

County of Stafford
Board of Social Services

Minutes

The Stafford County Board of Social Services held its monthly meeting on Wednesday, February 18, 2026, 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 Darrell E. English, member Board of Supervisors.

Member Absent: Gary F. Snellings, Vice Chairman.

Staff Present: Michael J. Muse, Director; Marcy T. Bruce, Assistant Director; Ronald S. Lynch, Assistant Director; Harris W. Hawks, Family Services Specialist III; and Jennifer S. Frias, Administrative Analyst.

The following business was discussed and acted upon on February 18, 2026:

Approval of Minutes:

On a motion by Mr. English, the minutes from the November 24, 2025, Board meeting were approved as submitted.

Mr. English was voted and reappointed to a one-year term on the Stafford County Board of Social Services.

The State Board has designated the month of February as Benefit Programs Specialists Appreciation Month. Benefit Programs Specialists have been awarded a Certificate of Appreciation and 2 hours of administrative leave. The agency also provided cookies and an appreciation lunch.

Foster Care Statistics/Safe Kids Strong Families:

Mr. Muse reviewed with the Board statistical data relative to the foster care program. The following information was reported for the months of November 2025, December 2025, and January 2026:

	November	December	January
Number of Children in Care	69	62	60
Number of Approved Resource Homes	53	52	52
Number of Resource Homes in use	27	24	25

Mr. Muse reported the total number of children receiving adoption subsidy and/or supportive services from Stafford DSS for the months of November 2025, December 2025, and January 2026:

November
82

December
82

January
84

Safe Kids, Strong Families is a 2025 Virginia initiative led by Governor Youngkin to reform the child welfare system with a \$50M investment. It aims to enhance child safety, improve permanency, and support families through a 24/7 CPS intake system, increased kinship placements, and strengthened, higher-paid staff.

Legislation SB640 creates a centralized system for intake for reports and complaints of child abuse or neglect. The bill directs the Virginia Department of Social Services to be the agency responsible for the intake of reports and complaints of child abuse or neglect and specifies that the Department shall determine the validity of such reports and complaints. Under current law, local departments of social services are the agency responsible for the intake of reports and complaints of child abuse, and it determines the validity of such reports and complaints. The bill eliminates the requirement that local departments must be capable of receiving and responding to reports and complaints of abuse or neglect and instead requires that any complaint of child abuse or neglect received by a local department shall be immediately forwarded to the State Department's child abuse and neglect intake system. The bill has been sent back to committee for discussions. Mr. Muse will keep the Board updated.

Benefit Programs Statistics:

The statistical reports for benefit programs were handed out to the Board members for the months of November 2025, December 2025, and January 2026. (See Attachments A, B & C)

FY 2026 & 2027 Budgets:

In County FY2026, all county staff received a 2.75% pay increase that was effective January 1, 2026, and DSS received approval for a second Family Services (CPS) Supervisor position.

On December 17, 2025, Governor Youngkin presented his final budget proposal that included the changes to the SNAP funding formula from the "Big Beautiful Bill Act (OBBBA)." He included funding to keep the base budget at 84.5% Federal/State and 15.5% Local. Newly elected Governor Spanberger and the General Assembly can make changes to the proposed budget. There will still be a significant local budget impact for federal pass-through funding. Mr. Muse will keep the Board updated.

County Administrator Bill Ashton presented Stafford County's Proposed FY2027 Budget to the Board of Supervisors on February 17, 2026. In the proposed budget, there is a 4% pay increase for all staff countywide. The two positions requested by Social Services were not included in his proposal.

Closed Session:

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

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

Item #2 – Harris W. Hawks, Family Services Specialist III, presented to the Board for approval, the adoption of one child in Foster Care, pursuant to Virginia Code Section 2.2-3711 (A)(4)

Item #3 – 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, the Board exited closed session.

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

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

Recruitment Update:

All Benefit Programs Specialist II vacancies have been filled.

Interviews were completed on February 13, 2026, for a part-time Family Services Specialist II – Family Partnership Facilitator position. References are being checked.

Due to a promotion, there is a vacant Office Associate II position. The position is being readvertised.

Due to a promotion, there is a vacant Benefit Programs Supervisor position. An internal candidate was selected for promotion effective March 2, 2026.

Due to a resignation, there is a vacant Family Services Specialist II (APS) position. Finalist interviews are scheduled for February 19, 2026.

Due to a promotion, there is a vacant Family Services Specialist III (APS) position. First interviews are scheduled for February 20, 2026.

Applications are being accepted for the new Family Services Supervisor (CPS) position.

Due to a promotion, there is a vacant Administrative Program Assistant I position. Applications are being accepted.

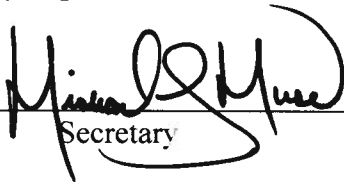
Due to a promotion, there is a vacant Program Coordinator position. Applications are being accepted.

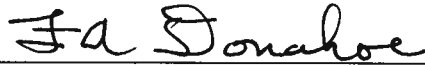
Next Meeting

The next regularly scheduled Board meeting will be held on Monday, March 23, 2026 at 10:00 AM in the DSS/Procurement Conference Room.

As there is no further business, the Board adjourned.

