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ON DECEMBER 16, 2025 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:	107	Pages	16
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Disbursements of Special Welfare Funds:	\$ 8,011.57
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Welfare receipts (Administration, Fraud, TANF, Fuel Assistance, Medicaid, Food Stamps, General Relief, APS, CPS, Foster Care, Grants):

Receipt No's: 1163413 - 1163445	\$ 15,222.77
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Payment for Payroll and Administrative Payments as follows:

Payroll:

NOVEMBER 14, 2025	\$ 124,292.13
NOVEMBER 25, 2025	<u>\$ 192,745.70</u>
TOTAL	\$ 317,037.83

Administrative Payments:

Warrant No.

212144 - 212158	\$ 15,714.88
212159 - 212167	\$ 2,896.46
212362 - 212369	\$117,555.44
212420	<u>\$ 4,302.00</u>
TOTAL	\$140,468.78

RATINGS COMPLETED:

Position#: 503, Coleman, Samantha, Benefit Programs Specialist II
Position#: 619, McClanahan, Jami, Benefit Programs Specialist II

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INTO CUSTODY:

21257618 21257825 (2) 21257938 (2) 21258408 21258547

OUT OF CUSTODY:

20458327 21228443 (4) 21258547

DISCUSSION HELD:

ADMINISTRATIVE BOARD MEETING HELD ON December 16, 2025:

PRESENT:

ABSENT:

Amanda Blankenship, Chairman
Tina Compton, Vice-Chairman
Lynn Smith
Hassell Bailey
Cecil Stiltner
Vern Presley, Attorney
Marcella Watson, Director
Holly McClanahan, Admin. Clerk

Whitney Breeding
Tom Mackey

Amanda Blankenship, Chairman called the meeting to order at 6:00 P.M.

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

Tina Compton made a motion to approve the November 18, 2025 minutes, seconded by Lynn Smith and by unanimous voice vote, the motion passed.

Tina Compton made a motion to approve agency expenditures, seconded by Cecil Stiltner, and by unanimous voice vote, motion passed.

Director Discussion

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

Old Business

Director, Marcella Watson informed the Administrative Board the new server has arrived but has not been installed. Director, Marcella Watson stated the agency did purchase the new 2025 Ford Explorer and the old 2025 Ford Explorer was returned as a trade to Freedom Ford. Director, Marcella Watson stated the red escape will be auctioned as soon as the letter of intent is signed authorizing the county garage to auction the vehicle and is signed by Craig Horne or the DSS Administrative Board.

New Business

Director, Marcella Watson stated Governor, Glenn Youngkin, and the State is taking a new direction with child safety and permanence in Virginia. Director, Marcella Watson informed the Administrative Board since 2022 Virginia has launched multiple child safety and permanence through the kinship program. Director, Marcella Watson stated placement has increased from 13% to 22-23% with Kinship. Director, Marcella Watson informed the Administrative Board for the future the State plans to boost salaries for Family Service workers, the State will be committing nearly 10 million dollars in general funding for the next 2 years to raise the salaries for Family Services Specialist to \$55,000 annually.


AMANDA BLANKENSHIP, CHAIRMAN

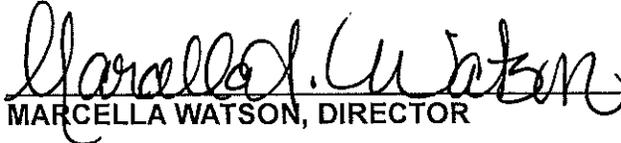
1-20-26
DATE

The next Board meeting will be January 20, 2026, in the conference room at Social Services.

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


AMANDA BLANKENSHIP, CHAIRMAN

1-20-26
DATE


MARCELLA WATSON, DIRECTOR

January 20, 2026
DATE

Telephone
276-935-8106

Marcella Watson
Director

Fax Number
276-935-5412



BUCHANAN COUNTY DEPARTMENT OF SOCIAL SERVICES
3174 SLATE CREEK ROAD
GRUNDY, VIRGINIA 24614

December 18, 2025

Subject: Authorization for Auction of Agency Vehicle

To Whom It May Concern,

This letter serves as formal authorization for the Buchanan County Garage, Benji Looney to proceed with the auction of the following Buchanan County Department of Social Services vehicle:

Make/Model: Ford Escape

Year: 2019

VIN: 1FMCU9GD0KUB99900

The vehicle has been deemed too costly to repair and is approved for auction in accordance with county policies and procedures. The Buchanan County Garage is authorized to handle all necessary steps, including listing, negotiating, and completing the sale transaction.

Please ensure that all documentation related to the sale, including the bill of sale and transfer of title, is properly completed and retained for county records.

If you have any questions or require additional information, please contact our office at 276-935-8106.

Thank you for your assistance in this matter.

Authorized by: Buchanan County DSS Executive Director and DSS Executive Board Members

Name: Marcella A. Watson

Title: Director

Agency Name: Department of Social Services

Signature:

Amanda Blankenship

Board Chair

Department of Social Services