

County of Stafford
Board of Social Services

Minutes

The Stafford County Board of Social Services held its regularly scheduled monthly meeting on Monday, March 25, 2024, 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; Devonne L. Johnson, Family Services Supervisor; Valerie M. Hart, Family Services Specialist II; and Jennifer S. Frias, Administrative Analyst.

The following business was discussed and acted upon on March 25, 2024:

Approval of Minutes:

On a motion by Mr. Snellings, seconded by Mr. English, the minutes from the January 22, 2024 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 the months of January 2024 and February 2024:

	January	February
Number of Children in Care	62	62
Number of Approved Resource Homes	48	48
Number of Resource Homes in use	24	24

Mr. Muse reported the total number of children receiving adoption subsidy and/or supportive services from Stafford DSS for the months of January 2024 and February 2024:

January	February
86	82

The month of May is National Foster Care Recognition Month. Once again, ribbons will be tied to the crepe myrtles outside of the Government Center representing children currently in care.

- **Hold the Date-Foster Parent Appreciation Dinner:**

A special event will be held on Thursday, May 23, 2024 at Stafford Baptist Church to thank all of our resource parents. The dinner will begin at 6:00 pm.

- **Lease Renewal – 1259 Courthouse Road:**

The lease for 1259 Courthouse Road, which includes two office spaces, Unit #102 and Unit #202, is in the process of being renewed for a period of five years. There will be a 2.5% annual increase; however, this is below the average market rate. The Board members expressed their support for renewing.

Benefit Programs Statistics:

The statistical reports for benefit programs were mailed to the Board members for the months of January 2024 and February 2024. (See Attachments A & B)

- **Medicaid Unwinding:**

Due to Medicaid Unwinding, processing Medicaid renewals is time consuming. The agency is attempting to keep pace with the required number of renewals to be completed. The target deadline for completion is April 30, 2024. Marcy Bruce shared data from the DMAS (Public Facing Website) showing Stafford DSS has made progress and is on pace with other local agencies having completed approximately 81% of the renewals as of mid-March.

- **Energy Assistance/Percentage of Income Payment Program (PIPP):**

The Percentage of Income Payment Program (PIPP) helps eligible, low-income Dominion Energy/Appalachian Power households maintain their electric service by making utility bills more affordable on a year-round basis. Mr. Muse advised the Board that the VLSSE Executive Committee worked with members of the General Assembly to propose legislation that local administrative costs for PIPP are to be reimbursed from the PIPP Fund and not require a local match. Stafford DSS has received 94 PIPP applications since January 1, 2024.

FY 2025 County/State Budget:

On February 20th, the County Administrator presented his proposed FY 2025 budget to the Board of Supervisors. Two new positions for DSS and a 5% pay increase for all county employees were included in the proposal.

Mr. Muse advised the Board that the FY 2025 State Budget is awaiting Governor Youngkin's signature. In the Senate & House version, it does include funding to replace CommonHelp (web-based system used for clients to submit applications for DSS services), remove the local match for PIPP, extend the timeframe to spend Medicaid overtime funds through September 2024, funding for the social worker training academy, and a 3% pay increase for state supported, local employees.

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 – Devonne L. Johnson, Family Services Supervisor, presented to the Board for approval, the adoption of three children in Foster Care, pursuant to Virginia Code Section 2.2-3711 (A)(4)

Item #2 – Devonne L. Johnson, Family Services Supervisor, 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. English, seconded by Mr. Snellings, the Board approved the adoptions.

Item #2 – On a motion by Mr. Snellings, seconded by Mr. English, the Board approved the adoption.

Appreciation Month Activities:

Mr. Muse advised the Board of the celebration months for staff:

- February 2024 – Benefit Programs Specialists' Appreciation Month
- March 2024 – Family Services Specialists' Appreciation Month
- April 2024 – Administrative Professionals' Appreciation Month

Cookies will be served for all staff during their respective months along with a lunch or activity provided by DSS.

Recruitment Update:

Due to a resignation and a promotion, there are two vacant Family Services Specialist II (Adult Services/Adult Protective Services) positions. Two candidates are scheduled to begin employment on April 22nd and April 29th.

