

County of Stafford
Board of Social Services

Minutes

The Stafford County Board of Social Services held its regularly scheduled monthly meeting on Monday, October 23, 2023, in the DSS/Procurement Conference Room of the Stafford County Government Center. The meeting convened at 10:00 a.m.

Members Present: Fred A. Donahoe, Chairman; Gary F. Snellings, Vice Chairman; and Darrell E. English, member Board of Supervisors.

Staff Present: Michael J. Muse, Director; Marcy T. Bruce, Assistant Director; Jodi P. Long, Administrative Office Manager; Abigail B. Osei, Family Services Specialist II; and Jennifer S. Frias, Administrative Analyst.

The following business was discussed and acted upon on October 23, 2023:

Approval of Minutes:

On a motion by Mr. Snellings, seconded by Mr. English, the minutes from the September 25, 2023 Board meeting were approved as submitted.

Foster Care Statistics:

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

	September
Number of Children in Care	56
Number of Approved Resource Homes	47
Number of Resource Homes in use	27

Mr. Muse will report the total number of children receiving adoption subsidy and/or supportive services from Stafford DSS for September 2023 at the next meeting.

Mr. Muse advised there will be a training held in the spring for prospective foster care families to attend. The goal is to keep children placed in foster family homes instead of residential facilities.

Benefit Programs Statistics:

The statistical reports for benefit programs were mailed to the Board members for the month of September 2023. (See Attachment A).

- **Medicaid Unwinding:**

Due to Medicaid Unwinding, processing Medicaid renewals is time consuming. The agency is struggling to keep pace with the required number of renewals to be completed. Currently, the agency has completed renewals for approximately half of its 33,000 recipients. The target deadline for completion is March 31, 2024. Stafford DSS was awarded \$94,000

additional state funds to pay staff overtime for processing Medicaid renewals. An emergency part-time Benefit Programs Specialist II has been hired to assist with this caseload.

- **Replacement of VaCMS:**

Mr. Muse advised the Board that VDSS and Commissioner Avula have asked Governor Youngkin to include funding for the replacement of VaCMS (Benefits - Case Management System). The DSS Board members and Mr. Muse signed a letter that will be sent to the Governor supporting the request for funding. (See Attachment B)

FY 2025 County Budget:

The FY 2025 proposed budget was submitted to the County Budget office by the deadline on October 16th. DSS submitted a level operating budget and included a request for four new positions. Two of the positions requested are following the Office of the State Inspector General (OSIG) audit report, due to a recommendation by the Virginia Department of Social Services for 60 additional CPS workers statewide. Stafford County was identified as needing 2 of those CPS positions. The other two positions requested are a Benefit Programs Specialist and an Administrative Program Assistant (IT).

Closed Session:

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

Item #1 – Abigail B. Osei, Family Services Specialist II, presented to the Board for approval, the adoption of one child in Foster Care, pursuant to Virginia Code Section 2.2-3711 (A)(4)

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

Item #1 – On a motion by Mr. Snellings, seconded by Mr. English, the Board approved the adoption.

Recruitment Update:

A candidate for the vacant Family Services Specialist in AS/APS has declined the offer. This position will be readvertised soon.

Due to two resignations, there is a vacant Family Services Specialist III in Foster Care and one in Child Protective Services. Applications are currently being accepted.

Due to a resignation, there is a vacant Human Services Assistant II in Foster Care. Interviews have been completed and references are being checked.

There are two vacant Benefit Programs Specialist II positions due to a resignation and a retirement. One candidate is scheduled to begin employment on October 30th.

Finalist interviews will be scheduled soon for the new FY 2024 approved Family Services Supervisor (AS/APS) position.

Due to a resignation, there is a vacant Self-Sufficiency Specialist II position effective October 6th. Interviews will be scheduled soon.

Next Meeting

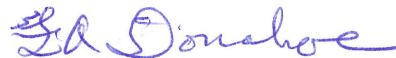
The next Board meeting is scheduled for Monday, January 22, 2024 at 10:00 a.m. in the DSS/Procurement Conference Room. Due to the upcoming holidays, Mr. Muse recommended foregoing the November and December meetings. All Board members were in agreement.

