

RESOLUTION

**IN RE: THE DISSOLUTION OF THE ADMINISTRATIVE BOARD OF THE
BUCHANAN COUNTY
DEPARTMENT OF SOCIAL SERVICES**

THAT WHEREAS, the Buchanan County Board of Supervisors this date having determined to dissolve the Administrative Board for the Department of Social Services and to thereafter appoint a local government official board and Advisory Board for the Department consisting of residents of the County; and

NOW THEREFORE, BE IT RESOLVED, by the Buchanan County Board of Supervisors pursuant to the authority of section 63.2-302 of the 1950 Code of Virginia, as amended, that Administrative Board is hereby dissolved as of 9:00 o'clock p.m. on March 11th, 2024, and that in its place and stead appoint the County Administrator to serve as local government official board and an Advisory Board consisting of County residents be appointed by this board by a separate Resolution.

This Resolution was adopted on the 11^h day of March 2024 by the following roll call vote:

G. Roger Rife
Lee Dotson
David Rose
Tim Hess
Trey Adkins
Craig Stiltner
Jeff Cooper

yes
yes
yes
yes
yes
yes
yes

Roger Rife

Roger Rife, Chairman of the
Buchanan County Board of Supervisors

ATTEST:

Robert C. Horn

Robert Craig Horn, County Administrator
and Clerk to the Board

RESOLUTION

IN RE: APPOINTMENT OF AN ADVISORY BOARD FOR THE BUCHANAN COUNTY DEPARTMENT OF SOCIAL SERVICES

THAT WHEREAS, the Buchanan County Board of Supervisors dissolved the Administrative Board for the Buchanan County Department of Social Services on March 11, 2024 and named the County Administrator as the Local Government Official Board and resolved that an Advisory Board be appointed for the Department of Social Services; and

NOW THEREFORE, BE IT RESOLVED, by the Buchanan County Board of Supervisors, that Robert Craig Horn, the County Administrator is hereby appointed as the local government official board and that the following persons are appointed as an Advisory Board for the Buchanan County Department of Social Services for the terms following their names:

<u>DISTRICT</u>	<u>APPOINTED MEMBER</u>	<u>EXPIRES</u>
HURRICANE	TOM MACKAY	July 6 th , 2027
KNOX	HASSELL BAILEY	July 6 th , 2025
NORTH GRUNDY	GREG ROWE	July 6 th , 2024
PRATER	JOSH HORN	July 6 th , 2026
ROCK LICK	AMANDA BLANKENSHIP	July 6 th , 2027
SOUTH GRUNDY	LYNN SMITH	July 6 th , 2026
GARDEN	HOWIE FULLER	April 1 st , 2024

; and

RESOLVED, that the Director of the Department of Social Services shall be an ex officio member, without vote, of the Advisory Board and that the local Director shall serve as the secretary of the Advisory Board; and it is further

RESOLVED, as follows:

A. The Advisory Board shall elect its own chairman and shall meet at least bimonthly. In addition to regularly scheduled meetings, it may meet at the call of the chairman or on the petition of at least one-half of the members.

B. The powers and duties of the Advisory Board shall be as follows:

1. To interest itself in all matters pertaining to the public assistance and social services needed by people of the political subdivision served by the local department;
2. To monitor the formulation and implementation of public assistance and social services programs by the local department;
3. To meet with the local government official who constitutes the local board (County Administrator) at least four times a year for the purpose of making recommendations on policy matters concerning the local department;
4. To make an annual report to the governing body concurrent with the budget presentation of the local department, concerning the administration of the public assistance and social services programs; and
5. To submit to the governing body from time to time, other reports that the Advisory Board deems appropriate.

BE IT FURTHER RESOLVED that each of such Advisory Board members be paid the sum of \$100.00 per month for each month in which he or she attends a regular meeting of the Board, as compensation for his or her services as a member in addition to his or her reasonable and necessary expenses pursuant to §63.2-310 of the 1950 Code of Virginia, as amended. Such sums shall be paid from the funds that were budgeted for Administrative Board Members.

This Resolution was adopted on the 11th day of March 2024 by the following roll call vote:

G. Roger Rife	<i>yea</i>
Lee Dotson	<i>yea</i>
David Rose	<i>yea</i>
Tim Hess	<i>yea</i>
Trey Adkins	<i>yea</i>
Craig Stiltner	<i>yea</i>
Jeff Cooper	<i>yea</i>

Roger Rife

 ROGER RIFE, CHAIRMAN OF THE
 BUCHANAN COUNTY BOARD OF SUPERVISORS

ATTEST:
Robert C. Horn

 ROBERT CRAIG HORN, COUNTY ADMINISTRATOR

RESOLUTION

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This Resolution was adopted on the 11th day of March 2024 by the following roll

call vote:

