

County of Stafford
Board of Social Services

Minutes

The Stafford County Board of Social Services held its regularly scheduled monthly meeting on Monday, March 27, 2023, in the Activities Conference Room of the Stafford County Government Center. The meeting convened at 10:00 a.m.

Members Present: Fred A. Donahoe, Chairman and Darrell E. English, member Board of Supervisors.

Member Absent: Gary F. Snellings, Member

Staff Present: Michael J. Muse, Director; Marcy T. Bruce, Assistant Director; Jodi P. Long, Administrative Office Manager; Cole Walker, YES Student; and Jennifer S. Frias, Administrative Coordinator I.

Guests Present: Elizabeth Borst, Virginia Community Food Connections and Dan Maher, Fredericksburg Food Bank

The following business was discussed and acted upon on March 27, 2023:

Approval of Minutes:

On a motion by Mr. English, the minutes from the February 27, 2023 Board meeting were approved as submitted.

- **Board Membership:**

Mr. Muse spoke with Tinesha Allen, Member on the Stafford County Board of Supervisors, regarding the citizen that resides in her district (Griffis-Widewater) who has submitted a Board Bank application. The Board opted to discuss the next steps once all board members are in attendance.

Presentation by Hunger Action Coalition:

Elizabeth Borst with Virginia Community Food Connections and Dan Maher with Fredericksburg Food Bank presented information to the Board explaining the Fredericksburg Regional Hunger Map. The updated Fredericksburg Regional Hunger Map is an interactive tool to illustrate food and nutrition insecurity in Planning District 16. The goal is to raise awareness about needs and highlight partnerships working to address hunger in our community. The Map is sponsored by the Fredericksburg Region Hunger Action Coalition, a collaborative of community food access partners led by Fredericksburg Regional Food Bank.

Foster Care Statistics:

Mr. Muse reviewed with the Board statistical data relative to the foster care program. The following information was reported for February 2023:

	February
Number of Children in Care	47
Number of Approved Resource Homes	42
Number of Resource Homes in use	22

Mr. Muse also reported the total number of children receiving adoption subsidy and/or supportive services from Stafford DSS adoption staff for February 2023:

February
101

The month of May is National Foster Care Recognition Month. A special dinner event will be held at Augustine Golf Club in May 2023 to thank all our resource parents.

Benefit Programs Statistics:

The statistical report for benefit programs was handed out to the Board members for the month of February 2023. (See Attachment A). Mrs. Bruce discussed the fuel applications having a higher denial rate due to eligibility rules returning that were suspended during COVID. Mr. Muse discussed the possibility of Medicaid cases under care decreasing with the Medicaid unwinding but the overall caseload will still be higher than before COVID.

Closed Session:

On a motion by Mr. English, the Board went into executive/closed session to discuss the following confidential business:

Item #1 – Legal Matter, pursuant to Virginia Code Section 2.2-3711 (A)(7)

The Board certifies that only the items outlined in the motion for executive/closed session were in fact discussed. On a motion by Mr. English, the Board exited closed session.

FY 2024 County Budget Proposal:

The County Administrator, Randy Vosburg, presented the proposed budget to the Board of Supervisors on March 7, 2023. In the proposed budget, there is an 8% cost of living raise for all County employees and funding for implementing the DSS market study. Eight new positions for DSS were included in the proposal. Three of these positions will be funded by vacancy savings.

Mr. Muse shared two comparison caseload charts (Attachments B & C) with the Board. One chart shows the number of staff to total agency caseload from Stafford DSS and our comparison localities and the other chart shows the caseload growth in Stafford DSS over the last 10 years. Compared to the other localities, staff at Stafford DSS are managing considerably larger caseloads which impact the ability to serve citizens efficiently and timely. Mr. Muse also presented both charts to the Board of Supervisors and County Administrator as part of the budget discussion.

Recruitment Update:

Applications are being screened for the vacant Family Services Specialist II position in Foster Care.

Finalist interviews were held on March 22nd for the vacant Family Services Specialist III position in CPS. A job offer will be made soon.

