

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

DATE: September 21, 2022
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, September 21, 2022 at 9:30 am.**

The agenda follows:

- 1) Open Session
 - a. Approve minutes for August 17, 2022 meeting
 - b. Next meeting date (10/19/22)
 - c. Review expenditures
 - d. Services report
 - e. Benefits report
 - f. Employee Introduction- Tucker Ryan
 - g. Health Department Presentation-Leah Shirley
 - h. 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

August 24, 2022

In Attendance

Members Present

Gerald Dodson – Chair
Laura Dabinett-Member
Doug Lawrence-Member
Robert York-Member
Maggie Legard-Member

Staff Present

Jennifer Parker
Rachael Selman
Wendy Evans
Toby Austin
Sarita Emmons

Others

Ian Mothrop

Call to Order

At 9:35 am, Chairman Dodson called the meeting to order.

Approval of Agenda

Motion by Robin York seconded by Doug Lawrence, the Board by voice vote, voted unanimously to approve for the Local Board of Clarke County Social Services Agenda for August 24, 2022.

Approval of Minutes

Motion by Robin York seconded by Maggie Legard, the Board, by voice vote, voted unanimously to approve the July 20, 2022 minutes.

Motion carried.

Services Report

Mr. Austin briefed the Board on staffing. Adult Services had lowered case numbers due to Sarita Emmons taking time to carefully examine cases and client information. Monthly reports will include Uniform Assessment Instrument statistics starting in September. Two new infant children had been removed and placed with their grandparents. A Family Partnership Meeting was scheduled to further discuss plans. Tucker Ryan had begun working in both Foster Care and In Home Services at the beginning of August.

Benefits Reports

Ms. Evans shared that the benefits team had begun their weekly visits to FISH. They were able to find a secure spot to assist clients and answer questions or assist with applications. The amount of applications was steady to previous months. Cooling had ended with a total of 56 cases which Katie Myers handled on her own with

Ms. Evans as a back-up. Linda Grosholz had resigned from the agency and interviews are being scheduled to fill the vacant position the following week.

DARS

Ian Mothrop from DARS gave a quick presentation on what DARS does and how they can assist Clarke County citizens. He explained the different categories and costs and how some clients might be eligible for free service. Ian comes to the agency once a month to offer convenient services in Clarke County.

Director's Update

Ms. Parker briefed the Board on the agency staff meeting that had occurred one week prior. Tom Morley had come and explained the finished strategic plan and the Asana system.

A mobile food pantry meeting is scheduled for September 1 at 1:00 at the agency.

The Unite Us program is in the process of being used at Clarke County DSS however Adam Starks is currently working on an app based referral system that Ms. Parker is also looking into.

The agency is looking for child care subsidy programs and is hoping to meet with Lisa Cook at Parks and Rec. Beginning September 7th, Valley Assistance Network will come to the agency once a month to assist clients.

Closed Session Pursuant to §2.2-3711-A1 Specific Employees or appointees of the Board

At 10:45 am, Robin York, seconded by Doug Lawrence, moved that the Board of Social Services enter closed session pursuant to §2.2-3711-A1 Specific Employees or appointees of the Board. All voted in favor.

At 11:08 am, the members of the Board of Social Services being assembled within the designated meeting place, with open doors and in the presence of members of the public and/or the media desiring to attend, Doug Lawrence, seconded by Robin York, moved to reconvene in open session. All voted in favor.

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 Robin York, the Board by voice vote, voted unanimously to adjourn the meeting. Motion carried. The meeting adjourned at 11:10 am. to reconvene on September 21, 2022 at 9:30 a.m. at the Clarke County Government Center, 101 Chalmers Court, Berryville, Virginia 22611.

Jennifer Parker, Director _____

Gerald Dodson, Chairman _____