



THE FRANKLIN COUNTY BOARD OF SOCIAL SERVICES MET IN REGULAR SESSION ON TUESDAY, May 23, 2023, AT 9:30 A.M. AT THE GOVERNMENT CENTER, 1255 FRANKLIN ST. ROCKY MOUNT VA

THOSE PRESENT: Sharon Tudor, Chairperson, Rocky Mount District Representative
Mark Young, Vice Chair, Gills Creek District Representative
Tommy Cundiff, BOS Member
Bill Gruchow, Union Hall District Representative
Kimberly Seagle, Snow Creek District Representative
B.W. Wright, Blackwater District Representative
Leslie Holden, Blue Ridge District Representative

OTHERS PRESENT: Anita "Toni" Turner, Director
Ashley Rutter, Assistant Director, Benefits Unit
Carol Craig, Assistant Director, Services Unit
Carolyn Furrow, DSS Attorney
Lee Sweeney, Senior Supervisor, Adult APS Services
Kathy Walker, Administrative Assistant II

MEETING WAS CALLED TO ORDER BY SHARON TUDOR, BOARD CHAIR

Pledge of Allegiance was led by Tommy Cundiff, BOS Representative

Invocation was given by Leslie Holden, Blue Ridge District Representative

ELECTION OF DSS CHAIR/FY 2023-2024

Sharon Tudor/Chair

(RESOLUTION #0 1-05-2023)

BE IT THEREFORE RESOLVED, by the Franklin County Board of Social Services to appoint Sharon Tudor, Rocky Mount District, to serve as Chairperson to the Franklin County Social Services Board.

MOTION BY: Mark Young

SECONDED BY: Tommy Cundiff

VOTING ON THE MOTION WAS AS FOLLOWS:

AYES: Gruchow, Holden, Seagle, Wright, Young, Cundiff, and Tudor

NAYES: None

ABSENT: None

ELECTION OF DSS VICE CHAIR/FY 2023-2024

Mark Young/Vice Chair

(RESOLUTION #02-05-2023)

BE IT THEREFORE RESOLVED, by the Franklin County Board of Social Services to appoint Mark Young, Gills Creek District Representative, to serve as Vice Chairman to the Franklin County Social Services Board.

MOTION BY: Kim Seagle

SECONDED BY: Bill Gruchow

VOTING ON THE MOTION WAS AS FOLLOWS:

AYES: Gruchow, Holden, Seagle, Wright, Young, Cundiff, and Tudor

NAYES: None

ABSENT: None

CONSENT AGENDA

-Approval of Minutes of March 28, 2023 - Minutes were incomplete and unavailable and were omitted from vote

SPECIAL CIRCUMSTANCES FOR BENEFITS, ADMINISTRATIVE AND SERVICES STAFF

Toni Turner, Director, reports that due to increased staff vacancies in Benefits, Administration, and Services noting all units with new hired staff are not trained as needed to independently manage their work/caseload, the Agency recommends continued allowance of the Special Circumstances/OT. Due to Medicaid Unwinding, the Agency received \$67,734 dollars to be used to pay all overtime for processing of Medicaid Unwinding overdue renewals. This money is 100% reimbursable through a new budget line 851.

ASSISTANT DSS AGENCY ATTORNEY

Anita "Toni" Turner, Director, and Sharon Tudor, Chair, talked with Carolyn Furrow, DSS Attorney, regarding the vacancy of the Assistant Attorney for DSS. After a number of contacts by Carolyn Furrow, Carolyn is bringing to the Board meeting as a recommendation for Board approval to appoint Mr. Shannon Cox as DSS Assistant Attorney. Mr. Cox will fill-in/represent the DSS agency in Carolyn's absence or as on a needed basis.

(RESOLUTION #0 3-05-2023)

BE IT THEREFORE RESOLVED, by the Franklin County Board of Social Services to approve the aforementioned Consent Agenda items, as presented.