A candidate began employment today for the Accountant position in the Financial Services Unit.

There are three vacant Benefit Programs Specialist II positions. Applications are being accepted.

Interviews have been completed and a job offer will be made soon for the vacant Office Associate II position.

Applications are being accepted for the Self-Sufficiency Supervisor vacancy.

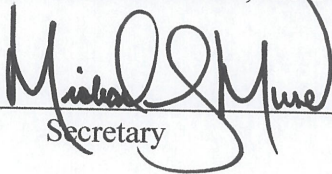
Due to a retirement, there will be a vacancy for Benefit Programs Specialist III effective March 31st. Applications are being accepted.

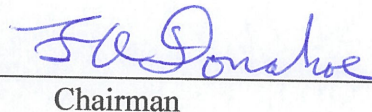
Next Meeting

The next Board meeting is scheduled for Monday, April 24, 2023 at 10:00 a.m. in the DSS/Procurement Conference Room.

As there is no further business, the Board adjourned.

Attest:


Secretary


Chairman

Board Report for February 2023

Attachment A

I. New Applications	Current Month	Prior Month
	Feb-23	Jan-23
SNAP	404	494
PA	74	89
Medicaid	338	475
TOTAL	816	1,058
II. Undercare		
SNAP	5,181	5,132
TANF	269	275
Medicaid	17,530	17,385
TOTAL	22,980	22,792
III. Repayments		
TANF	\$0.00	\$0.00
SNAP	\$1,455.31	\$964.10
Day Care	\$0.00	\$0.00
TOTAL	\$1,455.31	\$964.10
IV. SNAP Issued		
Household	4,865	4,810
People	11,692	11,615
Amount	\$3,136,664.00	\$3,018,486.00
Fuel/Crisis/Cooling		
Application	171	94
Denied	115	68
Approved	45	12
Pending	11	14
Energy Share	0	0

Prior Year	Prior Year	3 Yr. Average
Feb-22	Feb-21	23,22,21
335	345	361
66	64	68
313	326	326
714	735	755
4,416	3,990	4,529
187	206	221
15,163	13,177	15,290
19,766	17,373	20,040
\$0.00	\$508.00	\$169.33
\$918.20	\$1,231.00	\$1,201.50
\$0.00	\$0.00	\$0.00
\$918.20	\$1,739.00	\$1,370.83
4,164	3,767	4,265
10,221	9,252	10,388
\$2,484,587.00	\$1,945,068.00	\$2,522,106.33
135	75	127
30	26	57
78	34	52
27	15	18
0	0	0

Please note that data is pulled from Data Warehouse system of the Fusion page from the state of Virginia.

Submitted by:

Angela Robinson, Benefit Programs Supervisor

COMPARATIVE ANALYSIS

FY 2022

Attachment B

Comparison Localities	Albemarle	Fauquier	James City	Spotsylvania	Loudoun	Prince William	Hanover	Stafford
Total Caseload - All Types	19,738	11,440	13,384	32,368	44,422	89,787	17,460	28,259
Total Positions	139	62	64	138	181	331	64	82

DSS Agency	Ratio (Cases to Staff)	Additional Staff Required to Achieve Similar Caseload Ratio						
Albemarle	142	117						
Fauquier	185	71						
James City	209	53						
Spotsylvania	235	38						
Loudoun	245	33						
Prince William	271	22						
Hanover	273	21						
Stafford	345	--						

Caseload Types Include: SNAP, TANF, Medicaid, Energy Assistance, CPS, FosterCare, Adoption, APS, Childcare

Source: Virginia Department of Social Services Local Agency Profile Report

HISTORICAL CASELOAD DATA
Stafford Department of Social Services

Attachment C

YEAR	Total Caseload - All Types
2022	28,259
2021	25,074
2020	23,382
2019	20,453
2018	18,032
2017	17,402
2016	17,796
2015	17,580
2014	17,090
2013	16,687

Total Caseload has increased by 69% from 2013 to 2022

Source: Virginia Department of Social Services Local Agency Profile Report