PRINCE WILLIAM COUNTY
BOARD OF SOCIAL SERVICES
MEETING MINUTES
October 16, 2012
Sudley North Government Center – Jean McCoy Room

BOARD MEMBERS PRESENT:
George Orr
Hilda Barg
Margaret Covington
Kevin Raymond
Gregory White
Scott Weible

MEMBERS ABSENT:
Muneer Baig
Hammad Khan

STAFF MEMBERS PRESENT:
Kay Taylor
Levi Bass
Lisa Tatum
Victor Evans
Charles Toothman
Linda Meier
Jayne Frelin
Ellen Chang

The meeting was formally convened at 6:30 p.m. by Chairman George Orr.

MOTION
MOTION by Ms. Barg and seconded by Mr. White to approve the minutes of October 2, 2012. Motion passed.

CITIZENS’ TIME:
No citizens present.

PRESENTATION:

P-1 Seat Management Fees, Tom McQuillan, Chief Information Officer, DOIT
Mr. McQuillan gave an informative and interesting presentation on the role of DOIT as a County agency and explained how fees to the different Departments are assessed. DOIT provides 155 different services to PWC. Mr. McQuillan informed us that October is Cyber Security Month and that we should ‘Stop, think, connect’.
P-2 Bridges Program and Baby Shower – Ellen Chang, CPS and Jayne Frelin, JDC
Jayne Frelin and Ellen Chang told the Board about the collaboration between JDC and the
Bridges Program. Jayne Frelin put volunteers/donators in contact with Ellen Chang and a
baby shower was organized for participants in the Bridges Program. The new mothers and
mothers-to-be received much needed baby items.

**ACTION ITEMS:**
A-1 Accept, Budget and Appropriate In The FY12 Department of Social Services Budget
A One-time net Revenue and Expenditure Increase of $5,635 for Adult Protective Services,
State Budget Line 895

Charles Toothman went over the reasons for the needed expenditure increase. Asked for
and received $5,635.00 from the State. Unusual because we usually do not get extra
money, but we asked and we received!

**WHEREAS,** the Department of Social Services has received supplemental
funding for the Adult Protective Service program from the Virginia Department of Social
Services and

**WHEREAS,** these funds are needed for program services that are time
sensitive and should be budgeted and appropriated for the continuation of service delivery
at DSS, and

**WHEREAS,** the Finance department has verified the award of funds
substantiating the budget and appropriation request of $5,635 for the Department of Social
Services, and

**NOW, THEREFORE, BE IT RESOLVED** that the Prince William Board
of Social Services does hereby Accept, Budget and Appropriate in the FY13 Department
of Social Services Budget A One-Time Net Revenue and Expenditure Increase of $5,635
For Adult Protective Services, State Budget Line 895.

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**TOTAL REVENUE BUDGET INCREASE**

**$5,635**

**EXPENDITURE BUDGET INCREASE:**
MOTION by Ms. Barg and seconded by Mr. White to approve. Motion passed by unanimous vote.

DISCUSSION:
D-1 Legislative Breakfast—George Orr

Mr. Orr discussed with members the low turnout at this event for the last couple of years. Instead of having a breakfast, it was suggested that a letter be sent out to each legislator telling them that Board member(s) would like call on them before the next legislative session to go over some bullet items important to DSS. Linda Meier was asked to draft a letter and send out to the Board to look over.

DIRECTOR’S TIME
Kay Taylor, Deputy Director, spoke on behalf of Ms. Sewell this date. Janine Sewell was appointed to the community action agency, People Inc., today at the BOCS meeting. It’s a new service to our area. The Board would like more information when we get it.

Janine has been busy working on the facilitator dog project—things are going well.

Janine asked that Kay convey her apologies for not being at the meeting this evening.

ANNOUNCEMENTS
Levi Bass- The Drop In Center will be closed this week for cleaning to get it ready for the opening of the Winter Shelter.

Lisa Tatum – the Governor issued a press release about the CommonHelp system. We are starting to see an uptake in applications. We are getting more TANF applications then we normally do.

Kay Taylor- Adoption Day is November 17—11 children will be adopted that day-- all are the County’s children. Staff has been working really hard in spite of their heavy caseloads.

We have 2 vacancies in services, 6 in BECC and 1 in Residential and 1 in Finance.

Victor Evans - Nov 20 and 27th are the dates for BOCS to determine the tax rate.

BOARD MEMBER’S TIME
Greg White – Roadside Development contacted him. The property manager is a colleague of his. They are going to dedicate a fountain at the new Potomac Town Center. Greg was asked if
he had any thoughts or suggestions as to whom money collected in the fountain should go to. They prefer a 503-C corporation in Prince William County. There will be a formal dedication next month. The Board wants to give it to ACTS and then have the option to change who receives it next year if they want to. Greg is going to handle.

Margaret Covington-- mentioned that the Family Community Group has been doing some things for Birmingham Green. She made 86 pillows to put in wheelchairs. Other ladies made blankets for residents. Birmingham Greene needs a lot of things. Cane cover is one idea she mentioned.

Hilda Barg--the Housing Committee got 10 vouchers for veterans; 8 have been housed and they are working on the other two.

**ADJOURNMENT:**
**MOTION** by Ms. Barg and seconded by Mr. White to adjourn the meeting at 8:05 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