MOTION BY: B.W. Wright

SECONDED BY: Bill Gruchow

VOTING ON THE MOTION WAS AS FOLLOWS:

AYES: Gruchow, Holden, Seagle, Wright, Young, Cundiff, and Tudor

NAYES: None

ABSENT: None

Home-Based Care Policy

Lee Sweeney, Senior Supervisor, Adult APS Services, reports per Virginia Code 63.2-1600, each local board shall provide for the delivery of home-based services that include homemaker, companion, or chore services that will allow individuals to attain or maintain self-care and are likely to prevent or reduce dependency, subject to the supervision and in accordance with regulations of the Commissioner for Aging and Rehabilitative Services as provided in Article 4 (§ 51.5-144 et seq.) of Chapter 14 of Title 51.5. Eligibility for such services shall be determined according to regulations of the Commissioner for Aging and Rehabilitative Services. Such services shall be provided to the extent that federal, or state matching funds are made available to each locality. This local policy creates a standard universal system of how Adult Services will operate. This policy was never completed in the past and DARS has requested Supervisor Sweeney and Director turner to create and get Board to approve. Supervisor Sweeney created this policy in conjunction with the DARS Adult Services Consultants utilizing DARS policy, process and best practice.

General discussion ensued. Home-based Care Policy will be reviewed and finalized in June.

DEPARTMENT UPDATE: SERVICES UNIT

Carol Craig, Assistant Director, Services Unit, reported for the SafeMeasures pull for the Board on 05/03/2023, SafeMeasures was showing 100% for CPS timeliness to victim contact.

Carol Craig, Assistant Director, Services Unit, reported Foster Care monthly visits were at 98% for 05/03/2023, with one missing visit, the child that is AWOL. The AFCARS-Approved Court Hearing Status was at 99%.

Carol Craig, Assistant Director, Services Unit, reported May is Foster Care Month and Adult Services Month. We appreciate both of our teams and acknowledge the hard work that they do!

DEPARTMENT UPDATE: BENEFITS UNIT

Ashley Rutter, Assistant Director, Benefits Unit, provided the following updates for the Benefits Unit to the Board:

Ashley Rutter, Assistant Director, Benefits Unit, provided the Board with an update of the APPTTrack compliance report for the month of April 2023 which reflects 100% for both expedited and non-expedited information.

Ashley Rutter, Assistant Director, Benefits Unit, reported the agency’s allocation for MC Unwinding funding for overtime in order to process overdue renewals for May 2023-April 2024 is \$66,087. In November, LDSS will receive a memo with specific dates for requesting additional funding or returning funding. The agency will be asked to project what funding is needed or not needed, and to submit those requests through BRS at that time.

Ashley Rutter, Assistant Director, Benefits Unit, reported now that the PHE has concluded, the SNAP work requirement will be reinstated effective July 1, 2023. Work Requirement regulations mandate that individuals between the ages of 18 and 59 years old (or aged 16 or 17 and head of their household) who are non-exempt* and who receive SNAP benefits must Work for salary or hourly pay at least 30 hours per week or receive weekly earnings equivalent to 30 hours per week times the federal minimum wage. State notifications have been mailed to recipients who may be impacted by the SNAP work requirement. Training will take place on 5/17/2023 for our agency in regard to implementing this policy.

Ashley Rutter, Assistant Director, Benefits Unit, reported the monthly call log report reflects a total of 1,872 total calls for the month of April.

SAFE MEASURES REPORT

Mark Young, Vice Chair, Gills Creek District Representative, advised the Board that while the State has suspended distribution of the Dashboard pending changes, SafeMeasures reports continue to track the Agency’s ongoing changes in performance.

Notable: Second month in a row all three categories scored above state goals.

First contact passed state goal 11 out of 12 months in 22-23 calendar.

		Jan	Feb	March	April		
Timeliness of First Contact	Goal > 95%	extracted	extracted	extracted	extracted		
With Victim		02.06.23	03.05.23	04.04.23	05.02.23		
Contacted Timely		100.0%	86.3%	98.6%	100.0%	←←←←←	Goal > 95%
Not Timely		0.0%	13.7%	1.4%	0.0%		
Count		62	51	71	38		

Foster Care Visits Pass State Goal for 8th Consecutive Month

		extracted	extracted	extracted	extracted		
Monthly Foster Care Visits	Goal > 95%	02.06.23	03.05.23	04.04.23	05.02.23		
Contact made		98.8%	98.8%	98.7%	98.7%	←←←←←	Goal > 95%
Contact Missing		1.2%	1.2%	1.3%	1.3%		
Count		86	81	79	76		

