

**CAMPBELL COUNTY SOCIAL SERVICES BOARD**

Date: *June 21, 2023*

The regular meeting of the Campbell County Department of Social Services was held on Wednesday June 21, 2023 in the board room of the Social Services agency at 69 Kabler Lane, Rustburg, Virginia.

**Members present:** Linda Grubba, Chair  
Morris Dews, Vice Chair  
Shameka Davenport  
Kevin Keys  
Caitlyn Enoch  
David Smith  
Lisa C. Linthicum, Secretary

**Members absent:** Kenny Brown (non-voting)

**Staff present:** Jill Giuliano, Recording Secretary  
Tim Heck, Assistant Director  
Carol Anne Booth, Family Services Specialist II, Foster Care & Adoption Unit  
Mary Morris, Benefit Programs Supervisor, Intake Unit  
Matthew Payne, Benefit Programs Specialist III, Intake Unit  
Jeannette Briggs, Benefit Programs Supervisor, Ongoing Benefits Unit  
Crystal Hall, Benefit Programs Specialist II, Ongoing Benefits Unit

Chairman Grubba called the meeting to order at 3:29 pm.

**Minutes**

// The minutes of the May 24, 2023 meeting were approved as submitted and copies distributed prior to meeting.

**Closed Session**

// In accordance with Section 2.2-3711 of the Code of Virginia of 1950, on MOTION by Ms. Davenport, the Board went into Closed Session at 3:30 pm to discuss Individual Case Matters, related to Foster Care/Adoption, the Schedule of Board Action, A.4., and Personnel, A.1.

The vote was: Aye: Dews, Grubba, Keys, Davenport, Enoch, Smith  
Nay: None  
Absent: None

**Return to Regular Session**

// On MOTION by Mr. Dews, the Board returned to regular session at 3:57 pm.

The vote was:                   Aye: Dews, Grubba, Keys, Davenport, Enoch, Smith  
                                      Nay: None  
                                      Absent: None

// On MOTION by Mr. Keys, the Board gives certification of the following:

WHEREAS, the Campbell County Social Services Board has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provision of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 [D] of the Code of Virginia of 1950 requires a certification by the Campbell County Social Services Board that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Campbell County Social Services board hereby certifies that, to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and only such public business matters as were identified in the MOTION convening the closed meeting were heard, discussed or considered by the Campbell County Social Services Board.

The roll call vote was:       Aye: Davenport  
                                      Aye: Grubba  
                                      Aye: Dews  
                                      Aye: Keys  
                                      Aye: Enoch  
                                      Aye: Smith  
                                      Nay: None  
                                      Absent: Brown

// On MOTION by Ms. Enoch, the Board approved the adoption and adoption subsidy of \$2,563/month for CP #10956593.

The vote was:                   Aye: Dews, Grubba, Keys, Davenport, Enoch, Smith  
                                      Nay: None  
                                      Absent: None

**Personnel**

// Crystal Hall was introduced to the Board.

## **Administrative Report**

// The Board reviewed the bills and expenses.

// The Director reviewed graphs that depict social services trends. Highlights are as follows:

1. New applications received in May increased for Medicaid, SNAP and TANF.
2. Data for the CPS Unit shows an increase from 84 referrals in April to 92 referrals in May; the CPS In-Home monthly case count shows a slight increase to 65 cases.
3. May data shows Foster Care cases increased to 33 and Adult Protective Services referrals increased to 35 new referrals for the month.
4. Monthly EBT Issuance data shows that 97 Electronic Benefits Transfer (EBT) cards for the SNAP program were issued at the agency in the month of May.
5. Data on Foot Traffic into the agency as well as documents received through the drop box increased in the month of May with 1,016 visits to the agency.

// The Director shared a message from Commissioner Avula acknowledging June as National Reunification Month.

// The Director shared a Broadcast regarding the 5% Foster Care Maintenance Rate Increase, effective July 1, 2023.

// The Director provided data on Child Abuse and Neglect in Virginia for the period of SFY 2022 as well as a snapshot of Children in Foster Care in Virginia as of May 1, 2023.

// The Director provided information regarding the Cooling Assistance program which began June 15, 2023 and ends August 15, 2023. This program provides financial assistance to eligible households with a cooling-related expense.

## **Budget**

// The Director reviewed the monthly VDSS budget report and the County budget report.

## **Staff Reports**

// The Director reviewed the monthly staff reports.

## **Next Meeting Date**

// The next regular monthly meeting will be held at Campbell County Department of Social Services on Wednesday July 19, 2023 at 3:30 pm.

**Adjournment**

// On MOTION duly made and accepted, the Board adjourned at 4:00 pm.

Respectfully,



Jill Giuliano, Recording Secretary



Lisa C. Linthicum, Secretary



Linda Grubba, Chair