

**CAMPBELL COUNTY SOCIAL SERVICES BOARD**

Date: *August 17, 2022*

The regular meeting of the Campbell County Department of Social Services was held on Wednesday August 17, 2022 in the boardroom of the Social Services agency at 69 Kabler Lane, Rustburg, Virginia.

**Members present:** Linda Grubba, Chair  
Morris Dews, Vice Chair  
Shameka Davenport  
Kevin Keys  
Kenny Brown (non voting)  
Lisa C. Linthicum, Secretary

**Staff present:** Jill Giuliano, Recording Secretary  
Tim Heck, Assistant Director  
June Fisher, Benefit Programs Manager  
Jeannette Briggs, Benefit Programs Supervisor  
Mary Morris, Benefit Programs Supervisor  
Joseph Toney, Fraud Investigator II  
Tiffany Goad, Benefit Programs Specialist II, Benefits Intake Unit

**Others present:** Betty Gibbs  
Terri Reinhardt

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

**Minutes**

// The minutes of the July 20, 2022 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 Ongoing Benefits and the Schedule of Board Action, A.4.

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

**Return to Regular Session**

// On MOTION by Mr. Keys, the Board returned to regular session at 3:53 pm.

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

// On MOTION by Ms. Davenport, 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: Brown  
                                      Nay: None  
                                      Absent: None

**Personnel**

// New employees were introduced to the board.

// On MOTION by Mr. Dews, the Board approved the resignation of Ashley Downey, Family Services Specialist II, Foster Care and Adoption Unit, effective August 17, 2022.

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

// Denise Ferguson was appointed to the position of Benefit Programs Specialist II, Ongoing Benefits Unit, effective September 1, 2022.

## **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 July decreased slightly for Medicaid and SNAP. New TANF applications increased slightly in July.
2. July data shows a decrease of 19 referrals to a total of 64 in CPS; the CPS Ongoing case count increased by eight to 55 cases.
3. Foster Care cases decreased by one to 34 and Adult Protective Services referrals also decreased by one to 31 cases in the month of July.
4. Monthly EBT Issuance data shows that 114 Electronic Benefits Transfer (EBT) cards for the SNAP program were picked up at the agency in the month of July.
5. Data on Foot Traffic into the agency as well as documents received through the drop box decreased by 178 in the month of July, with 938 visits to the agency.

// The Director provided a list of Duties Delegated to, and Board Expectations of, the Director by the Campbell County Board of Social Services with corresponding Code of Virginia references. There were no additions or revisions to the duties listed. Also included was Appendix 4 of the Local Board Member Handbook, listing the Local Board Delegation of Authority to the Local Director.

// On MOTION by Mr. Keys the Board approved the Duties Delegated to the Director.

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

// The Director shared a Message from Commissioner Danny Avula acknowledging the month of August as National Child Support Awareness Month.

// The Director shared an announcement acknowledging the 25<sup>th</sup> Anniversary of the Children's Health Insurance Program (CHIP), providing health coverage through Virginia Medicaid and Family Access to Medical Insurance Security (FAMIS) to nearly 840,000 children as of August 2022.

## **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 September 21, 2022 at 3:30 pm.

**Adjournment**

// On MOTION duly made and accepted, the Board adjourned at 4:43 pm.

Respectfully,

  
Jill Giuliano, Recording Secretary

  
Lisa C. Linthicum, Secretary

  
Linda Grubba, Chair