

The Accomack County Board of Social Services met at its facility on Tuesday, October 15, 2024, at 9:30 A.M. Present in person were Ms. Reneta Major, Chairman; Mr. David Whalen, Vice-Chairman; Mr. Robert Martin; Mr. Jackie Phillips; Mrs. Minnie White; Mrs. Vicki Weakley, Secretary, and Mrs. Nadine Greenley, Assistant Director.

Ms. Major called the meeting to order and welcomed the Board Members. She thanked Mrs. Weakley for the invitation to the agency Worker Appreciation Day and stated to those who were unable to attend that the food was delicious, the awards were rewarding, and it was a very pleasant day. Mr. Phillips gave the Invocation.

Ms. Major proceeded to **Item 3 – Approve Minutes of September 17, 2024**. Mr. Phillips made a motion, seconded by Mr. Martin, to approve the Minutes as written. Hearing no discussion, the motion carried.

Ms. Major continued to **Item 4 - Fraud Report**. Mrs. Weakley stated that fraud cases are moving forward. Mr. Parks is still learning the proper procedures for handling cases. Mr. Phillips inquired what 'payments received' meant from the report. Mrs. Weakley stated that those payments are from people who were found to be fraudulent, and they are making monthly payments on what they owe. Ms. Linton added that these particular ones were intercepted by the courts.

Ms. Major proceeded to **Item 5 – Director's Notes**. Mrs. Weakley stated that since the last meeting she attended a Staff VIEW (Virginia Initiative for Education and Work) meeting and a State VIEW meeting (Both VIEW meetings did not offer any additional suggestions other than what was already being implemented by this agency. Suggestions were made to assist clients in paying bills, which our agency already does. This agency already helps pay bills and the caseload is not large at this time. During COVID the program was shut down completely and people got used to not having to comply with the program in order to receive the benefit. It has been difficult for staff to pull clients back into the program. They are deciding to close their case and figure out something else rather than participate in VIEW. The agency was required to submit a plan of action to the State. The agency is looking into assisting clients with the purchase of vehicles and the possibility of extending transitional (Transitional is when a case has been closed, but they can continue to receive assistance with gas.) Ms. Major inquired how long the agency has a client in transitional. Mrs. Weakley stated that transitional is typically a year. Prior to transitional the client has been receiving a financial payment. At the time they are in the transitional stage that financial payment has ceased. A suggestion was made by staff to gradually reduce the financial payment. Mrs. Greenley stated that the suggestion was to drop the payment by a quarter, then by half, and then by three-fourths until it runs out. This way the client is learning to live with less as they transition off the system.), three Family Services Specialist (FSS) interviews, (An offer has been extended to one interviewee, but the agency's voicemail is down, so Mrs. Weakley is unsure if she has responded at this time. Another interviewee begins work tomorrow, October 16th. She is originally from the Eastern Shore and has been doing social work in Scotland.), the CPMT (Community Planning and Management Team) meeting, Civility in the Workplace WEB-X, VLSSE (Virginia League of Social Services Executives) board meeting, Supervisor's meeting, and the Staff Appreciation Event.

Ms. Major continued to **Item 6 –Medicaid Unwinding**. Mrs. Weakley stated that the State has offered to assist the agency in completing the overdue Medicaid renewals; however, they provided a list of circumstances under which they would send cases back to the agency. After reviewing the list, it was determined that we do not need the assistance they were offering. Mrs. Weakley stated that she has informed the State of the eleven cases that have help tickets attached to them. The agency has completed everything that can be done on its end, but the case still cannot be processed to completion, because of an issue out of the agency's control. The State has deemed these cases to be "low priority." Mrs. Weakley had a discussion with the State that a case cannot be a high priority to complete if it is also deemed as low priority when the issue needs someone with higher authority fix it. This morning the system is down so Mrs. Weakley was unable to provide an updated total today; however, as of the 7th of September, which was the last report accessible, indicates that the agency is down to forty-three overdue cases with eleven tickets still open. The State wants all overdue cases to be completed by January 1, 2025. Unless the State adds additional cases, she doesn't anticipate any difficulty

getting them completed with the caveat that we have no control over the eleven that have help tickets. Mrs. Weakley has requested that the State assists us with those. The State has informed her that this agency is not the only agency in that position, but they will see how they can assist.

Ms. Major proceeded to **Item 7 – Approval to Purge Benefit Case Records.** Mrs. Weakley stated that there are 1,318 benefit case records from 1981 to 2018 that are ready to be purged according to state guidelines. Mr. Phillips made a motion, seconded by Mrs. White, that the mentioned 1,318 benefit case records be purged. Hearing no discussion, Ms. Major called a vote for all in favor to signify by Aye. The motion carried. Mrs. White inquired if the cases were shredded. Mrs. Weakley stated yes, but it is not typical shredding in that the agency is required to shred them almost to dust.

Ms. Major continued to **Item 8 – Continuity of Operations Plan & SOP for Disaster Services.** Mrs. Weakley referenced the copy of the plan given to members. She stated that changes were made on page 2 where a correction was made to a spelling error, and adult foster homes was removed. At the time the plan was written, it was believed that the agency was going to be able to create adult foster homes. The process turned out to be more complicated than expected; therefore, it was decided that the agency would not have adult foster homes. On page 8, at the very bottom of the page, under order of succession, the insertion was made for Assistant Director. The final change was to the back page where telephone numbers were updated. Mrs. Weakley stated that approval and a signature is needed for the changes. Mr. Phillips inquired if Mrs. Weakley did a tabletop with Supervisors of scenarios. Mrs. Weakley stated, yes. There is a tabletop held with the County and once it is approved, it is reviewed by the Supervisors. As far as a mock disaster, no, that has not been done. Mrs. White made a motion, seconded by Mr. Whalen, that the COOP & SOP for Disaster Services be approved 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 9 – Financial Statement.** Ms. Linton stated that the local budget was \$944,084.00. The Year-To-Date Local Expenditures were \$243,859.12, and the Total Local Balance-To-Date is \$700,224.88. The agency is running 3% below budget and that is going to be the percentage throughout the year.

Closed Session - On motion by Mr. Phillips, seconded by Mr. Whalen, the Board went into Closed Session for the purpose of discussing items stated only on the Agenda (EPPE for Michelle Hart and Director's Consult) as permitted by the Code of Virginia, Section 2.2.3712. The motion carried.

On motion by Mr. Phillips, seconded by Mr. Whalen, the Board returned from Closed Session and confirmed that the only items discussed were the ones listed on the Board Members' Agenda. Ms. Major called a vote (Mr. Phillips – yes; Mr. Whalen – yes; Mr. Martin – yes; Mrs. White – yes; Ms. Major - yes). The motion carried.

Mr. Phillips made a motion, seconded by Mr. Martin, that the Board accept the EPPE for Michelle Hart. Ms. Major called a vote for all in favor to signify by Aye. The motion carried.

The next Board meeting is scheduled for Tuesday, November 19, 2024, at 9:30 A.M.

Mr. Phillips made a motion, seconded by Mr. Martin, to adjourn the meeting at 10:35 A.M.

APPROVED: **Cassandra Reneta Major** _____

ATTEST: **Vicki Weakley** _____