

## CAMPBELL COUNTY SOCIAL SERVICES BOARD

Date: *February 21, 2019*

The regular meeting of the Campbell County Department of Social Services was held on Thursday February 21, 2019 in the Boardroom of the Social Services agency at 69 Kabler Lane, Rustburg, Virginia.

**Members present were:** Carolyn Porter, Chair  
James Nowlin, Vice Chair  
Kevin Keys  
Morris Dews  
Lisa C. Linthicum, Secretary

**Members absent were:** Sandi Martin  
Marilyn Gadomski  
Linda Grubba  
Jon Hardie (non-voting)

**Staff present:** Jill Giuliano, Recording Secretary  
Tim Heck, Assistant Director  
Jequetta Owens, Office Manager  
Megan Herndon, Family Services Specialist III,  
Foster Care & Adoption Unit

Chairwoman Porter called the meeting to order at 10:03 am.

### Minutes

// The minutes of the January 16, 2019 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 Mr. Nowlin, the Board went into Closed Session at 10:04 am to discuss Individual Case Matters, related to Foster Care/Adoption, the Schedule of Board Action, A.4., and Personnel Matters, A.1.

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

### Return to Regular Session

// On MOTION by Mr. Nowlin, the Board returned to regular session at 10:53 am.

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

// On MOTION by Mr. Dews, 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: Nowlin  
  Aye: Dews  
  Aye: Keys  
  Nay: None  
  Absent: Gadowski, Martin, Grubba, Hardie

**Administrative Report**

// The Board reviewed the bills and expenses.

// The Director reviewed the Local Department of Social Services Profile Report for SFY 2018 which provides population and demographic information for Campbell County and clients we served. The Director noted that during this period, the overall population for Campbell County increased slightly and the percentage of adults and children living in poverty decreased.

// On MOTION by Mr. Dews, the Board adopted the Resolution declaring March, 2019 as Service Worker Appreciation Month and approved eight hours of administrative leave for service staff in the month of March with supervisor approval.

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

// The Director shared a letter from the Merryman Charitable Foundation awarding Campbell County Social Services a grant in the amount of \$500.00. These monies will be utilized for Senior Awareness Day as well as the Intensive Case Monitoring Program.

// The Director provided information that Virginia Housing Development Authority (VHDA) has discontinued giving housing voucher extensions to applicants beyond the original 60 day timeframe for a housing search.

// The Director provided an Adult Services Annual Report from the Department for Aging and Rehabilitative Services (DARS). This report shows statistical trends for adult protective services.

// The Director shared the Positive Parenting class schedule for March 2019.

**Personnel**

// Ardeania Ward, Housing Specialist, announced her retirement effective 1-31-19.

// Shauna Hancock, Family Services Specialist II for the Adult & Family Services Unit, tendered her resignation effective 2-28-19.

// Ashley Downey was selected for the Family Services Specialist II position in the Foster Care and Adoption Unit, effective 3-1-19.

// Hazel Skow was selected for the Administrative Program Assistant II position in the Fiscal Unit, effective 3-1-19

**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 March 13, 2019 at 10:00 am.

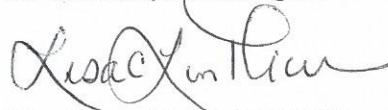
**Adjournment**

// On MOTION duly made and accepted, the Board adjourned at 11:36 am.

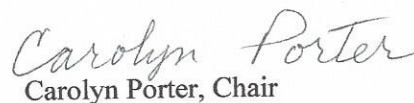
Respectfully,



Jill Giuliano, Recording Secretary



Lisa C. Linthicum, Secretary



Carolyn Porter, Chair