AFCARS Hearing Status Passes State Goal for third Consecutive Month

		extracted	extracted	extracted	extracted		
AFCARS Approved		02.06.23	03.05.23	04.04.23	05.02.23		
Court Hearing Status	Goal > 95%	02.06.23	03.05.23	04.04.23	05.02.23		
Current		86.6%	98.6%	95.1%	98.5%	←←←←←	Goal > 95%
Not Current/Not found		*13.4%	1.4%	4.9%	1.5%		
Count		82	73	61	68		*all documented in OASIS

DIRECTOR’S REPORT/STAFF VACANCY REPORT:

Anita Turner, Director reviews the Vacancy Report at each Board Meeting reviewing the number of vacancies, interviews in process, and answering any questions asked by Board members.

Director, Anita Turner, provided the Board with the following staff vacancy update:

Vacancy Time Period: April 16, 2023 - May 15, 2023

Total Agency Vacancies as of 05/15/2023:

Services Division - 4 (3 Family Services Specialist I & 1 Family Services Specialist III)
Benefits Division - 2 (1 Benefits Program Specialist Trainer & 1 Benefits Program Specialist IV)
Administration Division - 3 (2 Human Services Assistant III & 1 Administrative Coordinator I)

Recruitment completed: Benefits Program Specialist IV (#71012) - with 3 eligible applicants for interview, with 3 interviewed.

Offer made: 1

Hired: 1 with start date 06/01/2023

Recruitment completed: Family Services Specialist I (#71020, #52, #71016) - with 8 eligible applicants for interview, with 3 interviewed.

Offer made: 3 possible, interviews were held 05/09/2023

Hired: TBD - Interviews were held 05/09/2023

Recruitment completed: Family Services Specialist IV (#71019) - with 2 eligible applicants for interview, with 2 interviewed.

Offer made: 1

Hired: 1 with start date of 05/01/2023

Current Postings:

Family Services Specialist III

Human Services Assistant III

Future Postings:

Training Specialist

Administrative Coordinator I

New Hires:

None

Promotions:

Ashley Ferguson - Family Services Specialist IV (05/01/2023)

Contract Worker:

Ashleigh Martines BPS IV for Long Term Care Unit

Separations:

Roseann Stedman (Termination 05/08/2023)

Retirements:

None

Other Matters by Board Members:

There were no other matters before the Board.

CLOSED SESSION:

(RESOLUTION #04-05-2023)

BE IT THEREFORE RESOLVED, by the Franklin County Board of Social Services to go into closed session in accordance with 2.2-3711a-1, personnel, a-7, consult with legal counsel and a-29 contracts, of the Code of Virginia, as amended.

MOTION BY: Tommy Cundiff
SECONDED BY: Leslie Holden
VOTING ON THE MOTION WAS AS FOLLOWS:
AYES: Gruchow, Holden, Seagle, Wright, Young, Cundiff, and Tudor
NAYES: None
ABSENT: None

Sharon Tudor, Chair, called the meeting to order.

(RESOLUTION #0 5-05-2023)

BE IT THEREFORE RESOLVED, by the Franklin County Board of Social Services and certified by a recorded vote that, to the best of each Franklin County Board of Public Welfare member's knowledge, only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the motion authorizing the closed meeting were heard, discussed, or considered in the closed meeting in accordance with 2.2-3712 Closed Meetings Procedures; certification of proceedings, of the Code of Virginia, as Amended.

MOTION BY: Bill Gruchow
SECONDED BY: Tommy Cundiff
VOTING ON THE MOTION WAS AS FOLLOWS:
AYES: Cundiff, Gruchow, Seagle, Wright, Young, Holden, and Tudor
NAYES: None
ABSENT: None

(RESOLUTION #06-05-2023)

BE IT THEREFORE RESOLVED, by the Franklin County Board of Social Services to authorize Sharon Tudor, Chair, to execute the employment contract with Woods Rogers Attorney Firm, as reviewed in closed session.

MOTION BY: Tommy Cundiff
SECONDED BY: Leslie Holden
VOTING ON THE MOTION WAS AS FOLLOWS:
AYES: Gruchow, Holden, Seagle, Wright, Young, Cundiff, and Tudor
NAYES: None
ABSENT: None

Sharon Tudor, Chair, adjourned the meeting until June 27, 2023.

Chairperson

Secretary