

2035

ON JANUARY 16, 2003 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, Purchase of Services:

Actions 375 Pages 42

Disbursements of Special Welfare Funds: \$ 16,449.27

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

Receipt No's: 461738 - 496356 \$ 12,454.40

Payment for Payroll and Administrative Payments as follows:

Payroll

DECEMBER 13, 2002	\$ 87,311.67
DECEMBER 20, 2002	\$ <u>88,193.67</u>
TOTAL	\$ 175,505.34

Administrative Payments

Warrant No's: 109684	\$ 5.12
109880 - 109930	\$ 9,365.04
109931	\$ 1,200.00
109998 - 110027	\$ 57,076.32
110028	\$ <u>1,056.93</u>
TOTAL	\$ 68,703.41

2036

AGENCY RATINGS COMPLETED:

Position #102, FREEMAN, CONNIE, FOSTER CARE WORKER
Position #202, BLEVINS, ANITA, FOSTER CARE WORKER
Position #204, SLONE, REBECCA, FOSTER CARE WORKER
Position #310, ESTEP, DONITA, ACCOUNT CLERK IV
Position #311, CHILDRESS, DELORES, JANITOR
Position #503, BLANKENSHIP, CELESTE, ELIGIBILITY WORKER
Position #515, HARBIN, MICHELLE, ADULT PROTECTIVE SERVICE
WORKER
Position #559, THORNSBURY, NADINE, ELIGIBILITY WORKER
Position #560, BELCHER, BARBIE, ELIGIBILITY WORKER

CAME INTO AGENCY CUSTODY:

5067769 5119871 5127062 5135904 5141216
5141221 5141225

LEFT AGENCY CUSTODY:

4486095 4489084 736980

DISCUSSION HELD:

Administrative Board Meeting of December 19, 2002:

Harold McClanahan called the meeting to order at 10:03 AM. The purpose of the meeting is to approve the following Directors Actions: Emergency Assistance, General Relief, etc. 125 actions, disbursements of Special Welfare funds, \$1,124.00; and welfare receipts totaling \$16,230.23; Payroll in the amount of \$178,343.92; Administrative Payments totaling \$65,379.71 and a list of the children who have left the agency's custody be listed in the minute book on pages 2033-2034.

Mr. McClanahan reported that Director's Actions being taken effective today involve the employee grievance procedure. Mr. McClanahan reported that the current one is now being replaced by the Grievance Procedure as outlined in Volume 1A of the Virginia Department of Social Services Administrative Manual,

2037

Chapter F, Appendix 11. Mr. McClanahan reported that the new Grievance Procedure will be posted on the agency bulletin board.

Mr. McClanahan reported that the other Director's Action is a revision of the Reduction in Force Policy and stated that a copy will be recorded in the Administrative Minute Book and all supervisors would receive a copy.

Mr. McClanahan reported no further actions and adjourned the meeting.

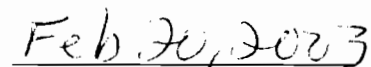
Administrative Board Meeting of January 16, 2003:

Harold McClanahan called the meeting to order at 10:05 AM.

The purpose of this meeting is to approve the following Director's Actions to be placed in the minute book on page 2035-2036. These actions include the disbursement of Special Welfare funds \$16,449.27; welfare receipts totaling \$12,454.40; and payroll totaling \$175,505.34; Administrative payment totaling \$68,703.41; also recording of agency performance evaluations and case numbers of seven children who came into agency's custody and three who have left the agency. In addition to actions taken today to amend the agency's leave accrual policy to the following: annual leave and sick leave will accrue at the appropriate rates at the end of the calendar month in which there was no leave without pay. This action was taken to be consistent with our flex policy which allows employees to make up time until the end of the month. This amendment will be effective January 01, 2003.

Mr. McClanahan reported no further actions and adjourned the meeting.


