

The Accomack County Board of Social Services met at its facility on Tuesday, January 15, 2013, at 9:30 A.M. Present were Mr. R. Dodd Obenshain, Chairman; Ms. Reneta Major, Vice-Chairman; Ms. Betty Wood; Ms. Laura B. Gordy; Mr. John Sparkman; and Mrs. Mary E. Parker, Secretary.

Mr. Obenshain called the meeting to order. Mr. Sparkman gave the Invocation.

Mr. Obenshain proceeded to **Item 3 – Approve December 12, 2012 Minutes.** On motion by Ms. Reneta Major, seconded by Ms. Wood; the Minutes of December 12, 2012 were approved as written.

Mr. Obenshain continued to **Item 4 – Fraud Update.** Mrs. Parker stated our Fraud Investigator Jack Thomas was plugging along with his investigations. Mr. Thomas' fraud report indicated he had submitted \$63,936.61 in claims for tax intercept. Mrs. Parker stated there were going to be a lot of unhappy clients when they received their income tax refunds.

Mr. Obenshain proceeded to **Item 5 – Director's Update. Community Relations:** Mrs. Parker stated she did not have any meetings during the month.

Regular Meetings: On January 3, 2013 Mrs. Parker attended the regular CPMT meeting.

On January 10, 2013 Mrs. Parker attended the Community Partners of the Eastern Shore meeting. They discussed the cross systems mapping training and also discussed housing funds at the Planning District Commission and how they help folks with paying their rent or assisting them in having funding to pay their rent.

On January 14, 2013 Mrs. Parker participated in a Cross Systems Mapping conference call with Virginia Dept. of Behavioral Health facilitators who will do the training scheduled for February 14, 2013 and the morning of February 15, 2013.

After the above meeting Mrs. Parker attended a Foodbank Building Committee meeting. She stated they will probably not meet again for a couple of months as a feasibility study will be completed to determine whether they will redo the present facility or rebuild.

Regional/State Meetings: On January 8, 2013 Mrs. Parker and the Management Team participated in Performance Planning and Evaluation Training in Virginia Beach. The new planning and evaluation tool is to be used effective July 1, 2013 and must be completed before advertising position vacancies online.

Mr. Obenshain continued to **Item 6 – Report on Christmas 2013 Activities. Office Associate III Dawn Parks; Social Worker II Selina Coulbourne; and Social Worker III Gail Walker.** Social Worker III Gail Walker reported she is responsible for the Adopt-a-Family portion of the Christmas projects. Unfortunately, this year we did not have as many groups and organizations calling to assist us. Ms. Walker stated we only had nine groups who adopted families. We helped sixteen families of which ACDSS helped seven. The Bannon Foundation is very good to the Eastern Shore and especially to our agency. We receive an annual gift of \$2,000, of which Ms. Walker takes \$1,000 for Adopt-a-Family and gives the other \$1,000 for the Toy Closet project. We had the Angel Tree from Downings United Methodist Church. They have been helping us since we were in the old building. They used to do 50 children per year and this year they did 30. They bring nice gifts for children. Drummondtown United Methodist Church also does Christmas boxes and it is unbelievable what they can get into a shoe box; i.e., clothing,

toys, etc. Ms. Walker stated the boxes are really nice. We usually supplement those with other gifts. There were only two adults who were adopted – two ladies from the nursing home. Painter Garrison Ladies Group wanted to do the adults. They took nightgowns and other items which the ladies could use at the nursing home. Ms. Walker stated the Agency is responsible for our seven foster children so she used the \$1,000 from The Bannon Foundation and purchased extra items for them. We also had a couple of prevention kids and we purchased a few items for them as well. Ms. Walker further stated Baxter Enterprises of Salisbury, MD, which is the owner of McDonalds, adopted five children. We served 148 children and adults and we only spent \$729.73.

Ms. Walker stated Christmas is a fun time and the workers enjoy participating in the projects. Most of the recipients are really nice and appreciate the items. Ms. Gordy stated she was impressed with the information supplied with the Board packet.

Mr. Obenshain stated it was amazing to see all of the work done by staff and Christmas is truly alive and well at ACDSS. He further stated when he arrived in our parking lot on December 12, 2012, for our Board meeting he saw the long lines and immediately thought something was wrong. However, when he got inside, he discovered it was our annual Toy Closet. Some of the Board Members went inside the Toy Closet and saw the display of toys.

Office Associate III Dawn Parks stated the first thing she wanted to say was to say thank you to the Board Members for visiting the Toy Closet and experiencing what happens on that particular day. The total income received for the 2012 Toy Drive Campaign was \$11,705, of which \$11,595 was monetary donations from the community and area businesses and \$110 from cookbook fundraiser sales. Mrs. Parks stated numerous groups and individuals made toy donations and numerous businesses made monetary donations. Mrs. Parks stated several agencies just do a box within their office. Most of the toys are donated by employees. Wal-Mart did “stuff the bus”. Last year it was done by the Nandua Middle School cheerleaders; however, this year Wal-Mart decided to do it. When we went to purchase the toys at Wal-Mart, the new management came to us and handed us a \$100 Gift Card which was to be applied towards the purchase of the toys. They also told us to inform them when we do donations online as they would contribute. They further stated the donation would probably be around \$1,000. We have various individuals and donors – ranging from a couple giving \$5,000 to a hair salon giving \$10. She further stated Draper Holdings/WBOC TV sent us \$3,500 again this year. Later they determined they had some extra funds so they sent us an additional \$1,000. She had been contacted by Roses and they would like to place basketball type boxes in front of the store at Four Corners next Christmas. In this manner when people go into the store to shop, they can purchase a toy and place it in the box for us.