***Due to a scheduling conflict, there will not be a meeting in March. The next meeting will be Monday, April 13, 2026 at 10:00AM in the DSS/Procurement Conference Room.**

Attest: 
Secretary



NOVEMBER 2025

I. New Applications	Current Month	Prior Month	Prior Year	Prior Year	3 Yr. Average
	Nov-25	Oct-25	Nov-24	Nov-23	24,23,22
SNAP	312	390	414	377	368
PA	70	93	86	85	80
Medicaid	568	449	490	533	530
TOTAL	950	932	990	995	978
II. Undercare					
SNAP	5,083	5,206	5,352	5,327	5,254
TANF	265	269	260	252	259
Medicaid	16,187	16,268	16,792	17,965	16,981
TOTAL	21,535	21,743	22,404	23,544	22,494
III. Repayments					
TANF	\$0.00	\$45.00	\$0.00	\$0.00	\$0.00
SNAP	\$1,682.78	\$7,998.98	\$1,850.09	\$905.46	\$1,479.00
Day Care	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$1,682.78	\$8,043.98	\$1,850.09	\$905.46	\$1,479.00
IV. SNAP Issued					
Household	*N/A	4,816	4,957	4,822	*N/A
People	*N/A	11,998	12,116	11,667	*N/A
Amount	*N/A	\$2,106,847.00	\$2,093,514.00	\$2,089,087.00	*N/A
Fuel/Crisis/Cooling					
Denied	7	2	38	53	33
Approved	41	9	124	120	95
LIHEAP Pending	48	170	53	0	34
LIHEAP Total	96	181	215	173	162
PIPP Approved	9	32	26	0	12
PIPP Denied	4	38	25	0	10
PIPP Pending	136	83	85	0	74
PIPP Total	149	153	136	0	96

from Data Warehouse system

Submitted by:

Cynthia Mabery, Benefit Programs Supervisor

12/10/2025

*November SNAP Participation information is unavailable due to a system issue.

DECEMBER 2025

I. New Applications	Current Month	Prior Month	Prior Year	Prior Year	3 Yr. Average
	Dec-25	Nov-25	Dec-24	Dec-23	24,23,22
SNAP	358	312	396	407	387
PA	80	70	110	80	90
Medicaid	546	568	550	551	549
TOTAL	984	950	1,056	1,038	1,026
II. Undercare					
SNAP	4,887	5,083	5,354	5,322	5,188
TANF	249	265	256	249	251
Medicaid	16,093	16,187	16,857	17,572	16,840
TOTAL	21,229	21,535	22,467	23,143	22,279
III. Repayments					
TANF	\$0.00	\$0.00	\$0.00	\$3,190.00	\$1,063.00
SNAP	\$317.73	\$1,682.78	\$1,068.00	\$3,398.88	\$1,595.00
Day Care	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$317.73	\$1,682.78	\$1,068.00	\$6,588.88	\$2,658.00
IV. SNAP Issued					
Household	*N/A	*N/A	5,041	4,862	*N/A
People	*N/A	*N/A	12,395	11,820	*N/A
Amount	*N/A	*N/A	\$2,166,821.00	\$2,085,744.00	*N/A
Fuel/Crisis/Cooling					
Denied	63	7	39	35	46
Approved	188	41	3	1	64
LIHEAP Pending	44	48	20	0	21
LIHEAP Total	295	96	62	36	131
PIPP Approved	32	9	32	0	21
PIPP Denied	29	4	26	0	18
PIPP Pending	117	136	63	0	60
PIPP Total	178	149	121	0	99

from Data Warehouse system

Submitted by:

Cynthia Mabery, Benefit Programs Supervisor

1/14/2026

*November & December SNAP Participation information are unavailable due to a system issue.

January 2026

I. New Applications	Current Month	Prior Month	Prior Year	Prior Year	3 Yr. Average
	Jan-26	Dec-25	Jan-25	Jan-24	24,23,22
SNAP	354	358	457	551	454
PA	67	80	98	118	94
Medicaid	523	546	608	551	560
TOTAL	944	984	1,163	1,220	1,108
II. Undercare					
SNAP	4,844	4,887	5350	5,371	5,188
TANF	248	249	259	234	247
Medicaid	15,772	16,093	16,960	17,801	16,844
TOTAL	20,864	21,229	22,569	23,406	22,279
III. Repayments					
TANF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SNAP	\$832.09	\$317.73	\$1,012.00	\$2,140.95	\$1,328.35
Day Care	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$832.09	\$317.73	\$1,012.00	\$2,140.95	\$1,328.35
IV. SNAP Issued					
Household	n/a	n/a	4,966	4,925	n/a
People	n/a	n/a	12,156	11,879	n/a
Amount	n/a	n/a	\$2,106,118.00	\$2,121,185.00	n/a
Fuel/Crisis/Cooling					
Denied	66	63	39	59	55
Approved	8	188	7	7	7
LIHEAP Pending	55	44	29	2	29
LIHEAP Total	129	295	66	68	91
PIPP Approved	31	32	27	0	19
PIPP Denied	43	29	38	0	27
PIPP Pending	114	117	61	0	58
PIPP Total	188	178	126	0	104

from Data Warehouse system

Submitted by:

Cynthia Mabery, Benefit Programs Supervisor

2/7/2026

*November, December 2025 and January 2026 Snap Participation information is unavailable due to a system issue