

**CARROLL COUNTY DEPARTMENT OF SOCIAL SERVICES
LOCAL BOARD MEETING**

**January 24, 2023
6:00pm**

- 1- Call to Order**
- 2- Public Comments**
- 3- Approval of Minutes of December 20, 2022**
- 4- Agency Expenditures for December 2022**
- 5- Director's Report**
- 6- Western Regional Office – Clarification of Board Member/Director Roles**
- 7- Scheduling of the Next Meeting**
- 8- Adjournment**

January 2023 Board Report

CPS:

Investigations: 0

Family Assessments: 8

Courtesy Requests: 1

New In Home Cases: 4

New FC Prevention Cases: 1

Children Diverted from Foster Care: 5

APS:

APS Reports Received: 19

Valid APS Reports: 6

Long Term Care Screenings Requested: 20

Long Term Care Screenings Completed: 9

FC:

59 foster care -

9 – Therapeutic foster care placement

14 – Residential Placement

25 – Locally approved foster home

9 – Fostering Futures Program

2 – Trial Home Placement

Adoption Subsidies:

- 90 – Youth receiving Adoption Subsidy
- 23 - Foster Care Youth eligible for IV-E funding
- 29 - Youth w/foster care goal of adoption

F&C

- Snap: 84
- Medicaid: 29
- Tanf: 13
- Child Care: 15

IVE Referrals: 1

FRAUD:

Monthly Report

Locality: Carroll County (035) Investigator: Report Run Date: 01/04/2025

Action	Count
<u>Front End and Ongoing Cases</u>	
Referral Received:	8
Investigation Completed:	9
Initiate ADH:	0
Referred for Prosecution:	0
Unsubstantiated:	9
Cancelled:	0
Court Decisions:	0
Convicted-Incarcerated:	0
Convicted-Suspension:	0

Convicted-Other:	0
Dismissed:	0
Acquitted:	0
Nolle Prossed:	0
Pending in Court System:	0
ADH's:	0
Waiver Signed:	0
Sustained:	0
Reversed:	0
Disqualification Savings:	\$0.0
Ongoing Cost Savings:	\$0.0
<u>Front End Cases Only</u>	
Referral Received:	8
Investigation Completed:	9
Cancelled:	0
Final Disposition(Withdrawn):	0
Final Disposition(Denied):	0
Final Disposition(Approved/Reduced):	0
Final Disposition(Approved/Full):	9
Investigation Savings:	\$0.0
Disqualification Savings:	\$0.0
Total Savings:	\$0.0

ABD:

Snap: 38

Medicaid: 40

ENERGY ASSISTANCE:

The crisis program for fuel began 1/3/23. The goal of the Crisis benefit amount is to avoid the primary heat source being disconnected.

The client's must have used up the fuel assistance benefit if received or not been approved for fuel before they can be found eligible if all other eligibility requirements are met. The restrictions are returned to the program of a disconnection notice for electric is required and if the balance owed of the disconnection is over the maximum \$ 435.00 benefit, the client must provide verification of the excess balance being paid. Oil/ Kerosene is only available if the client has less than 25 gallons at the time of application with a total benefit available of \$488.00.

Wood requirement is to have a 7 day supply or less and the benefit is \$362.00.

ADMIN:

New radiator was put in the Subaru

New brakes on the van

Simplified the process of Assistance case actions. From handwritten to keyed directly into the accounting system with a copy printed for the file.

In the past the check registers were printed on 3 pages of carbon paper. The Treasures office kept a copy and the file had both other copies. In order to save filing space, carbon paper cost and toner, we are now using 2 pages of carbon paper. One will go to the Treasure's office, and one goes into the file. The check registers can also be printed from the accounting system at any time.

CARROLL COUNTY SOCIAL SERVICES FY 2023

<u>PERIOD</u>	<u>TOTAL LASER EXPENDITURES</u>	<u>FED/STATE REIMBURSEMENTS</u>	<u>LOCAL</u>	<u>CSA ADMIN</u>
22-Jul	452,798.58	411,311.09	41,487.49	1,040.68
22-Aug	456,206.14	416,721.93	39,484.21	1,574.10
22-Sep	563,377.29	505,652.81	57,724.48	2,361.15
22-Oct	364,071.85	336,269.55	27,802.30	787.05
22-Nov	679,195.54	634,721.56	44,473.98	1,574.10
22-Dec	557,513.62			2,361.15
22-Jan				
22-Feb				
22-Mar				
22-Apr				
22-May				
22-Jun				
FY23 Totals	3073163.02	2304676.94	210972.46	9698.23
		0.749936442		
County Budget	6,176,749	5,566,734	610,015	18,906
		0.901240118	0.098759882	
Difference	3,103,586	3,262,057	399,043	9,208

Carroll County DSS

January 24, 2023 Board Meeting

Payroll: December 2022 - \$320,020.08

Administrative Expenditure: December 2022 - \$24,911.06

Assistance Expenditures: December 2022 - \$203,444.38

Purchase of Service Expenditures: December 2022 - \$9,138.10

Region	% of Referrals Closed Timely
Central	58.82%
Eastern	36.30%
Northern	57.20%
Piedmont	66.54%
Western	89.12%
State	30.18%

