

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

DATE: February 21, 2024
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 21, 2024 at 9:30 am.**

The agenda follows:

- 1) Open Session
 - a. Adoption of Agenda
 - b. Approval of minutes for January 17, 2023 meeting
 - c. Next meeting date (3/20/24)
 - d. Review expenditures
 - e. Review of Proposed Bylaws
 - f. Director's Update
- 2) Adjournment

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

Board Minutes
Clarke County Social Services Board

January 17, 2024

In Attendance

Members Present

Gerald Dodson-Chairman

Laura Dabinett-Member

Barbara Byrd-Member

Anne Cushman-Member

Robin York-Member

Staff Present

Jennifer Parker

Rachael Selman

Call to Order

At 9:37 am, Chairman Dodson called the meeting to order.

Approval of Agenda

Motion by Robin York seconded by Laura Dabinett, the Board by voice vote, voted unanimously to approve Social Services Board agenda for January 17, 2024.

Approval of Minutes

Motion Robin York seconded by Laura Dabinett, the Board, by voice vote, voted unanimously to approve the December 20, 2023 minutes with the revision to add a note of Robin York's virtual attendance.

Motion carried.

FY25 Budget

Ms. Parker presented the FY25 proposed budget. Some key points from the proposal were the removal of the part-time Office Associate position, an increase in on-call, overtime and leave payout funding. She also requested funding for a new key fob security system for the services department. There was also an increase in payment to joint ops due to the increase in salary, insurance and other benefits.

There would also be a need for fostering futures and respite funding in FY25.

Director's Update

The Benefit and Services departments will start presenting quarterly instead of monthly. This will help show trends in each unit more accurately than the monthly reports.

February is Benefit Program Specialist month. The agency will work together to show the eligibility team how much their hard work is appreciated.

The agency is still in the process of restructuring and the changes that have occurred are not set in stone.

Ms. Parker has sent a set of Board bylaws over to Chris Boies to get his opinion before presenting them to the Board. She attempted to set up an in-person training for all Board members however the State and Regional offices were denied the request. The Board members agreed to hold their own in-person training by taking the virtual option together.

Mr. Dodson took a moment to bring up the idea of having Clarke County DSS become a deviating agency. Ms. Parker explained this is a long process however it is possible. She explained it also can cost the county more funding due to the hiring of extra human resource personnel. She said a cost benefit analysis would have to take place to have a better idea. She also explained there are some agencies that are partially deviating however that can sometimes become more troublesome in the long run. The Board agreed to discuss it more at a later date.

Adjournment

The Board was polled, and no other matters were needed for discussion. No other subjects in the room. Motion by Barbara Byrd seconded by Laura Dabinett, the Board by voice vote, voted unanimously to adjourn the meeting. Motion carried. The meeting adjourned at 10:24 am. to reconvene on February 21, 2024 at 9:30 a.m. at the Clarke County Government Center, 101 Chalmers Court, Berryville, Virginia 22611.

Jennifer Parker, Director _____

Gerald Dodson, Chairman _____