

**CLARKE COUNTY DEPARTMENT OF SOCIAL SERVICES
311 EAST MAIN STREET
BERRYVILLE, VIRGINIA 22611
TELEPHONE (540) 955-3700**

DATE: February 15, 2023
TO: SOCIAL SERVICES BOARD MEMBERS
FROM: JENNIFER PARKER, DIRECTOR
SUBJECT: AGENDA FOR BOARD MEETING

The Clarke County Board of Social Services will meet at the Clarke County Government Center on second floor in Room AB on **Wednesday, February 15, 2023 at 9:30 am.**

The agenda follows:

- 1) Open Session
 - a. Approve minutes for January 11, 2023 meeting
 - b. Next meeting date (3/15/23)
 - i. Adopt all meeting dates for 2023
 - c. Review expenditures
 - d. Employee Introduction-Claire Spaulding
 - e. Services report-Toby Austin
 - f. Benefits report: Wendy Evans and Tiffany Lee
 - i. Unwinding Update
 - ii. Caseloads/ Team Updates
 - g. Director's Update
- 2) Adjournment

If you are unable to attend the Board meeting, please call or email to let Jennifer know. Thank you!

January 11, 2023

In Attendance

Members Present

Gerald Dodson-Chairman
Jim Smith-Member
Barbara Byrd-Member
Laura Dabinett-Member
Doug Lawrence-Member
Margarie Legard-Member

Staff Present

Jennifer Parker
Wendy Evans
Toby Austin
Rachael Selman

Call to Order

At 9:30 am, Chairman Dodson called the meeting to order.

Approval of Agenda

Motion by Jim Smith seconded by Barbara Byrd, the Board by voice vote, voted unanimously to approve for the Local Board of Clarke County Social Services Agenda for January 11, 2023 with the revision of adding a closed session.

Approval of Minutes

Motion by Jim Smith seconded by Doug Lawrence, the Board, by voice vote, voted unanimously to approve the December 21, 2022 minutes.

Motion carried.

Services Report

Mr. Austin briefed the Board on caseloads including the two new CPS investigations and a time-consuming Adult Service case. He also explained that the agency was taking on more courtesy interviews for other localities when workers were available. He discussed the most recent TPR hearing and gave a short breakdown of another child's monthly payments.

Benefits Reports

There was small increase in Aged, Blind and Disabled applications but a decrease in SNAP applications. The Public Health Emergency ends March 31, 2023 which means renewals will begin April 1, 2023. Staff will be participating in training before this to better prepare them. Ms. Parker gave estimates of approximately 435 people will be losing Medicaid once the PHE ends.

FY24 Budget

Ms. Parker presented the FY24 budget that is being presented to the Board of Supervisors in February. She plans on hiring another benefits worker to assist during the unwinding, a part-time office associate for the

front desk and a family services specialist. The agency is also requesting more funding in professional services to purchase a new finance system to replace the outdated system that is currently being used.

Director's Update

A new location, Pine Grove, has been added to the Community Table outreach.

On January 19th, staff will be taking ALICE training provided by the Clarke County's Sheriff's Office.

At 10:40 am, Barbara Byrd, seconded by Laura Dabinett, moved to convene in closed session pursuant to §2.2-3711-(A)(1) Specific Employees or appointees of the Board. The motion carried unanimously with Robin York absent.

At 11:15 am, with the members of the Board of Social Services being assembled in the designated meeting place, with open doors and in the presence of members of the public and/or the media desiring to attend, Jim Smith, seconded by Doug Lawrence, moved to reconvene in open session. The motion carried unanimously with Robin York absent.

Chairman Dodson further moved to execute the following Certification of Closed Session:

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Board of Social Services of the County of Clarke, Virginia, has convened a closed meeting on January 11, 2023, pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires a certification by the Board of Social Services of the County of Clarke, Virginia, that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE BE IT RESOLVED, that the Board of Social Services of the County of Clarke, Virginia, hereby certifies that, to the best of each members knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Board of Social Services of the County of Clarke, Virginia. The motion was approved by the following roll-call vote:

Barbara Byrd - Aye	Doug Lawrence - Aye
Laura Dabinett- Aye	Margaret Legard - Aye
Gerald Dodson - Aye	James Smith-Aye
Robert York- Absent	

Adjournment

The Board was polled, and no other matters were needed for discussion. No other subjects in the room. Motion by Robin York, seconded by Laura Dabinett, the Board by voice vote, voted unanimously to adjourn the meeting. Motion carried. The meeting adjourned at 10:30 am. to reconvene on February 15, 2023 at 9:30 a.m. at the Clarke County Government Center, 101 Chalmers Court, Berryville, Virginia 22611.

Jennifer Parker, Director _____

Gerald Dodson, Chairman _____