

MINUTES  
CARROLL COUNTY, VIRGINIA  
Board of Social Services  
May 17, 2022

Robbie McCraw Chairman of the Board, called the May 17, 2022 meeting to order at 6:04 p.m. in the conference room of the Carroll County Department of Social Services with a quorum present. Board members present were: Ms. Susan Clark, Mr. David Clontz, Mr. Roger Cooley, and Ms. Lynette Thomas. Also present was Teresa Isom, Director of Carroll County Department of Social Services and Jessica Crotts, Administrative Services Manager of Carroll County Department of Social Services.

No one was present for public comment.

On a Motion of Ms. Thomas, seconded by Mr. Clontz, and unanimous vote, the Board approved as submitted the Board Minutes of the regular meeting on April 19, 2022.

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

Payroll: April – \$288,179.22; Administrative Expenditures: April – \$24,141.03; Assistance Expenditures: April– \$206,863.00; Purchase of Service Expenditures: April – \$16,186.75.

The Service's Supervisor, Victoria Vanderpan and the two Senior Workers from the Services Unit, Jessup Lambert and Lindsey Hylton, gave a presentation. They shared with the board what the normal process is for them from a CPS report to a child coming into foster care.

The first order of business discussed during the Directors Report was informing the board members of Ms. Mary Hanks retirement after 17 years of service. The agency has posted a recruit for the position. Ms. Hanks was responsible for scheduling and administering the supervised visitation as well as, organizing and collecting the Christmas gifts for the children in foster care.

Ms. Isom notified the board of meeting with the BPS supervisors and completing a survey concerning the unwinding of Medicaid.

Ms. Isom discussed the Administrative Appreciation luncheon that was held on the 28<sup>th</sup>. The luncheon included a 'sandwich bar'.

Ms. Isom notified the board of an issue with LETS and the comp plan. She requested to remove the 10% cap on promotions. This is due to the minimum salary sometimes being more than the 10% increase. The amendment for the 2021-2022 Comp Plan and 2022 – 2023 Comp Plan was approved on a motion by Ms. Thomas and seconded by Ms. Clark.

On a motion of Ms. Clark seconded by Mr. Cooley, and unanimous vote, the Board went into Closed Session as authorized but the Virginia Code Section 22-3711(A) 1 to discuss personnel issues.

Mr. Mc Craw 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.

On a Motion of Mr. Clontz, seconded by Ms. Clark: and unanimous vote, the Board reconvened back into open meeting.

On a Motion of Mr. Clontz, seconded by Mr. Clark, having no further business, by unanimous consent the meeting adjourned at 7:37 pm.

The next scheduled meeting of the Board will be held on June 21, 2022 at 6pm.

Signed: \_\_\_\_\_

Robbie McCraw, (Chairperson)

Signed: \_\_\_\_\_

Teresa Isom (Secretary)

JLC

Typed: June 15, 2022