Harold McClanahan, DSS Chairman


Date

2038

ON FEBRUARY 20, 2003 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, Purchase of Services:

Actions 200 Pages 23

Disbursements of Special Welfare Funds: \$ 14,037.46

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

Receipt No's: 496357 - 496395 \$ 17,703.75

Payment for Payroll and Administrative Payments as follows:

Payroll

JANUARY 10, 2003	\$ 88,001.90
JANUARY 31, 2003	\$ <u>87,982.63</u>
TOTAL	\$ 175,984.53

Administrative Payments

Warrant No's: 110251 - 110278	\$ 14,122.81
110412 - 110461	\$ 65,270.82
110132	\$ <u>13.96</u>
TOTAL	\$ 79,407.59

2039

AGENCY RATINGS COMPLETED:

Position #305, SMITH, LISA, ACCOUNT CLERK II
Position #310, ESTEP, DONITA, ACCOUNT CLERK II
Position #311, CHILDRESS, DELORES, JANITOR

DISCUSSION HELD:

Harold McClanahan called the meeting of the Administrative Board to order.

The purpose of the meeting is to approve the following Directors actions: Emergency Assistance, General Relief, Auxiliary Grants, ADC-FC, Special Needs Adoption, Independent Living and Purchase of Services totaling 200 actions and to approve the disbursement of Special Welfare funds \$14,037.46. Approve the following welfare receipts totaling \$17,703.75 and approve payroll Administrative payments for January totaling \$175,984.53 for payroll and Administrative payments totaling \$79,407.59. Approve the agency performance evaluations as listed in the minute book on page 2038-2039.

No further actions and the meeting is adjourned.

Harold McClanahan
Harold McClanahan, DSS Chairman

Mar 20, 2003
Date

2040

ON MARCH 20, 2003 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, Purchase of Services:

Actions	193	Pages	22
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Disbursements of Special Welfare Funds:	\$ 6,865.70
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Welfare receipts (Administration, Fraud, TANF, Fuel Assistance, Medicaid, Food Stamps, General Relief, Foster Care, Grants, VHDA):

Receipt No's: 496396 - 496439	\$ 10,314.05
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Payment for Payroll and Administrative Payments as follows:

Payroll

FEBRUARY 14,2003	\$ 87,963.24
FEBRUARY 28,2003	\$ <u>88,254.19</u>
TOTAL	\$176,217.43

Administrative Payments

Warrant No's: 110838 - 110873	\$ 16,659.62
110874	\$ 1,635.51
110935 - 110967	\$ 77,231.87
110968	\$ 951.38
11056 - 111057	\$ <u>1,340.24</u>
TOTAL	\$ 97,818.62

2041

CAME INTO AGENCY CUSTODY: (January & February)

5067769 51935904 5032821 5032820 5032822 5067754
5067749 958205 882325 1227201 (all for January)

4520401 5168700 (all for February)

LEFT AGENCY CUSTODY: (January & February)

20007127 20015930 20018778 20023869 20033687

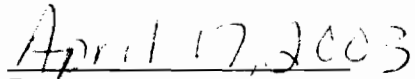
DISCUSSION HELD:

Harold McClanahan called the Administrative Board meeting to order.

The purpose of the meeting is to approve the following 193 actions for Emergency Assistance, General Relief, Auxiliary Grants, ADC-FC, Special Needs Adoption, Independent Living and Purchase of Services; also to approve the disbursements of Special Welfare funds \$6,865.70; welfare receipts in the amount of \$10,314.05; payroll for February in the amount of \$176,217.43; approve Administrative payments totaling \$97,818.62 and approve the agency custody of children whose case numbers are listed in the minute book.

No further actions the meeting was adjourned.


Harold McClanahan, DSS Chairman


Date

2042

ON APRIL 17, 2003 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, Purchase of Services:

Actions	199	Pages	23
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Disbursements of Special Welfare Funds: \$ 10,761.58

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

Receipt No's: 496440 - 496469	\$ 6,315.41
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Payment for Payroll and Administrative Payments as follows:

Payroll

MARCH 14, 2003	\$ 88,442.55
MARCH 31, 2003	\$ <u>87,987.00</u>
TOTAL	\$176,429.55

Administrative Payments

Warrant No's: 111296 - 111338	\$ 10,202.39
111484 - 111518	\$ <u>57,210.94</u>
TOTAL	\$ 67,413.33

2043

AGENCY RATINGS COMPLETED:

Position #103, VENCILL, BETH, CHILD PROTECTIVE SERVICE WORKER
Position #106, WHITED, PATTY, CHILD PROTECTIVE SERVICE WORKER
Position #110, JOHNSON, BRAD, CHILD PROTECTIVE SERVICE WORKER
Position #517, WAGNER, LISA, CHILD PROTECTIVE SERVICE WORKER

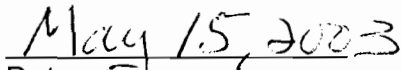
DISCUSSION HELD:

Harold McClanahan called the meeting of the Administrative Board to order.

