

County of Stafford
Board of Social Services

Minutes

***The meeting scheduled on June 26, 2023 was cancelled due to not having a quorum.**

The Stafford County Board of Social Services held its regularly scheduled monthly meeting on Monday, July 24, 2023, in the DSS/Procurement Conference Room of the Stafford County Government Center. The meeting convened at 10:00 a.m.

Members Present: Gary F. Snellings, Member; and Darrell E. English, member Board of Supervisors.

Member Absent: Fred A. Donahoe, Chairman

Staff Present: Michael J. Muse, Director; Marcy T. Bruce, Assistant Director; Devonne L. Johnson, Family Services Supervisor; and Jennifer S. Frias, Administrative Analyst.

The following business was discussed and acted upon on July 24, 2023:

Devonne L. Johnson, Family Services Supervisor, was in attendance to discuss an anonymous letter sent to the Board Members expressing concerns within the Adult Protective Services Team. Mr. Muse and Mr. Johnson will explore the issues raised with the team members.

Approval of Minutes:

On a motion by Mr. Snellings, seconded by Mr. English, the minutes from the April 24, 2023 Board meeting were approved as submitted.

- **Board Organization Issues:**

The Board opted to table appointing a vice-chairperson and discussing frequency of meetings until all Board members are in attendance.

Foster Care Statistics:

Mr. Muse reviewed with the Board statistical data relative to the foster care program. The following information was reported for April 2023, May 2023, and June 2023:

	April	May	June
Number of Children in Care	52	52	50
Number of Approved Resource Homes	44	44	46
Number of Resource Homes in use	23	23	23

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

April	May	June
102	100	98

Benefit Programs Statistics:

The statistical reports for benefit programs were mailed to the Board members for the months of April 2023, May 2023, and June 2023. (See Attachments A, B, & C). Mr. Muse discussed the total caseload has reached approximately 23,700 cases. Due to Medicaid Unwinding, the Medicaid cases should begin to slightly decrease as renewals are being processed.

Special Welfare Fund Update & Review:

Mr. Muse advised the Board the balance in the Special Welfare Fund was \$342,736 as of July 2022 and \$338,330 as of December 2022. Mr. Muse will provide the balances from January 2023 through June 2023 at the next meeting.

FY 2024 State Budget:

Members of Virginia's General Assembly have not worked out the budget amendments proposed by the Governor for FY 2024. Virginia statute requires an increase to Foster Care Maintenance and Adoption rates of the same percentage as the 5% pay increase to State employees in the prior fiscal year. As of July 1st, the increase is not in effect since the budget amendments have not been passed. The funding for additional CPS workers has also been put on hold. Funds will be removed from local budget allocations by July 31st. Stafford had received funding for three positions.

Closed Session:

On a motion by Mr. English, seconded by Mr. Snellings, 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)

Item #2 - Personnel Matter, pursuant to Virginia Code Section 2.2-3711 (A)(1)

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, seconded by Mr. Snellings, the Board exited closed session.

Recruitment Update:

There is one vacancy for Family Services Specialist II in Foster Care. Applications are being accepted.

Due to a resignation, there is a vacant Family Services Specialist III in Foster Care. We are readvertising the position.

Due to a resignation, there is a vacant Human Services Assistant II in Foster Care. The ad is being created.

There are seven vacant Benefit Programs Specialist II positions (to include the 4 new positions approved for FY24). Job offers have been made to seven candidates with a pending start date of July 31st.

Due to a resignation, there is a vacant Benefit Programs Specialist II (SHINE Grant – PT) position. Applications are being accepted.

The new FY 2024 approved Family Services Supervisor (AS/APS) position is being advertised.

There are three vacant Office Associate II positions (to include a new position approved for FY24). One job offer has been made and we are currently accepting applications.

Due to a resignation, there is a vacant Administrative Program Assistant I position. The candidate has been selected and will begin employment on July 31st.

Next Meeting

The next Board meeting is scheduled for Monday, September 25, 2023 at 10:00 a.m. in the DSS/Procurement Conference Room. The Board recommended foregoing the August meeting and resuming the next scheduled meeting in September.

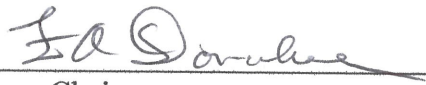
The annual DSS Golf Tournament scheduled for June 21, 2023 at The Gauntlet Golf Club was cancelled due to weather. The tournament was rescheduled and held on July 19, 2023. The tournament netted approximately \$8,000 after all expenses were paid.

The annual Kings Dominion trip, hosted by the Foster Care Department of Social Services, is scheduled for Tuesday, July 25, 2023. Tickets are provided for the families, along with lunch at the park pavilion.

