

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

DATE: NOVEMBER 20, 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, November 20, 2024, at 9:30 am.**

The agenda follows:

- 1) Open Session
 - a. Adoption of Agenda
 - b. Approval of minutes for October 9, 2024, meeting
 - c. Next meeting date December 18, 2024
 - 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

October 9, 2024

In Attendance

Members Present

Barbara Byrd-Member
Anne Cushman-Member
Doug Lawrence-Member by phone
Robin York- Chair
Laura Dabinett-Vice Chair

Staff Present

Jennifer Parker

Call to Order

At 9:34 am, Chairman York called the meeting to order.

Approval of Agenda

Barbara Byrd moved to adopt agenda. The motion carried by the following vote:

Barbara Byrd- Aye
Anne Cushman- Aye
Laura Dabinett-Aye
Doug Lawrence-Aye
Robin York-Aye

Approval of Minutes

Doug Lawrence moved to approve the minutes of September 18, 2024, as with amendments noted of titles of Chair and Vice Chair. The motion carried by the following vote:

Barbara Byrd- Aye
Anne Cushman- Aye
Laura Dabinett-Aye
Doug Lawrence-Aye
Robin York-Aye

Public Comment

No public comment.

Director's Update

Director provided an update on staffing that a Benefit Programs Specialist III had been hired. A recruitment would be posted soon for a part time Office Associate to help support the front desk to alleviate the benefits staff from coverage while the program coordinator is on leave. Currently, all service positions are filled.

The Director requested on behalf of the staff closure of the agency from 11:30-1:30 on 11/22/2024, for a holiday luncheon and staff meeting so everyone could participate.

Laura Dabinett moved to approve the request and Barbara Byrd seconded the motion. The motion carried by the following vote:

Barbara Byrd- Aye
Anne Cushman- Aye
Laura Dabinett-Aye
Doug Lawrence-Aye
Robin York-Aye

Adjournment

The Board was polled, and no other matters were needed for discussion. No other subjects in the room. Motion by Doug Lawrence seconded by Barbara Byrd, the Board by voice vote, voted unanimously to adjourn the meeting. Motion carried. The meeting adjourned at 10:09 am. to reconvene on November 20, 2024, at 9:30 a.m. at the Clarke County Government Center, 101 Chalmers Court, Berryville, Virginia 22611.

Jennifer Parker, Director _____

Robin York, Chairman _____