

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

**DATE:** March 16, 2022  
**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, March 16, 2022 at 9:30 am.**

The agenda follows:

- 1) Open Session
  - a. Approve minutes for February 16, 2022 meeting
  - b. Next meeting date (4/20/22)
  - c. Review expenditures
  - d. Services report
  - e. Benefits report
  - f. Employee Introduction-Danyale Crosen
  - g. Annual Report
  - h. FY23 Budget Proposal
  - i. Agency Handbook
- 2) Exit closed session
- 3) 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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February 16, 2022

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In Attendance

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Members Present

Gerald Dodson – Chair  
Robert York-Member  
Barbara Byrd-Member  
Laura Dabinett-Member

Staff Present

Jennifer Parker  
Michael “Toby” Austin  
Rachael Selman  
Justin Gerometta  
Liesl Baldwin

Call to Order

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At 9:48 am, Chairman Dodson called the meeting to order.

Approval of Agenda

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Motion by Robin York seconded by Barbara Byrd, the Board by voice vote, voted unanimously to approve for the Local Board of Clarke County Social Services Agenda for February 16, 2022.

Motion carried.

Approval of Minutes

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Motion by Barbara Byrd seconded by Robin York, the Board, by voice vote, voted unanimously to approve the January 19, 2022 minutes.

Motion carried.

Employee Introduction

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Ms. Baldwin started at Clarke County DSS in December as the new Foster Care worker. Prior, she had been the self-sufficiency specialist in Winchester.

Services Report

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Mr. Austin informed the Board that at the March meeting, Brandey Downs, the Adult Services worker, would be presenting a PowerPoint about Adult Foster Care. He explained that the agency has been attempting to use

Adult Services funds to help buy the citizens of Clarke County wood, beds and wheelchair ramps. He also briefed the Board about additional funding coming in that could be used for rent and fuel.

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### Benefits Reports

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Mr. Gerometta informed the Board that there were approximately 1200 Medicaid cases at the agency. There are a little over 300 SNAP cases and 8 IV-E cases. The benefits team is currently in the process of hiring a new worker to help staff handle the influx of renewals and new cases after the Public Health Emergency ends.

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### Strategic Plan Update

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Mr. Morely gave a presentation with a detailed update of his findings so far based off of interviews with staff, management, Board members, Community partners and citizens of Clarke County. He recommended that the agency work on branding and getting their name out more in the public. A report was in the process of being drafted and would be given to Ms. Parker once completed.

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### Director Update

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Ms. Parker briefed the Board that she would present the FY23 proposed budget at the March meeting as well as the first annual report. She hoped the Board would also be able to approve the last few chapters of the agency's employee handbook.

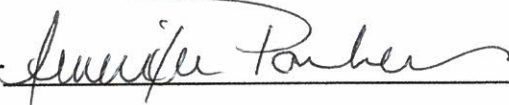
She also proposed the interior of the office be painted. Funding is available and McFarland's Custom Painting is able to start soon. Motion by Barbara Byrd seconded by Robin York, the Board by voice vote, voted unanimously to approve the interior of the agency's office be painted.

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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 Barbara Byrd, the Board by voice vote, voted unanimously to adjourn the meeting. Motion carried. The meeting adjourned at 11:26 a.m. to reconvene on April 20, 2022 at 9:30 a.m. at the Clarke County Government Center, 101 Chalmers Court, Berryville, Virginia 22611.

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

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