

The Accomack County Board of Social Services met at its facility on Tuesday, December 19, 2017, at 9:30 A.M. Present were Ms. Reneta Major, Chairman; Ms. Laura B. Gordy, Vice-Chairman; Mr. Robert D. Crockett; Mrs. Elsie B. Mackie; Mrs. Nicolette Hickman; Mr. John Sparkman; and Mrs. Vicki J. Weakley, Secretary.

Ms. Major called the meeting to order and Ms. Gordy gave the Invocation.

Ms. Major proceeded to **Item 3 – Approve Minutes of November 21, 2017**. On motion by Mr. Crockett, seconded by Mrs. Hickman, the above Minutes were approved as written. Ms. Gordy abstained as she was not present at the November 21, 2017 meeting.

Ms. Major continued to **Item 4 – Introduction of New Employee: Information Systems Support Specialist II – Troy Greenley; and Promotion from Benefit Program Specialist III to Benefit Program Supervisor – Michelle Hart and new Fraud Investigator – Frances Bailey**. Office Supervisor Linda C. Rew was requested to contact the above workers for introduction to the Board.

Ms. Major stated while Mrs. Rew was doing the above, she would continue to **Item 5 – Fraud Report**. Ms. Gordy inquired whether Emergency Fraud Investigator Alfonso Montalvo was getting many referrals. Mrs. Weakley informed the Board our new Fraud Investigator Frances Bailey commenced her employment with ACDSS on December 16, 2017.

At this time Mrs. Rew entered the room with the above listed employees. On behalf of the Board Ms. Major welcomed them to ACDSS. Ms. Major then stated Mrs. Michelle Hart had been with the agency for quite some time and had now received the promotion to Supervisor. She then stated she hoped Mr. Greenley and Ms. Bailey had an enjoyable stay with our agency.

Ms. Major continued to **Item 6 – Director's Update**. Mrs. Weakley stated she attended the following meetings: APHSA Webinar (proposed policy changes); the Eastern Regional Directors' meeting; two Truancy meetings and a regular CPMT meeting.

Mrs. Weakley further stated she wanted the Board to know she has been working with Northampton County DSS Director, Mozella Frances, and Amy Ford with the Accomack County Finance Department to try and create the CSA Coordinator position. She further stated former ACDSS Director Mary E. Parker had spoken with the Board about the position before she retired. Mrs. Weakley stated the Board was probably aware we were the only locality in the State of VA that has never had a CSA Coordinator. They were previously informed the results of our last CSA audit were not good. Currently Mrs. Frances and Mrs. Weakley have been trying to keep the program in compliance. It is apparent that monitoring the program and keeping up with the policy changes and requirements is a fulltime job. The consequences of not passing the next audit scheduled for 2018 could put our locality in jeopardy of losing significant Federal and State CSA funding.

It was recommended by the reviewer in our last review that we pay back a portion of the CSA funds due to our poor audit results. That did not happen; however, effective January 1, 2018 we have been informed that policies will be changing and there will be financial consequences if we do not pass the 2018 review. Depending on the level of non-compliance finding, consequences range from withholding funding until we comply with CSA's satisfaction, to requiring us to pay back the same percentage of funding that they find in errors; i.e., if they find we have 30% errors, they could fine us 30% of funding. They could also withdraw funding completely until we are in compliance. This could

result in excess of \$100,000 per the analysis of the last two fiscal years for Accomack and Northampton Counties.

Neither Mrs. Frances, nor she, has the capacity to review the cases for compliance or provide the required annual training for CPMT or FAPT teams. She further stated she is concerned about the likelihood of negative findings at our next audit. If the State withholds CSA funding it defaults to the locality to pay for these mandated services for the Counties' children. She is of the belief it would be in the best interest of both Counties to hire a CSA Coordinator. She was hoping the employee would be supervised by the Finance Department; however, they are disinclined to take on this responsibility. She would prefer not to supervise the person, but will agree to, if that is the only way we can get a CSA Coordinator.

Mr. Sparkman inquired about the definition of CSA. Mrs. Weakley stated it is Children's Services Act, which provides funding for children who need special services; i.e., residential services, in-home counseling, etc. This would either keep the children in the community or help them with their problems so they can be returned to their community.

