

CAMPBELL COUNTY SOCIAL SERVICES BOARD

Date: January 17, 2024

The regular meeting of the Campbell County Department of Social Services was held on Wednesday January 17, 2024 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
Kenny Brown (non voting)
Lisa C. Linthicum, Secretary

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

Chairman Grubba called the meeting to order at 3:30 pm.

Minutes

// The minutes of the December 13, 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 3:32 pm to discuss Individual Case Matters, related to the Schedule of Board Action, A.4. and Personnel Matters, A.1.

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

Return to Regular Session

// On MOTION by Mr. Smith, the Board returned to regular session at 3:55 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: Brown
 Aye: Enoch
 Aye: Smith
 Nay: None
 Absent: None

Administrative Report

// The Board reviewed the bills and expenses.

// The Board discussed the Game Changer Program and progress to date. Mr. Smith contacted Mr. Carwile, Board of Supervisor Representative on the Horizon Board, who expressed interest in meeting to discuss the program. Mr. Keys will tentatively schedule a meeting date for all parties, including Board of Supervisors. Chairman Grubba reiterated availability of the Virginia Opioid Abatement funds. Chairman Grubba participated in OAA virtual meeting and offered to email board members direct links to the presentation and OAA website. Further discussion and updates will be tabled until the February meeting.

// On MOTION by Mr. Dews, the Board adopted the Resolution declaring February 2024 as Benefit Programs Specialist Appreciation Month.

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

// The Director briefly reviewed the results of the Department of Social Services Strategic Plan for FY2025-2028. The DSS Management Team met on December 4, 2023 to develop a strategic plan to set the direction of the department for the next three years. Strengths and weakness, both internally and externally, were identified in developing strategies and preparing for the future. Examples include: Office Space/Security; Work Culture; Improving Processes and Systems; Online Information; Community Partnerships; County Partnerships; Community and Mobile Outreach.

// On MOTION by Mr. Keys, the Board approved the Department of Social Services Strategic Plan for FY2025-2028.

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

// The Board discussed the need to create a policy for Board participation through electronic communication, i.e., Teams as outlined in the Virginia Code 2.2-3708.1. A committee was formed consisting of Chairman Grubba, board member Ms. Davenport and Director Linthicum to create a written policy for purposes of the Campbell County Board.

// The Board discussed board meeting attendance during inclement weather and holiday conflicts. The Board will follow the county's inclement weather policy for board meetings in the event of agency closures. The June board meeting conflicts with the Juneteenth holiday agency closure. Chairman Grubba asked members to review their calendars for the month of June and discuss alternate meeting dates at the February meeting.

Budget

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

Staff Reports

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

1. New applications received in December increased slightly for Medicaid; new applications for SNAP decreased; and new applications received for TANF decreased.
2. Data for the CPS Unit shows a slight decrease from 75 referrals in November to 71 referrals in December; the CPS In-Home monthly case count shows an increase from November to December with 65 cases.
3. November data shows Foster Care cases increased slightly from 34 to 36 cases. Adult Protective Services referrals increased slightly from 18 to 22 new referrals for the month.

4. Monthly EBT Issuance data shows that 80 Electronic Benefits Transfer (EBT) cards for the SNAP program were issued at the agency in the month of December.
5. Data on Foot Traffic into the agency as well as documents received through the drop box decreased in the month of December with 982 visits to the agency.

// 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 February 21, 2024 at 3:30 pm.

Adjournment

// On MOTION duly made and accepted, the Board adjourned at 4:53 pm.

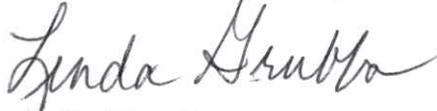
Respectfully,



Jill Giuliano, Recording Secretary



Lisa C. Linthicum, Secretary



Linda Grubba, Chair