2.2-3712.

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

On motion by Ms. Lewis, seconded by Ms. Major, the Board was polled and approved (Ms. Wood – yes; Ms. Major – yes; Ms. Gordy – yes; Ms. Lewis – yes; Mr. Davis – yes) the following items:

- I. Personnel:
 1. Leave Without Pay:
 - a. Bonnie Munn – Office Associate III – 01/12/12 – 02/06/12 – 121.25 Hrs.
 2. FMLA:
 - a. Beverly Payne – Office Associate II – 01/12-20/12 - 56 Hrs.
 3. Employment:
 - a. Kimberly Donnelly – Emergency Office Associate II - Eff. 12/19/11
 - b. Kathleen Schwendeman – Emergency Office Associate II – Eff. 01/03/12
 4. Separation:
 - a. Kathleen Schwendeman – Emergency Office Associate II – Eff. 01/12/12

Mr. Obenshain stated the next regular meeting would be held on Tuesday, March 20, 2012, at 9:30 A.M. On motion by Gordy, seconded by Ms. Wood, the meeting adjourned at 10:05 A.M.

APPROVED: **R. Dodd Obenshain**

ATTEST: **Mary E. Parker**