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ON OCTOBER 9, 2024 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:

(AUGUST EXPENDITURES)

Actions: 295 Pages 38

Disbursements of Special Welfare Funds: \$ 2,341.47

Welfare receipts (Administration, Fraud, TANF, Fuel Assistance, Medicaid, Food Stamps, General Relief, APS, CPS, Foster Care, Grants):

Receipt No's: 1162916 - 1162929 \$ 2,474.15

Payment for Payroll and Administrative Payments as follows:

Payroll:

AUGUST 15, 2024	\$ 122,427.28
AUGUST 30, 2024	\$ 194,228.02
TOTAL	\$ 316,655.30

Administrative Payments:

Warrant No. 206531	\$ 258.30
206532	\$ 5,190.09
206589 - 206603	\$ 14,377.65
206604 - 206607	\$ 807.35
206816 - 206832	\$ 103,330.30
206834	\$ 120.00
206908	\$ 80.00
TOTAL	\$ 124,163.69

RATINGS COMPLETED:

Position#:104, Lott-Khan, Naeem, Family Services Specialist II
Position#:106, Campbell, Kandi, Family Services Supervisor

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Cont'd of Ratings:

Position#:513, Stepp, Erica, Benefit Programs Specialist II
Position#: 515, Owens, James, Family Services Specialist II
Position#:556, Rife, Caitlyn, Benefit Programs Specialist II

INTO CUSTODY:

21235080

OUT OF CUSTODY:

21130872

(SEPTEMBER EXPENDITURES)

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: 294 Pages 38

Disbursements of Special Welfare Funds: \$ 4,660.00

Welfare receipts (Administration, Fraud, TANF, Fuel Assistance, Medicaid, Food Stamps, General Relief, APS, CPS, Foster Care, Grants):

Receipt No's: 1162930 - 1162990 \$ 36,604.91

Payment for Payroll and Administrative Payments as follows:

Payroll:

SEPTEMBER 13, 2024	\$ 124,199.07
SEPTEMBER 30, 2024	<u>\$ 174,901.99</u>
TOTAL	\$ 299,101.06

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Administrative Payments:

Warrant No.	206934 - 206948	\$	4,875.21
	206949 - 206962	\$	6,736.37
	206963	\$	200.00
	207003	\$	491.34
	207208 - 207221	\$	<u>99,543.75</u>
	TOTAL	\$	111,846.67

RATINGS COMPLETED:

Position#:201, Blankenship, Tonya, Family Services Specialist II
Position#:623, Stiltner, Joan, Family Services Specialist IV

INTO CUSTODY:

21211266 (7) 21235740

OUT OF CUSTODY:

21188676

DISCUSSION HELD:

ADMINISTRATIVE BOARD MEETING HELD ON October 9, 2024:

PRESENT:

Craig Horn, Administrative Board
Marcella Watson, Director
Holly McClanahan, Administrative Board Clerk
Sandi Foster, Accountant

Craig Horn called the meeting of the Administrative Board to order at 10:00AM

Mr. Horn approved the agenda as presented.

Mr. Horn approved the minutes of the August 14, 2024, meeting.

Mr. Horn approved agency expenditures.

Director Discussion

Director Marcella Watson provided information on agency events, but nothing was proposed, deliberated, or decided.

Old Business

No Old Business

New Business

Director Marcella Watson requested approval to sell the following vehicles: 2014 Silver Chevy Impala, 2017 Black Ford Explorer, 2011 White Chevy Impala, and 2014 Black Jeep Compass. Mr. Horn approved for the agency to sell the following four vehicles: 2014 Silver Chevy Impala, 2017 Black Ford Explorer, 2011 White Chevy Impala, and 2014 Black Jeep Compass.

Mr. Horn moved to discuss personnel in closed session pursuant to 2.2-3711-(A)(1).

Mr. Horn moved out of closed session 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 October 9, 2024, 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 Mr. Horn certifies to the best interest of his knowledge only matters identified in the motion convening the closed meeting were heard, discussed, or considered by the Buchanan County Department of Social Services.

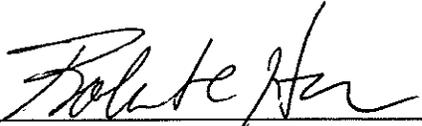


ROBERT C. HORN, ADMINISTRATIVE BOARD 12/10/24
DATE

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The next Board meeting will be December 11, 2024, at 10:00AM in the conference room at Social Services.

The meeting adjourned.



ROBERT C. HORN, ADMINISTRATIVE BOARD

12/10/24
DATE



MARCELLA WATSON, DIRECTOR

12.10.24
DATE