The purpose of the meeting is to approve the following actions: the 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 Service; 199 Actions for 23 pages. Approve the disbursements of Special Welfare funds in the amount of \$10,761.58 and approve the Welfare Receipts totaling \$6,315.41; approve the payroll in the amount of \$176,429.55; Administrative Payments in the amount of \$67,413.33 and approve the Agency Performance Evaluations for the four positions listed. These actions are on page 2042 of the Board Minute Book.

No further actions. The meeting is adjourned.


Harold McClanahan, DSS Chairman


Date

2044

ON MAY 15, 2003 ^{JW} 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, Purchase of Services:

Actions 201 Pages 24

Disbursements of Special Welfare Funds: \$ 8,128.65

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

Receipt No's: 496470 - 496515 \$ 19,217.38

Payment for Payroll and Administrative Payments as follows:

Payroll

APRIL 15, 2003	\$ 86,614.56
APRIL 30, 2003	\$ <u>86,314.33</u>
TOTAL	\$172,928.89

Administrative Payments

Warrant No's: 111543	\$ 95.80
111750 - 111788	\$ 7,488.85
111789	\$ 998.26
111794 - 111799	\$ 4,829.10
111802 - 111838	\$ <u>64,548.31</u>
TOTAL	\$ 77,960.32

2045

AGENCY RATINGS COMPLETED:

Position #520, WHITT, GERALDINE, ELIGIBILITY WORKER
Position#521, VANDYKE, JEROME, ELIGIBILITY WORKER

CAME INTO AGENCY CUSTODY:

5210193 5210768 5210770 5210769 5210765

LEFT AGENCY CUSTODY:

4567564

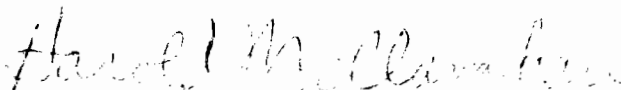
DISCUSSION HELD:

Harold McClanahan called the meeting to order.

The purpose of the meeting is to approve the Schedule of Actions for Emergency Assistance, General Relief, Auxiliary Grants, ADC-FC, Special Needs Adoptions, Independent Living, Purchase of Service; 201 actions. Disbursement of Special Welfare funds in the amount of \$8126.65; approve Welfare Receipts in the amount of \$19,217.38; approve payroll for the month of April in the amount of \$172,928.89; Administrative payments totaling \$77,960.32; agency performance evaluations positions #520 and #521.

Mr. McClanahan reported one other item to approve an exception to the compensatory leave policy for Anita Blevins to pay her for the compensatory time during the time she spent as the FEMA Site Manager at the Buchanan County Courthouse. The compensatory time will be paid to her directly instead of being placed in her compensatory leave account.

No other discussion the meeting was adjourned.


Harold McClanahan, DSS Chairman


Date

2046

ON JUNE 19, 2003 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, Purchase of Services:

Actions 171 Pages 20

Disbursements of Special Welfare Funds: \$ 4,518.56

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

Receipt No's: 496517 – 496564 \$ 10,017.15

Payment for Payroll and Administrative Payments as follows:

Payroll

MAY 15, 2003	\$ 87,858.19
MAY 30, 2003	\$ <u>86,033.55</u>
TOTAL	\$173,891.74

Administrative Payments

Warrant No's: 112348 – 112392	\$ 12,778.69
112524 – 112553	\$ 77,567.75
112554	\$ <u>2,193.62</u>
TOTAL	\$ 92,540.06

2047

LEFT AGENCY CUSTODY:

4469989 4905C54

DISCUSSION HELD:

Harold McClanahan called the Administrative Board meeting to order. The purpose of the meeting is to approve the following actions; 171 actions for Emergency Assistance, General Relief, Auxiliary Grants, Aid to Dependent Children in Foster Care, Special Needs Adoptions; Independent Living; Purchases of Service; Disbursements of Special Welfare funds in the amount of \$4518.56; approve welfare receipts for various departments in the amount of \$10,017.15; approve payment of Payroll and Administrative payments, Payroll total \$173,891.74; Administrative payments \$92,540.06. These actions are listed on page 2046 in the Administrative Board book.