Mrs. Weakley then stated Mrs. Frances is talking with Northampton County to see what they would be willing to contribute. We do have some funding in CSA to use – approximately \$8,000 for each County. Mrs. Ford is looking into the exact amount, but it is not enough to cover the position.

Ms. Major believes the position is warranted; however, she inquired whether Mrs. Weakley had worked out the finances with Mrs. Ford in the Finance Department. Mrs. Weakley stated they are trying to gather all the appropriate information. She has pulled some job descriptions from other localities to see what they are paying their CSA Coordinators. Mrs. Ford is looking at how much we can pull out of our CSA funding.

At that time Mr. Crockett stated his suggestion would be to make a presentation before the governing body saying "we can bring this amount of dollars to the table, but can you help us with the rest?" Mrs. Weakley stated Mrs. Ford, Mrs. Frances and herself were trying to do just that. Ms. Major stated she did not think it would be fair for Accomack County to put up most of the funding. Mr. Crockett stated this would be regional. Ms. Major further stated she did not know where Northampton County is for funding, or if they could do 50-50%. Mr. Crockett stated both Boards of Supervisors need to be involved. Mrs. Weakley stated Mrs. Frances is working on it with Northampton County.

Mr. Sparkman inquired what type of money was needed. Mrs. Weakley stated most localities pay around \$40,000, but that does not include benefits. Mr. Crockett stated with benefits it would probably run around \$65,000. He further stated if she is able to get a four-way partnership for payment, it definitely would be doable. Ms. Major stated the person needs to be supervised by one or both of the DSS Directors.

They could store Northampton's records at NCDSS and Accomack's records at ACDSS.

Mrs. Weakley stated we do not have a CPMT meeting until January 2018; however, she did not know if some of those partners would be willing to throw in some funding – the school systems, ESCSB, etc. At the next Thursday meeting she plans to discuss this with them.

Ms. Major proceeded to **Item 7 – Local Policy Request Form**. Mrs. Weakley stated the Board had previously discussed ACDSS deviating on the Holiday schedule and inclement weather policy. She did not realize at that time she had to get the Board to sign off on it. Mrs. Weakley stated she had a copy of the County policy attached and all she needed was the signature of Chairman Major.

Ms. Major continued to **Item 8 – Toy Closet**. Mrs. Weakley stated she wanted the Board to know we had our Toy Closet on December 13-14, 2017. She handed out a copy of the 2017 Toy Drive Campaign. We served 253 families for a total of 753 children. It went really well. We had benefits and services help with the Toy Closet. It went smoothly and clients got in and out very quickly. Ms. Major inquired whether we had volunteers. Mrs. Weakley stated we had one volunteer and the rest was an agency effort. The benefit workers enjoyed it, as it is quite different from the duties they perform and it gives them the chance to see how their clients enjoy the opportunity to get toys for their children.

Ms. Major proceeded to **Item 9 – Financial Statement – Administrative Office Manager Shirley Harmon**. For the month of November our Total Expenditures were \$295,309.56. Our Year-To-Date Total Local Adjustment was \$257,680.45 and our Total Local Balance is \$521,818.55. We also received a Broadcast from the State requesting us to do a mid-year review. After discussing it with Mrs. Weakley they noticed in our IV-E Subsidized Adoption Assistance Program we were running low on funds so we asked for an additional \$35,000 for that line. For the VIEW purchases budget line we gave back to the State \$41,203.

Mr. Crockett stated we are through 50% of the year and we have only spent 41% of the budget which is good. He further stated it is hard to remember our budget starts in June.

On motion by Ms. Gordy, seconded by Mr. Crockett, the Board went into Closed Session for the purpose of discussing Director's Evaluation and Director Consult, as permitted by the Code of Virginia, Section 2.2-3712.

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

Mr. Crockett stated the Director's Consult would be handled by Chairman Reneta Major.

Mr. Crockett stated the meeting was adjourned at 11:00 A.M.

APPROVED: C. Reneta Major

ATTEST: Vicki J. Weakley

