

The Accomack County Board of Social Services met at its facility on Tuesday, August 16, 2022, at 9:30 A.M. Present in person were Ms. Reneta Major, Chairman; Mrs. Elsie Mackie, Vice-Chairman; Mr. David Whalen; Mr. Jackie H. Phillips; Mr. Robert Martin; and Mrs. Vicki J. Weakley, Secretary.

Ms. Major called the meeting to order and welcomed the Board Members. Mr. Phillips gave the Invocation.

Ms. Major continued to **Item 3 - Approve Minutes of July 19, 2022**. Mr. Whalen made a motion, seconded by Mr. Phillips, to approve the Minutes as written. Hearing no discussion, Ms. Major called a vote for all in favor to signify by Aye. The motion carried.

Ms. Major proceeded to **Item 4 – Introduction of new employee, Rakaya Jubilee, Family Services Specialist I**. Mrs. Weakley introduced Ms. Jubilee. Ms. Jubilee has just completed her college degree and has joined us in the Child Welfare Unit. Ms. Major welcomed Ms. Jubilee to the agency. The Board in unison expressed the same.

Ms. Major continued to **Item 5 – Fraud Report**. Mrs. Mackie stated that the report shows that Mr. Stratton completed six cases for cooling and then five more. She inquired if the five more cases were also cooling. Mrs. Weakley stated, yes, Mr. Stratton is referring to all of the cases to be for cooling. Mrs. Mackie asked if Mr. Stratton was receiving referrals for other things. Mrs. Weakley confirmed that other referrals were coming in and he is also attempting to take a look at older cases where people had begun paying and then stopped. This process has been more complicated than was anticipated. Mrs. Mackie asked for a refresher on Mr. Stratton's position and what the fraud allocation is based upon. Mrs. Weakley stated that the fraud allocation is based on the percentage of cases that he looks into including a percentage of PARIS Matches. It is not based on the actual funds he recoups. Mrs. Mackie inquired if his efforts were helping to keep up with his salary. Mrs. Weakley confirmed they were. Mrs. Mackie continued to say that she was concerned at possibly having to pull from the budget for his salary. Mrs. Weakley replied that she appreciated the concern. Mrs. Mackie referred back to the Fraud Report where it indicates Mr. Stratton is up past 21% in the completion of PARIS Matches and inquired what percentage he needed to be at so the agency will not be penalized. Mrs. Weakley stated she believes it is 25%. Mrs. Mackie asked if Mrs. Weakley believes he is on his way to reaching the 25%. Mrs. Weakley responded, yes. Research is being done in an attempt to collect old debt, but it is turning out to be more complicated than anticipated because the paper records do not always match the computer records and the computer records do not always match what the fiscal department shows.

Ms. Major proceeded to **Item 6 – Director's Notes**. Mrs. Weakley stated that, since the last Board meeting, she attended a Network Table meeting, Poverty Workgroup (Healthy Communities), Poverty Workgroup (subcommittee), lunchtime Luau with agency staff, CPS interview, SNAP case review results meeting (There are deficits in terms of documentation which always seems to be a challenging thing for benefits staff in particular. With new staff, there is a period where the worker doesn't understand the importance of documentation or the worker is sketchy with the documentation and they believe the next person who picks up the case will understand the sketchy notes. This issue is being addressed again with all staff. Other than that issue, the payment accuracy was all correct and that is the biggest concern with the State.), Virtual Director's Coffee Break, meeting with County Administrator regarding the audit, CPMT (Community Planning and Management Team) meeting, an emergency CPMT meeting, and a Supervisor's meeting. Shelter training was scheduled, but due to an emergency in the state of Maryland, the Red Cross had to cancel. Agency staff will be completing a virtual training through the Red Cross and we will have a full staff meeting to go over the specifics for us and the shelter kits.

Mr. Phillips inquired if the audit committee that is being put together has met. Ms. Major replied that she is on that committee and they have not met as of yet.

Ms. Major continued to **Item 7 COVID Update**. Mrs. Weakley stated that the State is providing an emergency allotment for the month of August. There is no guarantee from month to month that the allotment will occur. The Commissioner started sending out, on a weekly basis, 'The 3 Most Important Things You Need to Know This Week' memo. In the latest memo, he states that the Public Health Emergency (PHE) has been extended to October 13th. In order for the PHE to end on October 13th, the State would have made

the announcement yesterday. Directors have not received word of the PHE end. The Commissioner also stated that the State could possibly extend the allotments to April 2023.

Ms. Major proceeded to **Item 8 – ACDSS Home-Based Care Policy**. Mrs. Weakley stated that there are no changes in the ACDSS Home-Based Care Policy that has been followed for a long time. Adult Protective Services and Adult Services falls under DARS (Department of Aging & Rehabilitation Services) and DARS requires that we document the procedures in writing and receive approval from them, and the agency Board. Mrs. Weakley asked if any of the members had any questions regarding the policy. Mr. Phillips inquired how long this policy had been followed. Mrs. Weakley stated, many years. Mr. Phillips made a motion, seconded by Mrs. Mackie, to approve the ACDSS Home-Based Care Policy as written. Hearing no discussion, Ms. Major called a vote for all in favor to signify by Aye. The motion carried.

Ms. Major continued to **Item 11 – Financial Statement – Administrative Office Manager – Wendy Linton**. Ms. Linton stated that the local budget financial statements for August have been sent to the County to present to the Board of Supervisors to bring everything up to what our current budget is. The County rolled over the same budget from last year which is \$864,543.00. The Year-To-Date Local Expenditures were \$84,664.54, and the Total Local Balance-To-Date is \$779,878.46. Ms. Linton stated that additional funds have not been requested at this time even the 15.5% for the raise increase. In reviewing the budget, there were extra funds this time. However, if something comes up and additional funds are needed, then she will ask for it. Eighty-four and a half percent was put in from the State so those funds will cover most of the increases.

Closed Session - On motion by Mr. Phillips, seconded by Mr. Martin, the Board went into Closed Session for the purpose of discussing items stated on the Agenda (Board acceptance – Foster Care Case #21202559 & #21203506 and Director’s Consult) as permitted by the Code of Virginia, Section 2.2.3712.

On motion by Mr. Phillips, seconded by Mr. Martin, 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 (Mrs. Mackie – yes; Mr. Whalen – yes; Mr. Martin – yes; Mr. Phillips – yes; Ms. Major – yes). The motion has carried.

Mr. Martin made a motion, seconded by Mrs. Mackie, that the Board accept the proposed foster care cases #21202559 and #21203506. Ms. Major called a vote for all in favor to signify by Aye. The motion carried.

The next Board Meeting is scheduled for Tuesday, September 20, 2022, at 9:30 A.M.

On motion by Mr. Phillips seconded by Mr. Whalen, the meeting adjourned at 10:40 A.M.

APPROVED: Cassandra Reneta Major

ATTEST: Vicki Weakley