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ON FEBRUARY 20, 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:

Actions:	155	Pages	21
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Disbursements of Special Welfare Funds:	\$ 31,704.46
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Welfare receipts (Administration, Fraud, TANF, Fuel Assistance, Medicaid, Food Stamps, General Relief, APS, CPS, Foster Care, Grants):

Receipt No's: 1162565 - 1162594	\$ 15,764.20
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Payment for Payroll and Administrative Payments as follows:

Payroll

JANUARY 12, 2024	\$ 130,442.09
JANUARY 31, 2024	\$ 197,434.80
TOTAL	\$ 327,876.89

Administrative Payments:

Warrant No.	203641	\$ 1,511.06
	203642 - 203650	\$ 18,816.06
	203697 - 203713	\$ 7,262.95
	203714	\$ 88.00
	203716	\$ 281.60
	203718	\$ 40.00
	203982 - 204003	\$ 108,987.89
	TOTAL	\$ 136,987.56

RATINGS COMPLETED:

Position#: 305, McClanahan, Holly, Human Resource Specialist
Position #:509, Marshall, Dreama, Benefit Programs Specialist II

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CONT'D OF RATINGS:

Position#:514, Hurley, Deena Benefit Programs Specialist II
Position #:521, Justus, Cynthia, Benefit Programs Specialist II
Position #:621, Kelly, Monica, Family Services Specialist II

INTO CUSTODY

21227203 (3)

OUT OF CUSTODY:

21201798 21163974

DISCUSSION HELD:

ADMINISTRATIVE BOARD MEETING HELD ON January 23, 2024:

PRESENT:

Harold H. Fuller, Board Chairman

Amanda Blankenship, Vice Chairman

Greg Rowe

Josh Horn

Lynn Smith

Hassell Bailey

Tom Mackey

Vern Presley, Attorney

Marcella Watson, Director

Holly McClanahan, Admin. Clerk

Director, Marcella Watson, called the meeting to order at 6:00 P.M.

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

At this time Director, Marcella Watson, called for nominations for Chairperson.

Lynn Smith made a motion for Harold H. Fuller to remain as Chairman and Amanda Blankenship to be Vice- Chairman, seconded by Tom Mackey, and by unanimous voice vote, the motion passed.

The meeting was turned over to Board Chairman, Harold H. Fuller.

Greg Rowe made the motion to adopt parliamentary procedures-Roberts Rules of order and accept the procurement procedures as set by the county, seconded by Hassell Bailey, and by unanimous voice vote, the motion passed.

Josh Horn made the motion to have the Board meetings every third Tuesday at 6:00 in the conference room, seconded by Lynn Smith, and by unanimous voice vote, the motion passed.

Lynn Smith made the motion to set the monetary limit for Director, Marcella Watson to approve payments for \$1,000.00, seconded by Amanda Blankenship, and by unanimous voice vote, the motion passed.

Amanda Blankenship made a motion to approve the December 19, 2023, minutes, seconded by Greg Rowe, and by unanimous voice vote, the motion passed.

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

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

OLD BUSINESS:

No Old Business.

NEW BUSINESS:

No New Business.

Harold H. Fuller moved to discuss personnel and legal, Lynn Smith made a motion for the Board to move into closed session pursuant to 2.2-3711-A1 and 2.2-3711-A8. Tom Mackey seconded this motion, and by unanimous voice vote of the Board, the motion passed.

The Board moved out of closed session upon motion by Lynn Smith, seconded by Amanda Blankenship, 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.

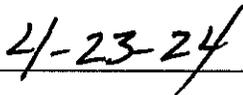
CERTIFICATION OF CLOSED SESSION

WHEREAS, The Buchanan County Department of Social Services Administrative Board has convened on January 23, 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 the Buchanan County Department of Social Services Administrative Board certifies by roll call vote of Harold H. Fuller, Hassell Bailey, Lynn Smith, Josh Horn, Tom Mackey, Amanda Blankenship, and Greg Rowe 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.



HAROLD FULLER, CHAIRMAN



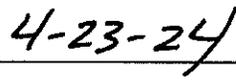
DATE

Next Board meeting will be February 20, 2024, 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.



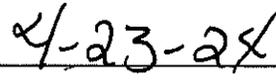
HAROLD H. FULLER, CHAIRMAN



DATE



MARCELLA WATSON, DIRECTOR



DATE