PRINCE WILLIAM COUNTY
BOARD OF SOCIAL SERVICES
MEETING MINUTES
February 19, 2013
Sudley North Government Center – McCoy Conference Room

BOARD MEMBERS PRESENT:
Hilda Barg
Margaret Covington
Kevin Raymond
Hammad Khan
Gregory White
Scott Weible

MEMBERS ABSENT:
George Orr
Muneer Baig

STAFF MEMBERS PRESENT:
Janine Sewell
Kay Taylor
Lisa Tatum
Phyllis Jennings-Holt
Levi Bass
Charles Toothman
Victor Evans
Linda Meier
Michelle Kuhn
Jennifer Yowell

The meeting was formally convened at 6:29 p.m. by Vice Chairman Hilda Barg.

MINUTES:
MOTION by Mr. White and seconded by Mrs. Covington to approve the minutes of February 5, 2013. Motion passed.

CITIZENS’ TIME:
No citizens present.

PRESENTATION:
P-1 Fraud Program – Jennifer Yowell, Supervisor

Lisa Tatum introduced Jennifer Yowell and Michelle Kuhn to the Board. A hand-out was given out to the Board outlining information on the Fraud Program. If a benefits recipient commits fraud, a first offence will lose them their benefits for one year; a second offence will cost them a loss of benefits for 2 years; and, a third act of fraud disqualifies them forever. Kevin Raymond asked if the Fraud Team is adequately staffed. He was informed that no, they are not and if they had more staff they could do more to stop fraud. In addition, there is some fraud work that is not being done timely due to a lack of staff. Jennifer went over the fraud statistics with the Board. They are
hoping to get to use the Nexis Lexis system to help them with their investigations. Scott Weible stated that Nexis Lexis would be a highly cost effective and efficient tool for fraud investigations.

CONSENT AGENDA:
None.

ACTION ITEMS:
None.

DISCUSSION:
D-1 Budget Update – Charles Toothman
Charles Toothman discussed the Budget update information through the period ending January 31, 2013 with the Board. The mid-year adjustment request went to BOCS today and was passed. A question was asked about the allocation of funds and if we have enough under each budget line item to do the job intended, and, if not, can monies be moved around. The local money can be moved around if necessary, but state and federal monies cannot.

Kevin Raymond asked about the budget that went to BOCS and noted that the Homeless Services budget went down substantially and wondered why. Charles explained that the HIP Program and the grant money we received for running it will no longer be part of Homeless Services’ budget. The HIP Program is being run by Northern Virginia Family Services (SERVE) who will now be providing those services. This will not result in any changes to DSS Homeless Services.

DIRECTOR’S TIME
DT-1 FY14 Budget Update
Melissa Peacor presented her budget to BOCS last Tuesday which included 2 CPS and 2 APS positions in it, in addition to other county positions, all deemed critical needs positions. Concerns by some BOCS member will be addressed at the upcoming presentation.

At today’s meeting, BOCS settled on an advertised 3.5 percent tax rate. The final rate will be debated over the next many weeks but cannot go up-- only down. Supervisor Candland wants a flat tax and gave a presentation on how to get there. Melissa Peacor had previously given a presentation showing effects of cuts to 3%, 2% and 1%.

Janine told BOSS that we would send them a copy of the March 5 presentation to BOCS at the end of the week or by early next. Hammad Khan feels that when we make our presentation and explain to BOCS and Supv. Stewart what our numbers mean, it will be much clearer to them.
BOCS had also asked for an explanation of every department’s vacancy numbers. 33% of vacant positions in the County are being advertised, 50+% are in the process of being filled, and 16% are just sitting there (for various reasons). The biggest reason for long-term vacancies is due to both the background checks required for some positions and also to the difficulty of hiring for DOIT due to a lot of competition. DSS currently has 17 vacant slots but the majority are either in the interviewing process, or of being filled, and 2 positions are in the process of being reclassified. We have a 4% vacancy rate at DSS. We had to write up what the impact to the Department would be if we lost a position- we must now report monthly.

DT-2 Legislative Update
The Virginia Senate passed a budget that would pass Medicaid expansion but it still has to go to the Governor.

ANNOUNCEMENTS
Kay Taylor – Kay held a Child Advocacy meeting at Sudley North last week which Hilda Barg attended. Hilda Barg and Kay are planning to take a field trip to Norfolk to check out a Child Advocate Center. A Child Advocate Center is composed of a multi-disciplinarian team that deals with intervention and child abuse prevention. A committee has been formed and is conducting research on what it would take to set up a CAC. The strategy is to reduce child abuse and neglect numbers in the County.

Phyllis Jennings-Holt -- made recommendations for hiring 5 positions in CPS.
Tomorrow they will start interviews for an APS manager. In March DSS will celebrate Social Work Month with their Celebration happening on March 22.

Levi Bass -- Molinari Shelter news. Shortly after 10 last night kids became unruly with the staff. An employee was assaulted by one of the girls but is alright. Because the staff failed to de-escalate the situation, 5 youths left the facility unsupervised, stole a truck and ran it into somebody’s house. No one was injured. All the kids have been apprehended and detained at JDC. Board asked to be kept informed.

Follow up on Hilda Barg Center: Have been out to the center twice since the last BOSS meeting in order to become more familiar with the facility and the staff. Talked to them about the staffing pattern – there is only 1 staffer in the evening with up to 35 people in residence. VOA is not releasing checks fast enough for re-housing grant. Last Wednesday, Greg White helped put together an audit tool for the homeless shelters. The audit tool will ensure that VOA is compliant with the requirements of the contract to operate the shelter. Mr. White gave a brief overview about the tool to the board.

VOA asked if they could have one director for both the Hilda Barg Center and for a Loudon County facility. The Board said to tell them, NO. There needs to be 2 staff there at all times. There also needs to be a full-time Director on site.
Victor Evans -- 100 Best Communities for Young People competition ran out of money so there will not be a competition this year. Disappointed as he wanted another PWC win for the 4th time.

**BOARD MEMBER’S TIME**
Kevin Raymond -- said there was a Washington Post article about the State shutting down facilities for the disabled and how it might affect DSS. Janine said we will get 5 new positions to deal with the fall out.

Hilda Barg -- enjoyed working on the Strategic Plan, the Child Advocacy meeting, and the meeting with Mr. Nohe. She also dropped in on the Hilda Barg Center last Saturday and could see a little improvement as far as the cleanliness. Talked a little more about her and Kay’s trip to Norfolk to check out the CAC center there.

**EXECUTIVE SESSION:**
None.

**ADJOURNMENT:**
**MOTION** by Mr. Kahn and seconded by Mr. White to adjourn the meeting at 8:12 p.m. Motion passed. Meeting adjourned.

George H. Orr, Chairman
Prince William County
Board of Social Services

Janine M. Sewell, Director
Prince William County
Department of Social Services