

The Accomack County Board of Social Services met at its facility on Tuesday, August 18, 2020, at 9:30 A.M. Ms. Major called the meeting to order. Present were Mr. Robert Crockett, Mr. Donald L. Hart, Jr., and Mrs. Elsie Mackie. She then stated Mr. William D. Henning, II and Mr. Robert B. Martin were attending virtually.

Ms. Major thanked Mrs. Mackie for presiding over the July 21, 2020 meeting in her absence. Mr. Hart gave the Invocation.

Ms. Major welcomed the Board Members and also Mr. Martin and Mr. Henning.

At that time Mr. Crockett spoke to Mr. Martin extending his sympathy about his mother's passing. Mr. Martin thanked everyone and stated it had been a difficult time but they were doing okay. Ms. Major then stated to Mr. Martin he was also sent sympathy from the entire Board.

Ms. Major proceeded to **Item 3 – Approve Minutes of July 21, 2020**. On motion by Mr. Hart, seconded by Mr. Crockett, the Minutes of July 21, 2020 were approved as written.

Ms. Major continued to **Item 4 – Fraud Report**. Mrs. Weakley informed the Board Members she had been contacted the previous day and informed that we were not doing well with the PARIS matches. They are “dropped” on us every three months; i.e., about 300 in a batch. These are reports from the State showing there is a possibility of clients receiving benefits from several states at the same time. Some are referred to fraud and some are not. When Fraud Investigator Frances Bailey came to ACDSS, Mrs. Bailey discovered Accomack had not been keeping up with the batches. She has been working on bringing them up to date. With the pandemic, PARIS matches were on a back burner and we have received three additional batches of 300 since that time. Mrs. Weakley was informed the previous day we are 70%-100% behind and if it was not fixed, it would become part of the determination of our fraud funding for the upcoming year.

Mrs. Weakley stated we have a plan in place. The PARIS matches are from 2017-2019. We have one worker who has not been able to get fully trained so she is going to assist with the PARIS matches. Mrs. Weakley stated before COVID we had tried to identify a worker who would be part-time backup for Mrs. Bailey in case she was out sick or needed additional help. We had identified that person; however, she had not completed the process when COVID struck. She is going to be put in place as the Fraud backup. The process for PARIS matches is the benefit worker must contact the other agencies identified in the PARIS matches to verify whether that person is receiving benefits there, as well as in Accomack County. It is then turned over to Mrs. Bailey and she enters the information into the system.

At that time Mrs. Mackie stated she had a question. Mrs. Bailey had written in her fraud report it seemed she was the only contact in Virginia for PARIS matches and was getting calls from other states about it. Mrs. Weakley stated it should be by locality where the match is identified, that is being contacted. Mrs. Mackie stated that would take a lot of Mrs. Bailey's time, if she is constantly answering the phone. Mrs. Weakley then stated she thought Mrs. Bailey had gotten a reputation for being the go to person for things such as tax intercept, and other agencies were calling her because they knew she had the answers. Mrs. Mackie then asked why other states contacted her. Mrs. Weakley stated she did not know; however, she would check into that and report back.

Ms. Major proceeded to **Item 5 – Director's Report**. Mrs. Weakley stated we plan to reopen by appointment only on September 8, 2020. We will have one-half of

our staff in the building at any one time. Workers over 70 and a group of people with compromised immune systems will continue to work from home.

Mrs. Weakley stated she had a meeting with Union Bank where we secured a safety deposit box as part of our contingency plan; participated in a Racism, Empathy and Love in the Workplace Webinar; four weekly supervision meetings with a worker. She stated she is very proud of the worker because she has now completed her Bachelor's Degree. Building Bridges over Poverty meeting; one Accomack County DSS Supervisors' meeting; a CPMT (Community Policy Management Team) meeting; a EOC (Emergency Operations Center) Red Cross sheltering meeting. Sheltering has been difficult because to plan because no one knows how to do sheltering during the middle of COVID and in addition, the Red Cross informed us there needed to be 60 to 100 ft. per person, rather than the usual 25 feet. This limits the number of people who could be in a shelter. At that time Mr. Hart stated he is the Eastern Shore Director of the EOC. He stated we would have to open every school in the County for shelters if that is the case. Mrs. Weakley stated we have more meetings scheduled. There is also a mock drill scheduled for the end of this month. We will work on this and hope we do not have a hurricane. Mr. Hart asked everyone present to pray we do not have a hurricane.

Mrs. Weakley stated she had virtually attended a State Professional Development training as well as a full staff meeting/training and had attached that Agenda so The Board could see the topics that were discussed, including Diversity, Equity and Inclusion, sheltering and COVID, regarding the new temporary regulations order.

