

4107

ON SEPTEMBER 19, 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:	141	Pages	18
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Disbursements of Special Welfare Funds:	\$ 23,617.49
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Welfare receipts (Administration, Fraud, TANF, Fuel Assistance, Medicaid, Food Stamps, General Relief, APS, CPS, Foster Care, Grants):

Receipt No's: 1162357 - 1162384	\$ 45,481.80
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Payment for Payroll and Administrative Payments as follows:

Payroll

AUGUST 15, 2023	\$ 124,587.59
AUGUST 31, 2023	<u>\$ 199,638.63</u>
TOTAL	\$ 324,226.22

Administrative Payments:

Warrant No.	201709 - 201715	\$ 2,463.52
	201737 - 201752	\$ 6,065.05
	202016 - 202034	<u>\$ 112,844.89</u>
	TOTAL	\$ 121,373.46

RATINGS COMPLETED:

Position #:105, Blackburn, Kayla, Family Services Specialist II

4108

INTO CUSTODY:

21150889

OUT OF CUSTODY:

20725631

DISCUSSION HELD:

ADMINISTRATIVE BOARD MEETING HELD ON August 15, 2023:

PRESENT:

Eddie Sturgill, Vice Chairman

Vern Presley, Attorney

Greg Rowe

Hassell Bailey

Lynn Smith

Amanda Blankenship

Marcella Watson, Director

Holly McClanahan, Admin. Clerk

Andrea Randolph Admin. Services Manager

Linda Boyd

ABSENT:

Harold H. Fuller

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

Director Marcella Watson presented Board member Linda Boyd with a thank you plaque for her retirement from the Board.

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 July 18, 2023, minutes, seconded by Greg Rowe, and by unanimous voice vote, the motion passed. Amanda Blankenship was not present for the July 18, 2023, meeting so she abstained.

Amanda Blankenship made a motion to approve agency expenditures, seconded by Lynn Smith, and by unanimous voice vote, motion passed.

Director Watson stated the agency is continuing their efforts on recruiting and the agency currently has fifty-six (56) employees. Director Watson stated on August 16, 2023, four new hires will be starting, and the agency will have sixty employees, leaving only four vacant positions at the agency. Director Watson advised that we currently have two staff members on medical leave and one staff member that might be going to the school system at the beginning of September.

OLD BUSINESS:

None

NEW BUSINESS:

Director Watson stated Vanessa Charles will be coming to the agency on August 16, 2023, to discuss Health Insurance with all staff. Additionally, she stated that she had a meeting with County Administrator Craig Horn who advised that the dental insurance would remain the same for a year, and that each entity will be meeting with their staff to determine whether they're using "in network" or "out of network" dentists, as the county considers a switch to Delta Dental Insurance. Director Marcella Watson stated Holly McClanahan will be going to the Appalachian School of Law for professional day on August 22, 2023.

Eddie Sturgill moved to discuss personnel and legal, 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 Greg Rowe, 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 August 15, 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 roll call vote of Greg Rowe,

Amanda Blankenship, Lynn Smith, Hassell Bailey, and Eddie Sturgill 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.

Eddie Sturgill
EDDIE STURGILL, VICE CHAIRMAN

1-30-24
DATE

The next Board meeting will be September 19, 2023, in the conference room at Social Services.

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

Eddie Sturgill
EDDIE STURGILL, VICE CHAIRMAN

1-30-24
DATE

Marcella J. Watson
MARCELLA WATSON, DIRECTOR

1-30-24
DATE