Mrs. Parks stated 266 families were served at the 2012 Toy Closet. She further stated 960 children were represented through those families, foster children, and Angel Tree children who did not receive sufficient items.

Social Worker II Selina Coulbourne stated she is with the Child Care Unit and this was her 20th year coordinating the Angel Tree. She further stated Mr. Pierce, the Manager of Peebles has always had an open door policy for us during the Christmas Holidays. He gets the tree out for us and is a big help with the project. He always tells us to put them down for the following year. Basically it is the social workers going into their caseloads and selecting families they feel need assistance. We also receive referrals from the benefit program staff. We talk with the families and get suggestions and sizes of the children. We then do an angel, put the size and code on it. This enables us to determine who is to

receive the gifts. Usually it's some type of clothing and some special toy they have requested. In some cases the gifts we provide are basically their entire Christmas. Sometimes all of us try to see what each of us has and if Ms. Walker has something extra she does not need for her kids, we might be able to use it for one of ours. It enables us to be able to switch things around.

Mrs. Coulbourne stated she gets community support as well. Tangier Combined School has been helping us for the past seven or eight years by taking six or seven children. This year they took an entire family who had lost everything during Hurricane Sandy. Grace United Methodist Church has helped for nearly 20 years and for the past several years they have taken adults too. The Adult Protective Services Unit used to have an Angel Tree; however, they do not need one anymore as there are groups and organizations which take adults as well. Peebles is strictly for children. We had 84 kids on the Angel Tree and got 75 back. A lady who lives in Atlantic and works at NASA, together with some of her family and friends, took eight kids. Broadwater Academy has helped for years. They took 10 less kids this year. Mrs. Coulbourne stated if we do not have enough items in-house we go out and purchase something new for the kids; i.e., a nice outfit or something they want. Broadwater Academy revamped their community service and fundraising so they took less this year but we put more on the Angel Tree and it worked out. We only spent \$170 which was used to buy bags and boxes for the gifts. Mrs. Coulbourne stated she is stressed by the time the project is over due to her workload as well as her own personal shopping; however, when October rolls around the following year she is anxious to get started on the Christmas project. She further stated everyone steps up to the plate at Christmastime. No matter how the economy is people still come out to assist.

Ms. Gordy inquired whether the gifts are delivered or picked up. Mrs. Coulbourne stated with the Angel Tree the workers get the gifts together and to the families. Sometimes families come and pick up the items if they have a means of transportation. On occasion some families send thank you notes and she saves them. Ms. Major inquired whether we get volunteers outside of the Agency to assist with the projects. Mrs. Parks stated a couple of years ago we had some kids from a club at Nandua who were going to assist. We had issues with this as we had some kids showing up who were not supposed to be here and at the last minute we did not have all of the proper documentation. She stated she had tried to contact the Nandua Middle School cheerleaders as well as the club but she received no response. Most of the work done for the projects is done by staff. Ms. Major commended Mrs. Parker for allowing staff to be able to do these projects. She further stated the reports were done well.

Mr. Obenshain thanked everyone for the informative presentations. He further stated the three presenters were heading up all of the projects as well as keeping all of their work up to date. He felt the Board should do something to thank them. On motion by Ms. Major, seconded by Ms. Gordy, Mrs. Parker was requested to prepare Resolutions for the three presenters to show appreciation for their devotion to the Christmas projects. Mr. Obenshain wondered whether an article should be put in the local newspaper and maybe someone next year could offer to assist with the projects. Ms. Gordy mentioned taking a picture when the three receive the Resolutions for publishing in the local newspapers. Mr. Sparkman and Ms. Gordy mentioned other ways of notifying the public.

Mr. Obenshain proceeded to **Item 7 – New Leadership for a New Year.** Mrs. Parker stated DSS Commissioner Martin Brown had left. He will be a Special Advisor to the Governor and will be facilitating families getting back together after prisoners are released from prison. Margaret Schultze, who was a Deputy under Commissioner Brown, has been appointed Acting Commissioner. Ms.

Schultze has been a good friend and has been with DSS for many years. We will wait and see who Governor McDonnell appoints as our new Commissioner.

Mr. Obenshain continued to **Item 8 – Financial Statement – Administrative Office Manager Shirley Harmon**. Ms. Harmon stated for the month of December – the seventh month of our Fiscal Year – our Expenditures totaled \$320,958.10. Our Year-to-Date Total Local Adjustment is \$330,575.50 and our Total Local Balance to Date is \$359,584.50. Mr. Obenshain inquired whether there were any problems and Ms. Harmon stated none at the present time.

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

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

- I. Personnel:
 - A. Resignation:
 1. Leslie Escalante – Office Associate II – Effective January 4, 2013
 - B. Employment:
 1. Leslie Escalante – Emergency Office Associate II – Effective January 7, 2013
 - C. Job Title Change:
 1. Carolyn Robinett from Emergency Human Services Assistant I to Emergency Benefit Programs Specialist II – Effective Jan. 7, 2013

Mr. Obenshain stated he would not be able to attend the meeting scheduled for Tuesday, February 19, 2013. The Board agreed to leave the meeting for the regular scheduled date with Ms. Major to preside as Vice-Chairman.

The meeting adjourned at 10:25 A.M.

APPROVED: **R. Dodd Obenshain**

ATTEST: **Mary E. Parker**