Mr. McClanahan also approves two children who left agency's custody, the case numbers are identified on page 2047. No further items to be discussed the meeting adjourned.


Harold McClanahan, DSS Chairman

7-16-03
Date

2049

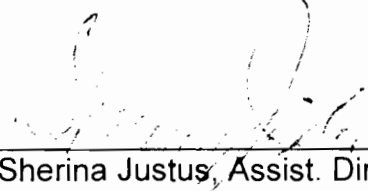
CAME INTO AGENCY CUSTODY:

5227012 5250369 5250365 5029173

DISCUSSION HELD:

I, Sherina Justus, Assistant Director, Acting Director for the Administrative Board on July 17th 2003 approved the following Director's Actions: Schedule of Actions for Emergency Assistance, General Relief, Auxiliary Grants, Aid to Dependent Children in Foster Care, Special Needs Adoptions, Independent Living, Purchase of Services, disbursement of Special Welfare funds in the amount of \$7494.82, Welfare Receipts, Receipts #'s 496565-496614, \$11260.40, 1 \$1405.27, payment for Payroll Administrative payments in the amount of \$171,530.26, Administrative Payments in the amount of \$114,806.31. The children that came into agency's custody case numbers are specified on page 2049 in the Administrative Minute Book.

No further actions the meeting was adjourned.



Sherina Justus, Assist. Director



Date

2050

ON AUGUST 21, 2003 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, Purchase of Services:

Actions 198 Pages 23

Disbursements of Special Welfare Funds: \$ 17,929.54

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

Receipt No's: 496615 – 496651 \$ 28,163.74

Payment for Payroll and Administrative Payments as follows:

Payroll

JULY 15, 2003	\$ 87,037.01
JULY 31, 2003	\$ <u>87,365.65</u>
TOTAL	\$174,402.66

Administrative Payments

Warrant No's: 113169 - 113199	\$ 5,746.69
113200	\$ 896.13
113201 - 113202	\$ 5,168.00
113303 - 113353	\$ 82,631.59
113355	\$ <u>124.22</u>
TOTAL	\$ 94,566.63

2051

AGENCY RATINGS COMPLETED:

Position #100, STILTNER, CECIL, FOSTER CARE & APS SUPERVISOR
Position #350, JUSTUS, SHERINA, ASSISTANT DIRECTOR
Position #500, CONRAD, JEANETTE, ELIGIBILITY SUPERVISOR
Position #507, KELLY, ROBERT, FRAUD INVESTIGATOR
Position #510, DEEL, DONNA KATHY, ELIGIBILITY SUPERVISOR
Position #604, COLEMAN, ROBERT, AUTOMATED SYSTEMS SPECIALIST

CAME INTO AGENCY CUSTODY:

20018068 – 4 children 20046068 20046579 20047550

DICUSSION HELD:

Harold McClanahan called the Administrative Board Meeting to order.

The purpose of the meeting is to approve the following Director's Actions: Schedule of Actions for Emergency Assistance, General Relief, Auxiliary Grants, Aid to Dependent Children in Foster Care, Special Needs Adoption, Independent Living, Purchase of Service; 198 Actions, 23 pages. Disbursements of Special Welfare funds in the amount of \$17,929.54; Welfare Receipts in the amount of \$28,163.74. Approve Payroll and Administrative Payments as follows: Payroll in the amount of \$174,402.66 and Administrative Payments in the amount of \$94,566.63 and these actions are recorded in the Board Minute Book 2050 and also approve agency ratings as listed on page 2051 and approve 4 cases of children who have come into the agency's custody and case numbers are listed on page 2051 in the minute book.

No further actions, the meeting was adjourned.



