

MINUTES
CARROLL COUNTY, VIRGINIA
Board of Social Services
November 16, 2021

Robbie McCraw Chairman of the Board, called the November 16, 2021 meeting to order at 6:00 p.m. in the conference room of the Carroll County Department of Social Services with a quorum present. Board members present were: Ms. Lynette Thomas, Mr. Felts, Ms. Susan Clark, Mr. David Clontz, and Mr. Roger Cooley. 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. Clontz, seconded by Ms. Thomas, and unanimous vote, the Board approved as submitted the Board Minutes of the regular meeting on October 19, 2021.

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

Payroll: October 2021 - \$99228.64; Administrative Expenditures: October 2022 - \$108,102.14;
Assistance Expenditures: October 2021 - \$214880.04; Purchase of Service Expenditures:
October 2021 – \$7072.58.

Jessica Hawks, the Fraud Investigator for Carroll County Social Services, presented the board with an overview of how the fraud program works. Ms. Hawks received referrals of fraud from

the eligibility workers. She also received referrals from the public calling in to report someone who they believe is committing welfare fraud. She then explained that she goes out the check for Air Conditioners and lack of wood for the Energy Assistance Program.

The first order of business discussed during the Directors Report was informing the board members of being in the process of getting scanners. The county is asking for explanation of why the scanners are necessary for COVID since they are being requested out of COVID funds.

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Ms. Isom informed the board of a new position being hired. A Benefits Programs Specialist III was hired internally to train with the current Benefits Programs Specialist III who is resigning in December 2021.

Ms. Isom spoke to the board about the need for more agency vehicles. She would like for the agency to purchase more in the near future. If all of the services workers had to be out on a visit or a call at the same time, there may not be enough vehicles available.

On a motion of Ms. Thomas, 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. 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 Ms. Thomas, seconded by Mr. Cooley: and unanimous vote, the Board reconvened back into open meeting.

On a Motion of Ms. Clark, seconded by Ms. Thomas, having no further business, by unanimous consent the meeting adjourned at 6:56 pm.

The next scheduled meeting of the Board will be held on January 18, 2021 at 6pm.

Signed: _____

Robbie McCraw, (Chairperson)

Signed: _____

Teresa Isom (Secretary)

JLC

Typed: November 23, 2021