

The Accomack County Department of Social Services met at its facility on Tuesday, December 15, 2015, at 9:30 A.M. Present were Mr. R. Dodd Obenshain, Chairman; Ms. Kay W. Lewis, Vice-Chairman; Ms. 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. Ms. Lewis gave the Invocation.

Mr. Obenshain proceeded to **Item 3 – Approve Minutes of November 17, 2015.** On motion by Ms. Major, seconded by Ms. Lewis, the Minutes of November 17, 2015 were approved as written.

Mr. Obenshain continued to **Item 4 – Fraud Update.** Mr. Obenshain stated Fraud Investigator Jack Thomas had been busy. Ms. Lewis stated the savings for the month of November of \$26,928, comprised of front ends, IPV allotment reductions, etc.) was great.

Mr. Obenshain proceeded to **Item 5 – Director's Update. Regular Meetings.** On 12/2/2015 Mrs. Parker attended a farewell lunch for outgoing CPMT Chair Richard Sterrett and also attended the regular CPMT meeting.

Regional/State Meetings: On 12/3/2015 Mrs. Parker, Office Supervisor Linda C. Rew and Fiscal Assistant II Melanie Floyd attended a CSA training in Portsmouth about a new system that requires new data be put into the system. We will be working on that with everyone that needs to change their way of providing information.

On 12/7/2015 Mrs. Parker attended an Eastern Region Director's meeting and retirement luncheon for Steve Blythe. Mr. Blythe also recognized Northampton County DSS Director Richard Sterrett who will be retiring at the end of this year. Mr. Sterrett also presented his replacement – Mozella Francis – who officially starts the position on December 15, 2015. Mrs. Parker stated Mr. Blythe's farewell showed how much everyone thought of him. Three of the Regional Directors were also present.

Mr. Obenshain continued to **Item 6 – Medicaid Overdues as of 12/4/15.** Mrs. Parker stated we were down to five as of December 4, 2015 and one was a transfer in case from another agency. We have 214 Medicaid reviews due this month. Mrs. Parker further stated Eastern Region Consultant Amy Phillips will be at our Agency next Tuesday, December 22, 2015. It is well within the capability of our staff to get the work done. We can also use the funds left over from the State for paying staff to due overdue applications. One staff member worked the previous weekend to get a jump on it. The cut-off date is December 16, 2015. If the work is not done, the case has to be closed. If not, it will be closed and reopened when clients get the information to us. Mrs. Phillips will stay connected with us for as long as she can. Ms. Major stated it was remarkable to see our workers have come from an initial 4,000 overdue Medicaid overdues to 2,000 and then reduced to a small number. Ms. Lewis stated she had attended a BPRO meeting and our situation was mentioned. She stated everyone knew it was a considerable feat for our workers to undertake something like this.

Mr. Obenshain proceeded to **Item 7 – Fuel/Repair/CRISIS Report – Linda C. Rew – Office Supervisor.** Mrs. Rew stated ACDSS had 1672 approved fuel applications. The Energy Assistance workers had processed 1851; however, 120 were over income; 8 had ineligible living arrangements; 1 had no energy expense; 16 failed to provide income verification; 2 were members of another household; 5 had applications that were received after deadline; 1 was due to

death; 2 already had applications on file; 3 were applicant requests; 3 were reopened; and 18 failed to provide non-financial verifications, leaving 1672.

We had 17 approved CRISIS applications. The workers processed 40; however, 3 failed to provide non-financial verification; 1 was over income; 1 was a client requesting to close the application; 12 were clients requesting assistance that was not offered; 1 was changing type of assistance; and five were reopened, leaving 17.

Mrs. Rew further stated the fuel season went well and we have not had any appeals for numerous years. The Energy Assistance workers try to resolve any issues clients have and if they are unable to do, Mrs. Rew speaks with them and we have been fortunate to be able to resolve any problems.

Mr. Obenshain continued to **Item 8 – Project 2015 – Gail Walker – Family Services Specialist**. Ms. Walker stated the report showed this was the best year ever for helping with back to school. The group of men and women is called Well Wishers of the Eastern Shore. Ms. Walker stated she calls them periodically and states she needs funds for projects, and they go ahead and give it to her. Drummondtown UMC gave supplies and of course, Oceanview UMC gave its standard \$400.00. She stated school supplies were more expensive in 2015 and she was glad to get the help. Ms. Walker further stated she receives money annually from The Bannon Foundation for Toy Closet, Adopt-A-Family and our foster children. She took money for our foster childrens' school supplies out of his donation.

Ms. Gordy stated she was excited when she received her Board packet and saw the Project 2015 sheet. She enjoys looking at the various projects and what is done for the children. Ms. Walker stated another would be coming soon for the Thanksgiving projects. She said 2015 was the best year for donations and we were able to help a lot of families with the donations.

Mrs. Parker stated Mr. Bannon called her years ago and stated he and his wife wanted to do something to help with Christmas and asked what he could do. Mrs. Parker stated anything he gave us could be used to help a family. Ms. Walker stated the Bannon Foundation started out with a \$500 donation and later went to a \$750 donation, and last year we received \$3,000 to be divided between our projects.

Mr. Obenshain thanked Ms. Walker for the excellent report.

Mr. Obenshain proceeded to **Item 9 – Financial Statement – Administrative Office Manager Shirley Harmon**. Ms. Harmon stated for the month of November our Total Expenditures were \$298,614.09. Our Year-To-Date Total Local Adjustment is \$273,368.44 and our Total Local Balance to Date is \$482,478.56. Ms. Harmon stated for the mid-year review of our budget we returned \$35,000 of VIEW purchase money to the State and we asked for an additional \$14,000 for our subsidized adoption budget line.

Mr. Obenshain stated we have a couple of lines that are a little over 50%; i.e., Dedicated Medicaid, the IV-E Foster Care and the Adult Protective Services. He asked Ms. Harmon if they were lines where we could obtain additional funds when the funds were exhausted. Ms. Harmon stated the Dedicated Medicaid FAMIS money was additional money the State gave us for the overdue Medicaid applications. She further stated once that money is gone we can request more if needed. The IV-E Foster Care line is close and she is keeping an eye on it, and if necessary, she can do a BRS request and get it.

Mr. Obenshain then inquired about the Adult Protective Services line. Ms. Harmon stated some months we have expenses in that line and some months we do not. She further stated sometimes we can go through the end of the year and spent what the State gave us.

Mr. Obenshain continued to **Item 10 – Agency Christmas Luncheon – 12 Noon, December 22, 2015.** Ms. Parker stated the luncheon is being catered by The Exmore Diner with turnip greens included. Mrs. Parker invited the Board to come and enjoy the meal. Mrs. Parker stated Eastern Region Consultant Amy Phillips would be present at the luncheon as she will be at ACDSS that day.

Mr. Obenshain stated there was no Closed Session. He further stated the next Board meeting would be held on Tuesday, January 19, 2016, at 9:30 A.M.

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

APPROVED: **R. Dodd Obenshain** _____

ATTEST: **Mary E. Parker** _____