Mr. English suggested establishing an annual award to recognize an outstanding DSS employee in memory of Karen Clark. Karen, who passed away unexpectedly in September, was the agency's long serving CPS Supervisor, having worked for the agency for more than forty years. Mr. Muse will work with the Leadership Team to establish this award in early 2024.

As there is no further business, the Board adjourned.

Attest: _____


Secretary



Chairman

Board Report for September 2023

Attachment A

I. New Applications	Current Month	Prior Month
	Sep-23	Aug-23
SNAP	422	538
PA	96	114
Medicaid	431	486
TOTAL	949	1,138
II. Undercare		
SNAP	5,296	5,322
TANF	263	259
Medicaid	18,328	18,264
TOTAL	23,887	23,845
III. Repayments		
TANF	\$0.00	\$0.00
SNAP	\$1,213.19	\$4,494.20
Day Care	\$0.00	\$0.00
TOTAL	\$1,213.19	\$4,494.20
IV. SNAP Issued		
Household	4,770	4,857
People	11,585	11,743
Amount	\$1,983,357.00	\$2,022,485.00
Fuel/Crisis/Cooling		
Application	0	226
Denied	0	132
Approved	0	94
Pending	0	0
Energy Share	0	0

Prior Year	Prior Year	3 Yr. Average
Sep-22	Sep-21	23,22,21
420	365	402
112	75	94
334	374	380
866	814	876
4,934	4,089	4,773
258	209	243
16,412	14,209	16,316
21,604	18,507	21,332
\$0.00	\$0.00	\$0.00
\$1,187.20	\$1,648.20	\$1,349.53
\$0.00	\$0.00	\$0.00
\$1,187.20	\$1,648.20	\$1,349.53
4,652	3,833	4,418
11,230	9,194	10,670
\$2,714,728.00	\$2,166,263.00	\$2,288,116.00
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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



Stafford County
Department of Social Services

PO BOX 7
STAFFORD, VIRGINIA 22555-0007

October 23, 2023

COPY
Attachment B

Telephone:
(540) 658-8720
Fax:
(540) 658-8798

The Honorable Glenn A. Youngkin, Governor
Commonwealth of Virginia
1111 E Broad Street, Suite 3
Richmond, VA 23219

RE: Funding for Replacement of VaCMS (Virginia Case Management System)

Dear Governor Youngkin,

The Virginia Case Management System (VaCMS) is the system of record for all benefits processing at local departments of social services. VaCMS is managed by the Virginia Department of Social Services (VDSS).

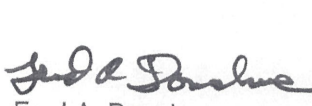
Currently, VaCMS hosts the Child Care Subsidy program, Medical Assistance (Medicaid), the Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF), Virginia Initiative for Education and Work (VIEW), and three Energy Assistance Program (EAP) components. Approximately 6,000 local department of social services employees use the system daily to determine eligibility and provide case management. The VaCMS code base is close to 15 years old and expensive to update when new federal and state legislative and programmatic mandates are required.

Additionally, because of the age of the system, there are significant downtimes that affect case processing timelines resulting in major delays to the approval of vital programs such as SNAP and Medicaid for Virginia's most vulnerable citizens. Until VaCMS is replaced with a system that can more efficiently provide local departments of social services the needed technological support to process applications, Virginia will continue to have a backlog of applications.

Local departments of social services have advocated for over five years to replace the current benefits case management system. To address the key social determinants of health (food security, housing security, health care access and employment), comply with state and federal requirements, and eliminate disruptions to citizen services, the legacy system must be migrated to a modern, supportable technology platform.

The Stafford County Board of Social Services respectfully requests the inclusion of funding in the upcoming Virginia FY2025/2026 budget for a new case management system to best serve the citizens of Virginia.

Respectfully,

 Fred A. Donahoe Chairman	 Gary F. Snellings Vice Chairman	 Darrell E. English Member Board of Supervisors	 Michael J. Muse Director
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cc: The Honorable John Littell, Secretary, Health and Human Resources
Dr. Danny TK Avula, Commissioner, Virginia Department of Social Services