Extract Date
12/19/2022

Locality	Closed Before Due Date	Closed But Overdue	Total Closed In Month	% Closed Before Due Date	Total Referrals Still Overdue	Region Data	Data Extract Date
Bland	7		8	88%	0	Referrals Closed Before Due Date	12/19/2022
Bristol	27		27	100%	0	% of Referrals Closed Before Due Date	426
Buchanan	13		16	81%	1	% of Localities Meeting Goal (85%)	89.12%
Carroll	26		26	100%	4	1 # of Localities Meeting Goal	77%
Dickerson	12		13	92%	3		16
Floyd	4		4	100%	0		
Galax	9		9	100%	0		
Giles	10		11	100%	2		
Grayson	13		13	91%	1		
Lee	18		18	100%	1		
Montgomery	45		47	100%	0		
Norton	6		6	98%	1		
Patrick	0		1	0%	0		
Pulaski	1		36	100%	49		
Radford	36		7	100%	0		
Russell	7		26	100%	0		
Scott	17		22	63%	2		
Smyth	22		22	100%	0		
Tazewell	21		31	68%	0		
Washington	22		44	50%	0		
Wise	35		36	97%	1		
Wythe	44		45	98%	2		
	32		32	100%	0		

MINUTES
CARROLL COUNTY, VIRGINIA
Board of Social Services
December 20, 2022

Susan Clark Chairman of the Board, called the December 20, 2022 meeting to order at 6:14 p.m. in the conference room of the Carroll County Department of Social Services with a quorum present. Board members present were: Mr. Robbie McCraw, Ms. Lisa Gardner, Mr. David Clontz, Mr. Roger Cooley and Mr. Fred Bobbitt. Also present was Teresa Isom, Director of Carroll County Department of Social Services (CCDSS), Jessica Crotts, Administrative Services Manager (ASM) of Carroll County Department of Social Services and Michael Bedsaul, agency legal counsel.

During public comment period of the meeting, a member of the public stated she had sent an email to the board members on the day prior to this meeting. The citizen stated that all DSS employees along with the Board were mandated reporters. The citizen stated she had made a CPS report for her grandson at the previous meeting on November 2022, and the complaint was not relayed as she had provided. The citizen stated she has filed a complaint with the State office on Ms. Isom, and also had to file another child protective services complaint through the State Hotline where she was informed no changes to the report could be made once it was resent to Carroll County DSS. The citizen reported her grandson has been withheld from daycare for 4 weeks and reported concern that the daycare was being blamed for the abuse and neglect of her grandson, and the alleged abuser was being protected by the Department and was the sole caretaker of the child currently. The citizen was asked by a board member what she wanted, and she stated for policy to be followed. The citizen stated the alleged abuser is an employee and has not been to work and the citizen wanted to know why. The

citizen reported she is a mandated reporter and has knowledge and been an advocate for over 38 years and is concerned if she is being treated the way she is by the Department, then how are the people without an advocate being treated. The citizen stated she will advocate for whoever needs it and go as high as she needs to because there is no sense in what has occurred with her grandson. Ms. Clark thanked the citizen for how the information was outlined and the concerns will be addressed.

There was no one else present for public comment.

2895

On a Motion of Ms. Gardner, seconded by Mr. Clontz, and unanimous vote, the Board approved as submitted the Board Minutes of the regular meeting on November 15, 2022.

On Motion of Mr. Clontz, seconded by Mr. Cooley, and unanimous vote, the Board approved the Administrative and Program expenditures and refunds:

Payroll: November – \$217,585.80; Administrative Expenditures: November – \$30,981.19;
Assistance Expenditures: November– \$421,964.92; Purchase of Service Expenditures:
November – \$8,663.63.

The first order of business discussed during the Director's Report was notifying the Board that the Benefit Supervisors had purchased a translation device for the workers to use during interviews with non-English speaking clients. To further assist the unit another agency cell phone was purchased so the benefit unit would have access to the translation device.

Next, Ms. Isom informed the Board that on December 16, 2022, the agency Christmas party was conducted. Ms. Isom reported a larger turnout in past years.

Ms. Isom reported herself and FSSS Vanderpan met with the Regional Office to discuss CPS, CPS In-home, and Foster Care cases. The Regional Office provided information about cases they had filed to review, and offered further training in Foster Care and In-Home cases, these trainings will be over the next couple of months. Ms. Clark reported that Jennifer Lilly had offered to come to the next Board meeting to provide training on the Local Board Handbook, this training will be at the January 2023 meeting.

Prior to the closed session motion, Mr. McCraw stated he would be leaving the meeting. On a motion of Ms. Clark seconded by Mr. Clontz, and unanimous vote, the Board went into Closed Session as authorized but the Virginia Code Section 22-3711(A) 1, 8, 7 to discuss personnel issues.

Ms. Clark made the following motion: I move for Certification that: the closed meeting was conducted in compliance with Virginia Law, and only public business matters exempt from open meeting requirements and identified in the motion to convene the closed meeting were heard, discussed, or considered in the closed meeting.

2896

On a Motion of Ms. Clark, seconded by Mr. Bobbitt; and unanimous vote, the Board reconvened back into open meeting. The Board certified that only such business matters as were identified in the motion by which this Closed Session was convened were heard, discussed, or considered in the meeting to which this certification applies.

Ms. Isom requested the January board meeting be moved to another date due to Ms. Isom participating in the Virginia League of Social Services Executives meeting on the regular

scheduled date of the meeting. It was agreed the next meeting will be held on January 24, 2023 at 6:00pm.

On a Motion of Mr. Bobbitt, seconded by Mr. Cooley having no further business, by unanimous consent the meeting adjourned at 8:00 pm.

The next scheduled meeting of the Board will be held on January 24, 2022 at 6pm.

Signed: _____

Susan Clark, (Chairperson)

Signed: _____

Teresa Isom (Secretary)

JLC

Typed: January 5, 2023