G. Roger Rife
Lee Dotson
David Rose
Tim Hess
Trey Adkins
Craig Stiltner
Jeff Cooper

Yea
Yea
Yea
Yea
Yea
Yea
Yea

Roger Rife
Roger Rife, Chairman of the
Buchanan County Board of Supervisors

ATTEST:

Robert C. Horn
Robert Craig Horn, County Administrator
and Clerk to the Board

RESOLUTION

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RESOLVED, that the Director of the Department of Social Services shall be an ex officio member, without vote, of the Advisory Board and that the local Director shall serve as the secretary of the Advisory Board; and it is further

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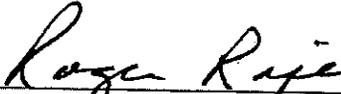
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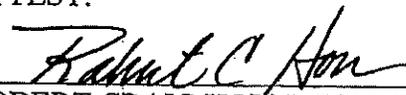
This Resolution was adopted on the 11th day of March 2024 by the following roll call vote:

G. Roger Rife	<i>yea</i>
Lee Dotson	<i>yea</i>
David Rose	<i>yea</i>
Tim Hess	<i>yea</i>
Trey Adkins	<i>yea</i>
Craig Stiltner	<i>yea</i>
Jeff Cooper	<i>yea</i>



ROGER RIFE, CHAIRMAN OF THE
BUCHANAN COUNTY BOARD OF SUPERVISORS

ATTEST:



ROBERT CRAIG HORN, COUNTY ADMINISTRATOR

4135

ON APRIL 10, 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: 134 Pages 19

Disbursements of Special Welfare Funds: \$ 27,824.65

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

Receipt No's: 1162628 - 1162679 \$ 28,808.94

Payment for Payroll and Administrative Payments as follows:

Payroll

MARCH 15, 2024	\$ 125,206.78
MARCH 31, 2024	<u>\$ 185,102.21</u>
TOTAL	\$ 310,308.99

Administrative Payments:

Warrant No.	204427 - 204432	\$ 4,407.20
	204464 - 204477	\$ 5,296.40
	204482	\$ 1,039.91
	204681 - 204696	<u>\$ 107,765.08</u>
	TOTAL	\$ 118,508.59

RATINGS COMPLETED:

Position#: 103, Boyd, Heather, Family Services Worker II
Position#: 110, Family Services Worker IV

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Cont'd of Ratings:

Position#:308, Foster, Sandi, Accountant
Position#:508, Rife, Angelina, Benefit Programs Specialist II
Position#:512, Back, Marlene, Fiscal Manager
Position#:552, Belcher, Chelsea, Benefit Programs Specialist II

INTO CUSTODY

21229279 21230218 (3)

OUT OF CUSTODY:

NONE

DISCUSSION HELD:

DISCUSSION HELD:

ADMINISTRATIVE BOARD MEETING HELD ON April 10, 2024:

PRESENT:

Craig Horn, Administrative Board
Marcella Watson, Director
Holly McClanahan, Administrative Board Clerk
Steven – The Voice

Craig Horn called the meeting of the Administrative Board to order at 10:00 A.M.

Mr. Horn approved the agenda as presented.

Mr. Horn approved agency expenditures.

Director Discussion

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

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Old Business

No Old Business

New Business

No New Business

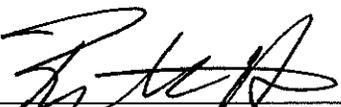
Mr. Horn moved to discuss personnel in closed session pursuant to 2.2-3711-(A)(1).

Mr. Horn moved out of closed session stipulated that nothing was discussed in closed session except what the Board went into closed session for.

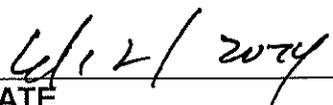
CERTIFICATION OF CLOSED SESSION

WHEREAS, The Buchanan County Department of Social Services Administrative Board has convened on April 10, 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.



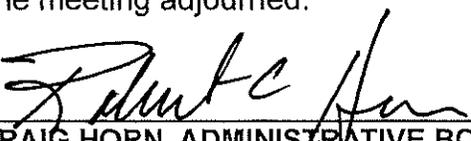
CRAIG HORN, ADMINISTRATIVE BOARD



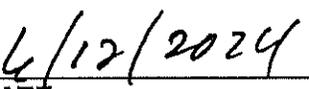
DATE

The next Board meeting will be June 12, 2024, at 10:00 A.M. in the conference room at Social Services.

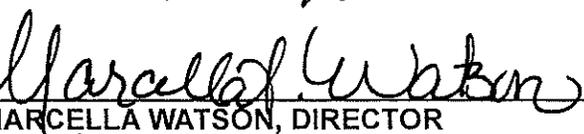
The meeting adjourned.



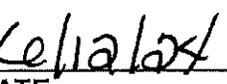
CRAIG HORN, ADMINISTRATIVE BOARD



DATE



MARCELLA WATSON, DIRECTOR



DATE