

CAMPBELL COUNTY SOCIAL SERVICES BOARD

November 18, 2009

Members present were: John Price, Chair
 Jimmy Mays, Vice Chair
 Donald Atkins
 Bobby Blanks
 Joyce Dixon
 Donald Floyd
 Hugh Pendleton (non voting)
 Carolyn Porter
 Richard M. Verilla, Secretary

Staff present: Jill Giuliano, Recording Secretary
 Lisa Linthicum, Assistant Director
 Kenneth Pruett, Office Manager
 June Fisher, Benefit Programs Supervisor
 John King, Social Work Supervisor
 Blair Hall, Social Worker I
 Helen Mays, Social Worker I

Minutes

// The minutes of the October 21, 2009 meeting were approved as submitted, copies having been distributed prior to meeting.

Administrative Report

// On MOTION by Mr. Mays, seconded by Ms. Porter, the Board approved payment of bills and expenses.

The vote was: Aye: Atkins, Blanks, Dixon, Floyd, Mays, Porter, Price
 Nay: None
 Absent: None

// The Director presented the Campbell County Budget Timetable for Fiscal Year ending 6-30-11. The Director stated that a three-member Budget Committee is required to review the budget line by line and make a presentation to the full Board. A draft of the budget will then be sent to the County Administrator who may make recommendations. The Director asked for three members of the Board to volunteer to be on the Budget Committee and meet the week of January 11, 2010 for approximately 2 hours. The following board members volunteered: John Price, Donald Atkins, and Joyce Dixon.

On MOTION by Ms. Porter, seconded by Mr. Floyd, the Board approved the Budget Timetable and the appointment of Mr. Price, Mr. Atkins, and Ms. Dixon to the Budget Committee.

The vote was: Aye: Atkins, Blanks, Dixon, Floyd, Mays, Porter, Price
 Nay: None
 Absent: None

// On MOTION by Mr. Atkins, seconded by Mr. Blanks, the Board approved the purchase of Blackberries for use by the Director and Assistant Director.

The vote was: Aye: Atkins, Blanks, Dixon, Floyd, Mays, Porter, Price
 Nay: None
 Absent: None

// The Director explained the Agency's meal expense policy and stated that the state has disallowed reimbursement for lunch expenses for staff during conference/training that do not involve overnight travel. The State will not reimburse for meals unless they are a "working lunch" as part of the conference/training. The Director stated, however, that he would like to continue to reimburse for "non-working lunch" out of the local-only budget line. This reimbursement is consistent with other County departments.

// On MOTION by Mr. Atkins, seconded by Ms. Dixon, the Board approved the continuation of the agency's current policy on meal reimbursement as defined.

The vote was: Aye: Atkins, Blanks, Dixon, Floyd, Mays, Porter, Price
 Nay: None
 Absent: None

// The Director shared a presentation of the Virginia Retirement System given by Mr. Robert Schultze during the Virginia League of Social Services Executives Fall Conference. This document gives an overview of the benefits provided by VRS to Campbell County employees, as well as statistics on its' membership, contribution rates and outlook for the future.

// The Director shared information regarding an agency-sponsored Medicare Part D sign-up being held in December from 10:00-3:00 here at the agency.

// The Director shared the results of the Local Agency Assist Visit (LAAV), an audit conducted by the Regional Administrative Manager, which reviews agency financial procedures. The Director stated that our agency performed well in all applicable areas.

Personnel

// On MOTION by Mr. Mays, seconded by Ms. Porter, the Board approved the appointment of Helen Mays, Social Worker I, effective November 2, 2009.

The vote was: Aye: Atkins, Blanks, Dixon, Floyd, Mays, Porter, Price
 Nay: None
 Absent: None

// The Director introduced new employees, Blair Hall, Social Worker I and Helen Mays, Social Worker I to the Board.

Budget

// The Director reviewed the monthly net expenditure report and the County financial report.

Staff Reports

// The Board briefly reviewed the monthly staff reports.

Monthly Presentation

// June Fisher, Benefit Programs Supervisor, gave an overview of the Eligibility Intake Unit's present workload as compared to same time, last year.

Information

// The Director stated that the Agency staff donated \$2,079 for the 2009 United Way Campaign.

// The Director announced that November is Adoption Awareness Month in Virginia and reminded Board members about the Agency's Adoption Day Celebration in which 14 adoptions will be recognized. The Celebration is being held at the Campbell County Circuit Court on Saturday November 21, 2009, beginning at 10:00 am. There is a reception following at the Historic Courthouse Meeting Room.

// The Director discussed the agency's heating equipment benefits available to eligible clients to meet a crisis need.

Closed Session

// In accordance with Section 2.2-3711 of the Code of Virginia of 1950, on MOTION by Mr. Mays, seconded by Ms. Porter, the Board went into Closed Session at 3:25 pm to discuss Individual Case Matters, related to Foster Care/Adoption and the Schedule of Board Action (2.2-3711 A.2.) and Personnel matters, A.1.

The vote was: Aye: Atkins, Blanks, Dixon, Floyd, Mays, Porter, Price
 Nay: None
 Absent: None

Return to Regular Session

// On MOTION by Mr. Mays, seconded by Mr. Blanks, the Board returned to regular session at 3:43 pm.

The vote was: Aye: Atkins, Blanks, Dixon, Floyd, Mays, Porter, Price
 Nay: None
 Absent: None

// On MOTION by Mr. Mays, seconded by Ms. Dixon, 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: Atkins
 Aye: Blanks
 Aye: Dixon
 Aye: Floyd
 Aye: Mays
 Aye: Porter
 Aye: Pendleton
 Aye: Price
 Nay: None

// On MOTION by Ms. Dixon, seconded by Ms. Porter, the Board approved the Schedule of Board Action.

The vote was: Aye: Atkins, Blanks, Dixon, Floyd, Mays, Porter, Price
 Nay: None
 Absent: None

Next Meeting Date

// The next DSS Board meeting will include the annual holiday luncheon at the Rustburg Ruritan Club at 12:00 noon on December 16, 2009. The Board will convene its regular meeting at 2:00 in the Social Services Board room.

Adjournment

// On MOTION duly made and accepted, the Board adjourned at 3:56 pm.

Respectfully,

Jill Giuliano, Recording Secretary

Richard M. Verilla, Secretary

John E. Price, Sr., Chair