

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

DATE: January 11, 2023
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, January 11, 2023 at 9:30 am.**

The agenda follows:

- 1) Open Session
 - a. Approve minutes for December 21, 2022 meeting
 - b. Next meeting date (2/15/23)
 - c. Review expenditures
 - d. Services report
 - e. Benefits report
 - f. FY24 Projected Budget
 - g. 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

December 21, 2022

In Attendance

Members Present

Gerald Dodson-Chairman
Robin York – Vice Chair
Barbara Byrd-Member
Laura Dabinett-Member
Doug Lawrence-Member

Staff Present

Jennifer Parker
Wendy Evans
Rachael Selman

Call to Order

At 9:33 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 for the Local Board of Clarke County Social Services Agenda for December 21, 2022.

Approval of Minutes

Motion by Barbara Byrd seconded by Robin York, the Board, by voice vote, voted unanimously to approve the November 16, 2022 minutes.

Motion carried.

Next Meeting Date

Due to scheduling conflicts, the Board agreed to change the date of the next meeting to January 11th, 2023.

Services Report

There has been a bit of an uptick in Adult Services and Adult Protective Services referrals. Sarah Mitchell was able to assist Sarita Emmons in this area due to a smaller CPS caseload. A complicated APS court case is approaching, and Ms. Parker will brief the Board when more is learned about this.

Benefits Reports

Fuel ended in mid-November and Crisis began in November. TANF and VIEW will be going back to previous requirements and this will cause an increase in child care applications. The eligibility staff is assisting clients with information to help apply for water assistance through the state. The paperwork has been sent to legislation to have the Public Health Emergency end 4/1/2023.

Director's Update

Ms. Parker briefed the Board on the agency's plan to become a 2Gen pilot agency. The agency currently follows most expectations of a 2Gen agency due to the strategic plan. Many changes are occurring throughout the agency and with community partners. The mobile food pantries are a success and two volunteers from DSS are at each distribution to help assist with any needs clients might have. The eligibility staff is working at FISH once a week, and staff attends the Christ Church food distribution twice a month. Ms. Byrd recommended DSS reach out to the Senior Center. Ms. Parker expressed that her goal is to have a member of staff there twice a month.

The agency went live on Unite Us on 12/20/22. There were some technical difficulties but aside from those, the agency is excited to have a new system to use for referrals.

Due to information gathered from the staff surveys, an agency newsletter will be created every other month to help distribute information about each department to all members of staff. There will also be agency staff meetings every other month.

The Human Services Assistants will begin taking minutes at the Benefits and Services team meetings. They will then send these minutes out.

Adjournment

The Board was polled, and no other matters were needed for discussion. No other subjects in the room. Motion by Robin York, seconded by Laura Dabinett, the Board by voice vote, voted unanimously to adjourn the meeting. Motion carried. The meeting adjourned at 10:30 am. to reconvene on January 11, 2022 at 9:30 a.m. at the Clarke County Government Center, 101 Chalmers Court, Berryville, Virginia 22611.

Jennifer Parker, Director _____

Gerald Dodson, Chairman _____