

The Accomack County Board of Social Services met at its facility on Tuesday, January 20, 2015, at 9:30 A.M. Present were Mr. R. Dodd Obenshain, Chairman; Ms. Kay W. Lewis, Vice-Chairman; Ms. Reneta Major; Ms. Nicolette A. Baker; 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 December 16, 2014.** On motion by Ms. Lewis, seconded by Ms. Major, the Minutes of December 16, 2014 were approved as written.

Mr. Obenshain continued to **Item 4 – Fraud Update.** Mr. Obenshain stated Fraud Investigator Jack Thomas had been busy and doing a good job. Mrs. Parker stated we already have \$156.00 in Tax Intercept funds.

Mr. Obenshain proceeded to **Item 5 – Director’s Update. Regular Meetings.** On 12/08/14 Mrs. Parker attended the regular CPMT meeting and on 12/18/14 she attended a Rapid Response Team meeting. and later attended the regular CPMT meeting.

On January 8, 2015 Mrs. Parker attended the Community Partners of the Eastern Shore meeting. This coalition of Eastern Shore agencies, community groups, and interested individuals focuses on prevention. The Rapid Response Team falls under this.

On January 15, 2015 Mrs. Parker attended the Eastern Shore Disaster Preparedness Coalition meeting that included a tabletop Ebola exercise. There have been seven people from the Shore who had been to Africa since the outbreak started; i.e., pastors and those involved in the medical profession. The scenario presented in the exercise was a family of four (father, mother, children, and a dog); the father had recently visited Africa and went to the Health Dept. as he wasn’t feeling well. As the scenario developed the father was in isolation at the hospital; the mother became ill and they were faced with two children and who would take care of them. Mrs. Parker stated we would treat this as we would any other by asking the mother if she had someone who could keep the children. If she did not have a place for the children to go then she could voluntarily entrust the children to our care and we would be required to find a foster home for them, which would be difficult in this type of situation. She will be asking the State what they have to say about this type of situation because up until now the only thing we have received is a Broadcast from HR regarding Ebola.

Mr. Obenshain inquired how the disease could be kept from spreading if both parents had contracted it and both children had been exposed. Mrs. Parker stated the children, as well as the family who would take them would be quarantined. Mrs. Parker stated the kids would be under quarantine for 21 days. An interesting part of the discussion was that our regional Haz Mat has a robot that is able to scan the area, determine if there are contaminated areas and clean those areas. Mrs. Parker stated it was an eye opener for her.

Mr. Obenshain continued to **Item 6 – 2014 Toy Drive Campaign – Office Associate III Dawn Parks.** Mr. Obenshain welcomed Mrs. Parks to the meeting. He stated he went into the Toy Closet prior to the last Board meeting and it looked good. He said everyone who assisted with the project did a great job. She thanked everyone for their assistance whether it was through their businesses, organizations or personally and thanked them for their individual contributions. She further stated they did well this year – a total of \$11,265. Mrs. Parks also stated we received a monetary donation from Draper

Holdings/WBOC in the amount of \$4000 and a generous donation from Denver and Angela Mears. We spent \$9264.80. We found out that shopping at Wal Mart this year was not as it was in the past. We spent more at Roses in the amount of \$3205.91. We will probably do more shopping at Roses next year as we try to stay under \$10.00 per toy. Wal Mart did work with us on some toys that were around \$12.00 as they reduced the price to \$10.00. They gave us two Gift Cards for \$300.00 while we were there which were deducted from our bill. Roses is still giving us the Senior Citizens discount. Normally whatever they give us we go back and spend purchasing more toys. We also had numerous donations; i.e., Dollar General showed up with boxes of toys; Onley Volunteer Fire Company did a dinner at Mallards and used the tips to shop for toys. They also took their ambulance to Wal Mart for a few days during which time people took toys to them.

Mrs. Parks stated we had 349 families who were served at the 2014 Toy Closet and 839 children were represented through those families. Over 600 children were served on the first day of the Toy Closet. She further stated it was unbelievable that we had so many on the first day as normally we have half or three-quarters of that amount. They shut down at 11:30 A.M. on the second day as they had run out of toys.

Ms. Lewis inquired whether we took used toys. Mrs. Parks stated they try to stay away from used toys as they do not know what they will get and they do not have the time to clean them up. This year they tried to stay away from stuffed animals too because of bed bug problems. She stated they would not have enough used toys to be fair to everyone.

