

4103

ON AUGUST 15, 2023 THE FOLLOWING DIRECTOR'S ACTIONS WERE APPROVED:

Schedule of Actions for Emergency Assistance, General Relief, Auxiliary Grants, Aid to Dependent Children in Foster Care, Special Needs Adoption, Independent Living, and Purchase of Services:

Actions:	175	Pages	23
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Disbursements of Special Welfare Funds:	\$ 8,687.45
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Welfare receipts (Administration, Fraud, TANF, Fuel Assistance, Medicaid, Food Stamps, General Relief, APS, CPS, Foster Care, Grants):

Receipt No's: 1162298 - 1162351	\$ 36,335.65
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Payment for Payroll and Administrative Payments as follows:

Payroll

JULY 14, 2023	\$ 126,253.35
JULY 21, 2023	\$ 422.12
JULY 31, 2023	\$ 190,676.31
TOTAL	\$ 317,351.78

Administrative Payments:

Warrant No.	201353 - 201359	\$ 2,338.86
	201360 - 201374	\$ 6,428.12
	201588 - 201611	\$ 104,372.56
	201681	\$ 25.00
	TOTAL	\$ 113,164.54

RATINGS COMPLETED:

NONE

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INTO CUSTODY:

21220791

OUT OF CUSTODY:

20341129 20923296 21099358 21130872 21205658

DISCUSSION HELD:

ADMINISTRATIVE BOARD MEETING HELD ON July 18, 2023:

PRESENT:

Eddie Sturgill, Vice Chairman
Vern Presley, Attorney
Greg
Rowe
Lynn Smith
Hassell
Bailey
Marcella Watson, Director
Andrea Randolph

ABSENT:

Harold H. Fuller
Amanda Blankenship

Eddie Sturgill, Board Vice-Chairman called the meeting to order at 6:00 P.M.

Greg Rowe made a motion to approve the agenda, seconded by Hassell Bailey, and by unanimous voice vote, the motion passed.

Lynn Smith made a motion to approve the June 21, 2023, minutes, seconded by Hassell Bailey, and by unanimous voice vote, the motion passed.

Greg Rowe made a motion to approve agency expenditures, seconded by Hassell Bailey, and by unanimous voice vote, motion passed.

DIRECTOR'S DISCUSSION:

Director Watson updated the Board on the following:

- The agency is continuing our efforts to recruit new workers

- We have had one in office promotion; Sharon Stevenson has been promoted to the Screener Scanner position and Christina Blankenship has been hired to replace her
- An offer has been extended to a young man for a Family Services Specialist position; his wife is a student at the law school, and we are currently waiting on his background check and drug screen to be returned
- There is still no approval on the Whitewood flood project; they are apparently trying to decide what "pot of money" the funding would come from.
- With regard to the donation of desks to the Harman Christian Academy, we found out that the county no longer has a "surplus", and the desks that had been previously replaced were crushed. Once the other desks are replaced, we will keep 4 or 5 of the better ones and notify them to come and pick them up.

OLD BUSINESS:

None

NEW BUSINESS:

Director Watson advised that the agency has implemented a new vehicle inspection sheet and explained to them the process. She added that the keys are now in a lock box and that a supervisor has to get the worker a key. She also explained that the agency's fleet has been categorized for trips either in county or out of the county due to several of the vehicles have higher mileage. A question was posed regarding multiple out of town trips; Director Watson explained that for those children who live outside of Buchanan County, there is a rotating schedule for workers to conduct the out-of-town visits.

Eddie Sturgill moved to discuss personnel and legal counsel, Hassell Bailey made a motion for the Board to move into closed session pursuant to 2.2-3711-A1 and 2.2-3711-A8. Lynn Smith seconded this motion, and by unanimous voice vote of the Board, the motion passed.

The Board moved out of closed session upon motion by Hassell Bailey, seconded by Lynn Smith, and by unanimous roll call vote of the Board stipulated that nothing was discussed in closed session except what the Board went into closed session for.

CERTIFICATION OF CLOSED SESSION

WHEREAS, The Buchanan County Department of Social Services Administrative Board has convened on July 18, 2023, pursuant to an affirmative-recorded vote in accordance with the provision of the Virginia Freedom of Information; and **WHEREAS**, 2.1-3711 of Virginia requires a certification by the Administrative Board that such closed session was conducted in conformity with Virginia Law.

NOW THEREFORE, BE IT RESOLVED that the Buchanan County Department of Social Services Administrative Board certifies by the roll call vote of Eddie Sturgill, Hassell Bailey, Greg Rowe and Lynn Smith that to the best interest of each member's knowledge, only matters identified in the motion convening the closed meeting were heard, discussed or considered by the Buchanan County Department of Social Services.

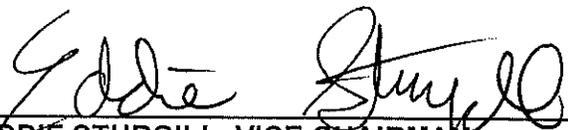
Hassell Bailey made a motion to approve the 5% raise effective July 1, 2023, seconded by Greg Rowe, and by unanimous voice vote, the motion passed.

EDDIE STURGILL, VICE CHAIRMAN

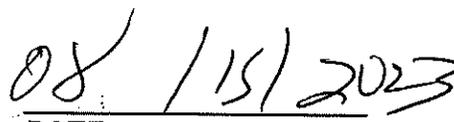
DATE

The next Board meeting will be August 15, 2023, in the conference room at Social Services. Before adjourning Director Watson reminded board members that Ms. Linda Boyd would be presented with a plaque for her service. She and Tim Hess will be present at the board meeting next month.

Greg Rowe made a motion to adjourn, Hassell Bailey seconded this motion, and by unanimous voice vote, the motion passed.



EDDIE STURGILL, VICE CHAIRMAN



DATE



MARCELLA WATSON, DIRECTOR



DATE