

County of Stafford
Board of Social Services

Minutes

The Stafford County Board of Social Services held its regularly scheduled monthly meeting on Monday, November 24, 2025, 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; and Gary F. Snellings, Vice Chairman.

Member Absent: Darrell E. English, member Board of Supervisors.

Staff Present: Michael J. Muse, Director; Jodi P. Long, Administrative Office Manager; and Jennifer S. Frias, Administrative Analyst.

The following business was discussed and acted upon on November 24, 2025:

Approval of Minutes:

On a motion by Mr. Snellings, the minutes from the September 22, 2025, 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 September 2025 and October 2025:

	September	October
Number of Children in Care	80	70
Number of Approved Resource Homes	52	53
Number of Resource Homes in use	30	28

Mr. Muse reported the total number of children receiving adoption subsidy and/or supportive services from Stafford DSS for the months of September and October 2025:

September	October
81	81

The Board recognized Marcia Valle, Resource Home Coordinator, for her efforts to recruit and train local foster families for the children in the agency's care.

Benefit Programs Statistics:

The statistical reports for benefit programs were mailed out to the Board members for the months of September 2025 and October 2025. (See Attachments A & B)

- **SNAP Update:**

Due to the government shutdown, Governor Youngkin launched VENA (Virginia Emergency Nutrition Assistance) program, a temporary state-funded initiative to provide weekly food benefits to existing SNAP recipients ensuring no gap in food assistance until federal funds resumed. The program was paused once federal SNAP benefits were reinstated.

The continuing resolution (CR) passed by Congress and signed by the President funds the SNAP program through September 2026.

FY 2027 Budget Submission:

The FY 2027 proposed budget was submitted to the County Budget Office by the October 24th deadline. Due to funding changes associated with the “Big Beautiful Bill Act (OBBBA)”, Virginia faces an estimated \$90 million increase in annual state and local administration costs. Based on 2024 projections, the worst-case impact to Stafford County is approximately \$750,000 per year to maintain current service levels. The submitted budget reflects this need, outlining a \$753,000 decrease in federal and state revenues. To help offset the impact, the department identified \$20,000 in savings within existing operations. The proposal also includes a request for two additional Benefit Programs Specialist II positions, achieved in part by converting two existing part-time roles, helping to cover the net cost of one of the new positions. Mr. Muse continues to work closely with County Administration and the Budget Office as additional guidance and clarification become available.

Recruitment Update:

Due to a resignation, a promotion, and an internal transfer, there are three vacant Benefit Programs Specialist II positions. Interviews have been completed and two job offers have been made. Reference checks are in process for a third candidate.

Due to separation, there is a vacant Fraud Investigator II position. An internal candidate has been selected and will be promoted effective December 1st.

Due to a resignation, there is a vacant Self Sufficiency Supervisor. An internal candidate has been selected and will be promoted effective December 1st.

Due to retirement, there is a vacant Family Services Supervisor position. Finalist interviews are scheduled for November 21st.

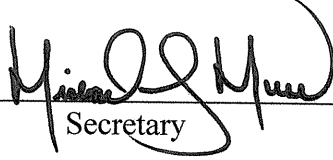
Due to resignation and an upcoming promotion, there are two vacant Office Associate II positions. Applications are being accepted.

Next Meeting

The next Board meeting is scheduled for Monday, December 22, 2025 at 10:00 AM. Due to the Christmas holiday, Mr. Muse proposed foregoing the December meeting and resuming the next regularly scheduled meeting on Monday, January 26, 2026 at 10:00 AM in the DSS/Procurement Conference Room. The Board agreed with this recommendation.

As there is no further business, the Board adjourned.

Attest: _____


Secretary


Chairman

I. New Applications	Current Month	Prior Month	Prior Year	Prior Year	3 Yr. Average
	Sep-25	Aug-25	Sep-24	Sep-23	24,23,22
SNAP	379	379	489	431	433
PA	92	87	103	101	99
Medicaid	439	433	550	433	474
TOTAL	910	899	1,142	965	1,006
II. Undercare					
SNAP	5,255	5,275	5,334	5,300	5,296
TANF	273	270	261	262	265
Medicaid	16,199	16,550	16,823	18,351	17,124
TOTAL	21,727	22,095	22,418	23,913	22,685
III. Repayments					
TANF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SNAP	\$917.82	\$909.72	\$1,623.19	\$1,213.19	\$1,251.40
Day Care	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$917.82	\$909.72	\$1,623.19	\$1,213.19	\$1,251.40
IV. SNAP Issued					
Household	4,873	4,919	4,891	4,770	4,845
People	12,109	12,192	11,973	11,585	11,889
Amount	2,088,456.00	2,129,498.00	\$2,088,314.00	\$1,983,357.00	\$2,053,376.00
Fuel/Crisis/Cooling					
Denied	0	116	6	0	2
Approved	0	87	5	0	2
LIHEAP Pending	7	0	0	0	2
LIHEAP Total	7	203	11	0	6
PIPP Approved	40	26	42	N/A	27
PIPP Denied	0	23	66	N/A	22
PIPP Pending	80	0	81	N/A	54
PIPP Total	120	49	189	N/A	103

from Data Warehouse system

Submitted by:

Cynthia Mabery, Benefit Programs Superviso

10/8/2025

I. New Applications	Current Month	Prior Month	Prior Year	Prior Year	3 Yr. Average
	Oct-25	Sep-25	Oct-24	Oct-23	24,23,22
SNAP	390	379	469	469	443
PA	93	92	118	121	111
Medicaid	449	439	517	490	485
TOTAL	932	910	1,104	1,080	1,039
II. Undercare					
SNAP	5,206	5,255	5,387	5,344	5,312
TANF	269	273	267	263	266
Medicaid	16,268	16,199	16,699	17,790	16,919
TOTAL	21,743	21,727	22,353	23,397	22,497
III. Repayments					
TANF	\$45.00	\$0.00	\$0.00	\$0.00	\$15.00
SNAP	\$7,998.98	\$917.82	\$1,283.19	\$1,085.93	\$3,456.00
Day Care	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$8,043.98	\$917.82	\$1,283.19	\$1,085.93	\$3,471.00
IV. SNAP Issued					
Household	4,816	4,873	4,973	4,886	4,892
People	11,998	12,109	12,190	11,783	11,990
Amount	2,106,847.00	2,088,456.00	\$2,124,859.00	\$2,156,363.00	\$2,129,356.30
Fuel/Crisis/Cooling					
Denied	2	0	20	15	12
Approved	9	0	77	55	47
LIHEAP Pending	170	7	181	2	118
LIHEAP Total	181	7	278	72	177
PIPP Approved	32	40	43	N/A	25
PIPP Denied	38	0	48	N/A	29
PIPP Pending	83	80	61	N/A	48
PIPP Total	153	120	152	N/A	102

from Data Warehouse system

Submitted by:

Cynthia Mabery, Benefit Programs Supervisor

11/12/2025