

The Northampton County Board of Social Services met in the Board Room of the Social Services Building on August 20, 2019. The meeting was called to order at 9:00 am. Present were Edith Johnson, Chairman, John Williams, Vice Chair, H. Spencer Murray, Board Member & Mozella Francis, Director.

On a motion by Vice Chair Williams, the minutes of the July 16, 2019 meeting were approved with no noted changes. There was no public comment or correspondence.

The Board was provided a copy of the 2018-19 budget. The budget is right in line as predicted, with no notable outliers.

The Board was given a presentation on the 3rd QTR Agency Dashboard by Selene Brown, Family & Children's Program Supervisor & Kim Hudgins, Adult Programs Supervisor. Overall the Agency fared very well with only a couple areas in need of improvement. With 97.9% SNAP and 100% TANF cases processed on time, the Agency exceeded the state target on both. The Agency fell just shy of the 97% state target for Medicaid, but with new Benefits case worker hires, that percentage looks to increase over the coming months.

Mrs. Francis updated the Board on the Agency reviews. The Social Security Administrative Review went well, but the Agency has not received a final report on it yet. The ME/SNAP Review also went

well. A large sample is pulled for this review to get a detailed overview of the agency.

Mrs. Francis informed the Board about the difficulties in staffing the Agency. The position description and job advertisement for the Administrative Assistant position has been sent to the state and we are waiting on their approval. Mrs. Francis continues to advertise for case workers, but finding qualified candidates for the positions remains difficult.

Mrs. Francis and the Board discussed agency gun policy. Coming out of this discussion, Board Member Murray motioned to adopt an agency policy of no gun/weapon allowed in the Agency. Vice Chairman Williams seconded the motion.

The Board was notified of pending retirements. Olivia Collins, Family Services Supervisor, is scheduled to retire on January 1, 2020 and Judy Robbins, Office Manager, is scheduled to retire March 31, 2020.

On a motion by Board Member Murray, the Board went into Closed Session in accordance with Section 2.1-344 of the Code of Virginia, as amended, for the purpose of discussion or consideration of employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining appointees or employees of any public body.

The Board returned to Open Session.

On a roll call vote certifying to the best of each member's knowledge, only public matters exempted from the public meeting and in the original motion were discussed. The vote was Chairman Johnson: yes, Vice Chair Williams: yes, Board Member Murray: yes.

Mrs. Francis will be out of the office 9/10 for the Child Welfare Advisory Committee in Richmond, 9/15 – 9/17 for the VALHSO Conference in Hampton and 9/27 for the Housing Summit in Onancock.

The next Board meeting is scheduled for Tuesday, September 24, 2019 at 2:00 p.m.

The meeting was adjourned at 10:15 a.m.

Edith Johnson, Chairman
September 24, 2019

Attested by _____
Mozella F. Francis
Director