As there is no further business, the Board adjourned.

Attest:


Secretary


Chairman

Board Report for April 2023

Attachment A

I. New Applications	Current Month	Prior Month
	Apr-23	Mar-23
SNAP	420	457
PA	87	98
Medicaid	316	375
TOTAL	823	930
II. Undercare		
SNAP	5,289	5,243
TANF	257	263
Medicaid	17,873	17,726
TOTAL	23,419	23,232
III. Repayments		
TANF	\$0.00	\$0.00
SNAP	\$886.83	\$3,530.91
Day Care	\$0.00	\$0.00
TOTAL	\$886.83	\$3,530.91
IV. SNAP Issued		
Household	4,833	4,247
People	11,624	11,680
Amount	\$1,957,687.00	\$2,091,432.00
Fuel/Crisis/Cooling		
Application	0	135
Denied	0	113
Approved	0	22
Pending	0	0
Energy Share	0	0

Prior Year	Prior Year	3 Yr. Average
Apr-22	Apr-21	23,22,21
356	246	341
68	46	67
326	400	347
750	692	755
4,572	3,962	4,608
241	209	236
15,561	13,362	15,599
20,374	17,533	20,443
\$0.00	\$0.00	\$0.00
\$639.10	\$1,328.37	\$951.43
\$0.00	\$0.00	\$0.00
\$639.10	\$1,328.37	\$951.43
4,354	3,742	4,310
10,659	9,161	10,481
\$2,584,515.00	\$2,058,564.00	\$2,200,255.33
1	0	0
1	0	0
0	0	0
0	0	0
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

Board Report for May 2023

Attachment B

I. New Applications	Current Month	Prior Month
	May-23	Apr-23
SNAP	382	420
PA	87	87
Medicaid	328	316
TOTAL	797	823
II. Undercare		
SNAP	5,327	5,289
TANF	264	257
Medicaid	17,984	17,873
TOTAL	23,575	23,419
III. Repayments		
TANF	\$0.00	\$0.00
SNAP	\$1,485.29	\$886.83
Day Care	\$0.00	\$0.00
TOTAL	\$1,485.29	\$886.83
IV. SNAP Issued		
Household	4,872	4,833
People	11,727	11,624
Amount	\$1,996,311.00	\$1,957,687.00
Fuel/Crisis/Cooling		
Application	0	0
Denied	0	0
Approved	0	0
Pending	0	0
Energy Share	0	0

Prior Year	Prior Year	3 Yr. Average
May-22	May-21	23,22,21
313	236	310
66	38	64
313	355	332
692	629	706
4,632	3,904	4,621
246	211	240
15,708	13,509	15,734
20,586	17,624	20,295
\$0.00	\$1,173.95	\$391.32
\$2,508.39	\$2,283.58	\$2,092.42
\$0.00	\$0.00	\$0.00
\$2,508.39	\$3,457.52	\$2,483.74
4,411	3,720	4,334
10,809	9,089	10,542
\$2,528,924.34	\$2,042,493.00	\$2,189,242.78
0	0	0
0	0	0
0	0	0
0	0	0
0	0	0
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

Board Report for June 2023

Attachment C

I. New Applications	Current Month	Prior Month
	Jun-23	May-23
SNAP	391	382
PA	93	87
Medicaid	350	328
TOTAL	834	797
II. Undercare		
SNAP	5,353	5,327
TANF	261	264
Medicaid	18,122	17,984
TOTAL	23,736	23,575
III. Repayments		
TANF	\$0.00	\$0.00
SNAP	\$1,029.56	\$1,485.29
Day Care	\$0.00	\$0.00
TOTAL	\$1,029.56	\$1,485.29
IV. SNAP Issued		
Household	4,844	4,872
People	11,659	11,727
Amount	\$1,980,536.00	\$1,996,311.00
Fuel/Crisis/Cooling		
Application	167	0
Denied	58	0
Approved	82	0
Pending	27	0
Energy Share	0	0

Prior Year	Prior Year	3 Yr. Average
Jun-22	Jun-21	23,22,21
374	310	358
85	65	81
299	338	329
758	713	768
4,690	3,921	4,655
249	212	240
15,818	13,655	15,865
20,757	17,788	20,760
\$0.00	\$208.60	\$69.53
\$499.10	\$1,161.92	\$896.86
\$0.00	\$0.00	\$0.00
\$499.10	\$1,370.52	\$966.39
4,503	3,732	4,360
10,993	9,092	10,581
\$2,648,852.00	\$2,028,252.00	\$2,219,212.67
125	37	110
52	17	42
68	20	57
5	1	11
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