

CAMPBELL COUNTY SOCIAL SERVICES BOARD

Date: *November 14, 2018*

The regular meeting of the Campbell County Department of Social Services was held on Wednesday November 9, 2018 in the Boardroom of the Social Services agency at 69 Kabler Lane, Rustburg, Virginia.

Members present were: Carolyn Porter, Chair
Sandi Martin
Marilyn Gadomski
Kevin Keys
Linda Grubba
Morris Dews
Lisa C. Linthicum, Secretary

Members absent were: James Nowlin, Vice Chair
Jon Hardie (non voting)

Staff present: Jill Giuliano, Recording Secretary
Tim Heck, Assistant Director

Chairwoman Porter called the meeting to order at 10:04 am.

Minutes

// The minutes of the October 17, 2018 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. Grubba, the Board went into Closed Session at 10:05 am to discuss Individual Case Matters, related to Child Protective Services, the Schedule of Board Action, A.4. and Personnel Matters, A.1.

The vote was: Aye: Dews, Gadomski, Grubba, Keys, Martin, Porter
Nay: None
Absent: Nowlin

Ms. Gadomski arrived at 10:08 am.

Return to Regular Session

// On MOTION by Ms. Martin, the Board returned to regular session at 10:25 am.

The vote was: Aye: Dews, Gadomski, Grubba, Keys, Martin, Porter
Nay: None
Absent: Nowlin

// On MOTION by Ms. Martin, 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: Porter
 Aye: Gadomski
 Aye: Martin
 Aye: Grubba
 Aye: Dews
 Aye: Keys
 Nay: None
 Absent: Nowlin, Hardie

// The Board reviewed the Schedule of Board Action.

Administrative Report

// The Board reviewed the bills and expenses.

// On MOTION by Ms. Grubba, the Board approved the Campbell County Social Services Annual Report for county fiscal year 2017-18.

The vote was: Aye: Dews, Gadomski, Grubba, Keys, Martin, Porter
 Nay: None
 Absent: Nowlin

// The Director reviewed the proposal to redefine the position of Office Associate III to Human Services Assistant III for four staff members in the Clerical Unit, effective December 1, 2018. This proposed redefinition is a result of an internal examination by the Director, the Clerical Supervisor and the VDSS Human Resources Consultant of the daily tasks performed by the Office Associate III staff. The Director reviewed the costs of implementing the proposal as defined in the Board-approved 2018-19 Classification and Compensation Plan.

// On MOTION by Mr. Dews, the Board approved the Redefinition of Duties for four Office Associate III positions to the Human Services Assistant III position.

The vote was: Aye: Dews, Gadomski, Grubba, Keys, Martin, Porter
 Nay: None
 Absent: Nowlin

// On MOTION by Ms. Martin, the Board approved the Acting Office Manager, Jequetta Owens, as signatory for receipts, warrant registers, checks and other administrative authorizations, effective November 12, 2018.

The vote was: Aye: Dews, Gadomski, Grubba, Keys, Martin, Porter
 Nay: None
 Absent: Nowlin

// The Director reviewed the contract for the Kinship Navigator Grant Program between Patrick Henry Family Services and the local Departments of Social Services of Amherst, Appomattox, Bedford, Campbell, Nelson and Lynchburg City counties. The contract awards \$30,666 in federal funds that will be used to coordinate services for families providing Kinship Care as well as education and training in the Safe Families program.

Budget

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

Staff Reports

// The Director reviewed the monthly staff reports.

Information

// The Director shared the Virginia 211 Annual Report for the 2017-18 fiscal year.

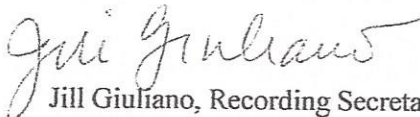
Next Meeting Date

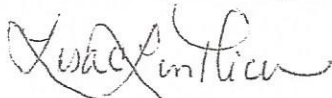
// The next regular monthly meeting will be held at Campbell County Department of Social Services on Wednesday December 19 at 10:00 am.

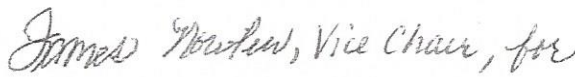
Adjournment

// On MOTION duly made and accepted, the Board adjourned at 11:17 am.

Respectfully,


Jill Giuliano, Recording Secretary


Lisa C. Linthicum, Secretary


James Nowlin, Vice Chair, for
Carolyn Porter, Chair