One candidate is scheduled to begin employment on April 1st to fill the vacant Family Services Specialist II (Foster Care) position.

Due to a promotion, there is a vacant Family Services Specialist II (In-Home) position. Interviews are scheduled to be conducted on March 27th.

Due to a competitive demotion, there is a vacant Family Services Specialist III (CPS) position. Applications are currently being accepted.

Due to an upcoming resignation in mid-April, there will be a vacant Benefit Programs Specialist II position. An ad is in process of being created.

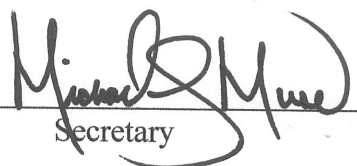
Mr. Muse advised the Board that Danny Avula, VDSS Commissioner, has resigned effective March 29th and Randy Vosburg, County Administrator has resigned effective April 5th.

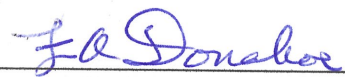
Next Meeting

The next Board meeting is scheduled for Monday, May 20, 2024 at 10:00 a.m. in the DSS/Procurement Conference Room. Mr. Muse recommended foregoing the April meeting. All Board members were in agreement.

As there is no further business, the Board adjourned.

Attest:


Secretary


Chairman

Board Report for January 2024

Attachment A

I. New Applications	Current Month	Prior Month
	Jan-24	Dec-23
SNAP	510	402
PA	119	77
Medicaid	549	540
TOTAL	1,178	1,019
II. Undercare		
SNAP	5,363	5,319
TANF	231	247
Medicaid	17,774	17,553
TOTAL	23,368	23,119
III. Repayments		
TANF	\$0.00	\$3,190.00
SNAP	\$2,140.95	\$3,398.88
Day Care	\$0.00	\$0.00
TOTAL	\$2,140.95	\$6,588.88
IV. SNAP Issued		
Household	4,925	4,130
People	11,879	11,820
Amount	\$2,121,185.00	\$2,085,744.00
Fuel/Crisis/Cooling		
Application	68	36
Denied	59	35
Approved	7	1
Pending	2	0
PIPP	22	0

Prior Year	Prior Year	3 Yr. Average
Jan-23	Jan-22	24,23,22
545	406	487
98	84	100
519	513	527
1,162	1,003	1,114
5,139	4,356	4,953
277	217	242
17,390	14,982	16,715
22,806	19,555	21,910
\$0.00	\$0.00	\$0.00
\$964.10	\$895.56	\$1,333.54
\$0.00	\$0.00	\$0.00
\$964.10	\$895.56	\$1,333.54
4,810	4,073	4,063
11,615	9,964	11,153
\$3,018,486.00	\$2,377,675.00	\$2,505,782.00
94	61	74
68	11	46
12	50	23
14	0	5
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 February 2024

Attachment B

I. New Applications	Current Month	Prior Month	Prior Year	Prior Year	3 Yr. Average
	Feb-24	Jan-24	Feb-23	Feb-22	24,23,22
SNAP	427	510	406	334	389
PA	97	119	74	66	79
Medicaid	405	549	342	309	352
TOTAL	929	1,178	822	709	820
II. Undercare					
SNAP	5,321	5,363	5,197	4,412	4,977
TANF	234	231	274	223	244
Medicaid	17,906	17,774	17,549	15,162	16,872
TOTAL	23,461	23,368	23,020	19,797	22,093
III. Repayments					
TANF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SNAP	\$1,317.62	\$2,140.95	\$1,455.31	\$918.20	\$1,230.38
Day Care	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$1,317.62	\$2,140.95	\$1,455.31	\$918.20	\$1,230.38
IV. SNAP Issued					
Household	4,846	4,925	4,865	4,164	4,625
People	11,772	11,879	11,692	10,221	11,228
Amount	\$2,073,218.00	\$2,121,185.00	\$3,136,644.00	\$2,484,587.00	\$2,564,816.33
Fuel/Crisis/Cooling					
Application	89	68	171	135	132
Denied	70	59	78	30	59
Approved	12	7	45	78	45
Pending	7	2	11	27	15
PIPP	72	22	N/A	N/A	N/A

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