

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

**DATE:** May 22, 2024  
**TO:** SOCIAL SERVICES BOARD MEMBERS  
**FROM:** JENNIFER PARKER, DIRECTOR  
**SUBJECT:** AGENDA FOR BOARD MEETING

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The Clarke County Board of Social Services will meet at the Clarke County Government Center on second floor in Room AB on **Wednesday, May 22, 2024 at 9:30 am.**

The agenda follows:

- 1) Open Session
  - a. Adoption of Agenda
  - b. Approval of minutes for April 26, 2024 meeting
  - c. Next meeting date (6/26/24)
  - d. Review expenditures
  - e. Public Comment
  - 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

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*April 26, 2024*

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In Attendance

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Members Present

Gerald Dodson-Chairman  
Barbara Byrd-Member  
Anne Cushman-Member  
Doug Lawrence-Member  
Robin York-Member

Staff Present

Jennifer Parker

Call to Order

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At 1:32 pm, Chairman Dodson called the meeting to order.

Approval of Agenda

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Robin York moved to adopt the agenda. The motion carried by the following vote:

Barbara Byrd- Aye  
Anne Cushman- Aye  
Laura Dabinett-Absent  
Gerald Dodson-Aye  
Doug Lawrence-Aye  
Jim Smith-Absent  
Robin York-Aye

Approval of Minutes

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Robin York moved to approve the minutes of March 20, 2024, as presented. The motion carried by the following vote:

Barbara Byrd- Aye  
Anne Cushman- Aye  
Laura Dabinett-Absent  
Gerald Dodson-Aye  
Doug Lawrence-Aye  
Jim Smith-Absent  
Robin York-Aye

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## Upcoming Meetings

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Due to scheduling conflicts, the May meeting was moved to May 22 and the June meeting was changed to June 26. Both meetings will remain at 9:30. If the government center is unavailable, the meetings will be held at DSS.

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## Child Abuse Proclamation

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The Board reviewed and approved the Child Abuse Proclamation.

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## FY25 Compensation Plan

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Barbara Byrd moved to approve the FY24-25 Compensation Plan.

Barbara Byrd- Aye  
Anne Cushman- Aye  
Laura Dabinett-Absent  
Gerald Dodson-Aye  
Doug Lawrence-Aye  
Jim Smith-Absent  
Robin York-Aye

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## Director's Update

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The Board discussed looking at a new meeting schedule for 2025. It was suggested that meetings be moved to afternoons to help improve attendance. Board members discussed requiring members to RSVP to meetings to ensure quorum. Ms. Parker advised there is a notation on the agenda to contact if they are not going to attend.

The agency's Family Fun Day was a success. It was well attended and well organized by Alex Herrera and Cortney Roloff.

Desiree Minter submitted her resignation effective May 8<sup>th</sup>. Danyale Crosen's last day was April 19<sup>th</sup>. The Benefit Programs Specialist II/III position is posted, and the Benefit Programs Supervisor position will be posted by the end of the week. Until a new supervisor is hired, Ms. Parker will oversee the unit.

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## Adjournment

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The Board was polled, and no other matters were needed for discussion. No other subjects in the room. Motion by Robin York seconded by Anne Cushman, the Board by voice vote, voted unanimously to adjourn the meeting. Motion carried. The meeting adjourned at 2:04. to reconvene on May 22, 2024, at 9:30 a.m. at the Clarke County Government Center, 101 Chalmers Court, Berryville, Virginia 22611.

Jennifer Parker, Director\_\_\_\_\_

Gerald Dodson, Chairman\_\_\_\_\_