Mrs. Weakley further stated we now have a new Facebook page and we can put announcements on this page. We have had a couple of instances where rumors have been placed on Facebook. On occasion some of our workers have intervened and said that is not accurate information. We can now post on our Facebook page to get accurate information out. Mr. Crockett stated he was doubtful people would pay attention to that.

Ms. Major continued to **Item 6 – Diversity, Equity & Inclusion Policies and Practices.** Mrs. Weakley stated we have never had a policy regarding this. In light of Mr. Floyd's death she thought it best to put this in place. We talked during the training session and had everyone look at it and gave everyone the opportunity to discuss if anything should be reworded or changed. On motion by Mr. Crockett, seconded by Mr. Hart, the policy was adopted. All Board Members present and virtually were in agreement to this motion.

Ms. Major proceeded to **Item 7 – Full Staff/Retreat/Training.** Mrs. Weakley stated we had discussed this in her Director's notes; however, she wanted the Board Members to have a copy of the Agenda so they could see what was discussed. The worker she assisted with four supervision meetings was the one assisted in gathering information for the meeting/retreat and as part of her final project did a segment on self-care and secondary trauma.

Ms. Major continued to **Item 8 – IV-E Report.** Mrs. Weakley stated this comes up periodically in reference to the IV-E review. Virginia had not passed for a number of years until this past year. As you can see from the report Accomack County DSS's error report was 0%.

Ms. Major proceeded to **Item 9 – Thank You from Regional Director.** Mrs. Weakley shared the Regional Director's email stating there were 10 localities that received 100% on both SNAP and TANF and Accomack County was one of those. She further stated even though most of the Benefits staff is working from home, we are doing an excellent job meeting and surpassing the State goals.

Ms. Major continued to **Item 10 – SNAP Certification Interview Tracking**. Mrs. Weakley stated despite being told the waiver for SNAP application interviews had expired, the State was granted permission to extend that waiver and Item 10 is the current report. Applications are now dropping and the State extended the Extra money for unemployment, so for now we are steady, but this could change.

Ms. Major proceeded to **Item 11 – August Emergency SNAP Allotment**. Mrs. Weakley stated they had said they were not going to do any more emergency SNAP allotments after July, but they did it for August. We got several hundred phone calls asking “where is my extra SNAP?” We have not been notified of what they plan to do for September.

Ms. Major continued to **Item 12 – Virtual Local Board Training – September 24, 2020 10 AM – 12 Noon**. Mrs. Weakley stated the Regional Office would like to know who plans to attend so training materials can be distributed before the meeting. Mrs. Weakley stated we could do it from the Agency Training Room with the large Television or we could do it virtually from each Board Member’s home. Ms. Major then asked which they preferred. Mr. Crockett – present at ACDSS; Mr. Hart – present at ACDSS; Mrs. Mackie – present at ACDSS; Ms. Major – since she would be at NCDSS she would listen there; Mr. Martin – present at ACDSS; Mr. Henning was asked; however, he had been disconnected from the phone call. He was reconnected and it was determined he had not heard any of the meeting. At that time Ms. Major gave him a brief summary of each item on the Agenda. Mr. Henning stated he would be present at ACDSS for the training, as well.

Ms. Major proceeded to **Item 13 – Financial Statement – Administrative Office Manager Shirley Harmon**. Ms. Harmon stated for the month of July our Total Expenditures were \$312,411.07; our Year-To-Date Total Local Adjustment was \$73,354.36 and our Total Balance to Date was \$742,944.64. Mr. Crockett stated he had mentioned to Ms. Harmon on budget we could be 25% expenditures and she is half of that. He then asked were there any issues and Ms. Harmon responded there were none.

On motion by Mrs. Mackie, seconded by Mr. Martin, the Board went into Closed Session for the purpose of discussing CPS Update; Resignation (Effective 8/7/2020); FMLA (Effective 7/24/2020); and FMLA (Effective 8/4/2020) and Director’s Consult, as permitted by the Code of Virginia Section 2.2.3712.

On motion by Mr. Hart, seconded by Mr. Crockett, the Board returned from Closed Session and confirmed the only items discussed were the ones listed on the Board Members’ Agenda. Ms. Major called a vote (Mr. Hart – yes; Mr. Crockett – yes; Mrs. Mackie – yes; Mr. Henning – yes; Mr. Martin – yes; and Ms. Major – yes).

On motion by Mr. Crockett, seconded by Mrs. Mackie, the Board accepted the CPS custody case by saying Aye. The motion carried.

On motion by Mr. Hart, seconded by Mr. Crockett, the Board accepted the Resignation (Effective 8/7/2020) by saying Aye. The motion carried.

Ms. Major stated the next Board Meeting was scheduled for Tuesday, September 15, 2020 at 9:30 A.M.

On motion by Mr. Crockett, seconded by Mrs. Mackie, the meeting adjourned at 10:17 A.M.

APPROVED: C. Reneta Major

ATTEST: Vicki J. Weakley