Ms. Major inquired whether the Toy Drive, Angel Tree and other programs with Christmas are encompassed with the Toy Drive. Mrs. Parks stated they are different; however, if the kids on the Angel Tree do not receive sufficient items workers are given the opportunity to go to the Toy Closet and pick up a couple of items for the children. Ms. Major then inquired if we had Adopt-A Family and Mrs. Parks stated that is done by Family Services Specialist III Gail Walker. Ms. Major then inquired whether Mrs. Parks also did the Angel Tree and Mrs. Parks stated that project is done by Family Services Specialist II Selina Coulbourne.

Mr. Obenshain stated it was a fantastic job and on behalf of the Board thanked Mrs. Parks for her presentation.

Mr. Obenshain proceeded to **Item 7 – Financial Statement – Administrative Office Manager Shirley Harmon**. Mrs. Harmon stated for the month of December – the seventh month of our Fiscal Year – our Total Expenditures were \$356,110.12. Our Year to Date Total Local Adjustment was \$334,145.89 and our Total Local Balance to Date is \$389,965.11.

Ms. Lewis stated not much had been spent out of the Adult Protective Services line and she inquired what it does. Ms. Harmon stated this line is for the APS unit and the expenditures have been very little from that line. Adult Services Supervisor Wayman Trent has used it for a few companion services. She believed he used the Adult Services line first, and if someone is open for Adult Protective Services, Mr. Trent will move them to that line. Mrs. Parker stated we try to maintain people in their homes and sometimes situations arise when they cannot stay there. We also spend a little bit of money at the end of the year when Beaver Dam Baptist Church from Franklin comes to the Shore to build ramps and perform other services for the elderly. They do the work and we provide the materials. We have also talked about increasing the rate we pay companions. We are currently paying the minimum wage but it depends on the client population and needs.

At that point Mrs. Parker stated she was sure the Board Members were aware of the tragic loss of family members in the Ayres family. Mrs. Parker stated she wanted Office Supervisor Linda C. Rew to chime in and give a report of what ACDSS did to assist. She further stated Leon Ayres works for Accomack County Public Works and is always readily available to assist us when we have an issues or problems at the office and that he is highly regarded by staff.

Mrs. Rew stated after we heard about the fatality and loss of Mr. Ayres' family members she sent an email to staff about making donations towards a fund for the Ayres family. She further stated she purchased a card and everyone who came to her with a donation made a brief statement on the card and signed same. Mrs. Rew stated she was overwhelmed with the love and support by our Agency for Mr. Ayres, his wife and daughter. During the time she was collecting the donations, Accomack County Public Works opened a Memorial Account at PNC Bank for the family. Mrs. Rew stated we had approximately 98% participation by staff and raised \$515.00, which she took to PNC Bank in Onley and deposited on behalf of our staff. She also stated she mailed the card with the numerous signatures to Mr. Ayres and his wife.

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

On motion by Ms. Major, seconded by Mr. Sparkman, the Board returned to Open Session. On motion by Ms. Major, seconded by Mr. Sparkman, the Board confirmed the matters discussed in Closed Session (Ms. Baker – yes; Ms. Major – yes; Ms. Lewis – yes; Mr. Sparkman – yes) and approved the following:

- I. Personnel:
 - A. Retirement:
 1. Elsie Mackie – Benefit Programs Specialist III – Eff. 12/31/14
 2. Theresa Franklin – Benefit Programs Specialist II – Eff. 12/31/14
 - B. Promotions:
 1. Tammy Bennett – Benefit Programs Specialist II to Benefit Programs Specialist III – Eff. 01/01/15
 2. Bonnie Crockett – Benefit Programs Specialist II to Benefit Programs Specialist III – Eff. 01/01/15
 - C. Employment:
 1. Marybeth Vaughn – Emergency Benefit Programs Specialist II – Effective 01/12/15
 - D. Leave Without Pay:
 1. Theresa Franklin – Benefit Programs Specialist II – 8-1/2 Hrs. – 12/31/14
 - E. Position Change:
 1. Kathleen Kenyon – Emergency Benefit Programs Specialist II to Human Service Assistant II – Eff. 12/19/14

Mr. Obenshain stated our next regular meeting would be held on February 17, 2015 at 9:30 A.M.

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

APPROVED: **R. Dodd Obenshain**

ATTEST: **Mary E. Parker**