Harold McClanahan, Director



Date

September 18, 2003

Governing Board and
Director
Buchanan County Department
Of Social Services
Route 5, Box 108-E
Grundy, Virginia 24611

Dear Mr. McClanahan,

I am currently exploring part time employment with Dual Diagnosis Management, LLC and part time self employment. Any employment would be outside my regular work hours with the Buchanan County Department of Social Services and would not interfere with my regular employment with the department.

I am requesting your approval to seek and begin this part time employment if it is offered to me.

Thank you in advance for considering my request,

Sincerely,



Robert Kelly, L.S.W.
Fraud Investigator

Approved: Sept. 18, 2003

Harold McClanahan,
Director

Adm. Board Minute Book, p. 2052

Approval is granted
to Robert Kelly
for outside
employment.

2053

ON SEPTEMBER 18, 2003 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, Purchase of Services:

Actions 155 Pages 23

Disbursements of Special Welfare Funds: \$ 4,472.41

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

Receipt No's: 496652 - 496694 \$ 10,148.50

Payment for Payroll and Administrative Payments as follows:

Payroll

AUGUST 15, 2003	\$ 89,922.70
AUGUST 29, 2003	\$ <u>88,096.50</u>
TOTAL	\$178,019.20

Administrative Payments

Warrant No's: 113375 – 113376	\$ 318.64
113639 – 113675	\$ 15,649.53
113829 – 113867	\$ <u>57,743.48</u>
TOTAL	\$ 73,711.65

2054

CAME INTO AGENCY CUSTODY:

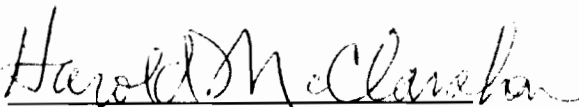
5271387 5271339 5135671 4270913 4948653 4948651

DISCUSSION HELD:

The purpose of the meeting is to approve the following Director's Actions: Schedule of Actions for Emergency Assistance, General Relief, Auxiliary Grants, Aid to Dependent Children in Foster Care, Special Needs Adoption Independent Living, Purchase of Service; 155 Actions, 23 pages. Disbursement of Special Welfare Funds in the amount of \$4,472.41; Welfare Receipts in the amount of \$10,148.50. Approve Payroll and Administrative Payments as follows: Payroll in the amount of \$178,019.20 and Administrative Payments in the amount of \$73,711.65, these are recorded in the Administrative Board Minute Book page 2053 and also approve cases of children who came in and out of agency custody listed on page 2054 in the minute book.

A request for outside employment by Robert Kelly, Agency Fraud Investigator was approved by the Director on September 18, 2003; this written request will be listed on page 2052 of the minute book.

No further actions, the meeting was adjourned.


Harold McClanahan, Director

10-27-03
Date

2055

ON OCTOBER 22, 2003 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, Purchase of Services:

Actions 157

Pages 24

Disbursements of Special Welfare Funds: \$ 5,705.04

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

Receipt No's: 496695- 496738 \$ 12,605.20

Payment for Payroll and Administrative Payments as follows:

Payroll

SEPTEMBER 15, 2003	\$ 88,229.31
SEPTEMBER 30, 2003	\$ <u>88,816.50</u>
TOTAL	\$177,045.81

Administrative Payments

Warrant No's: 113889	\$ 80.00
113934 – 113972	\$ 25,634.20
113973 – 113974	\$ 2,898.86
114138 – 114172	\$ <u>86,649.96</u>
TOTAL	\$115,263.02

2056

CAME INTO AGENCY CUSTODY:

4853818 5283848

LEFT AGENCY CUSTODY:

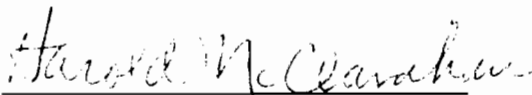
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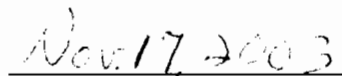
DISCUSSION HELD:

Harold McClanahan called the Administrative Board of the Buchanan County Department of Social Services to order.

The purpose of the meeting is to approve the following Director's actions including Emergency Assistance, General Relief, Auxiliary Grants, Aid to Dependent Children in Foster Care, Special Needs Adoption, Independent Living and Purchase of Services; 157 actions and they are recorded on page 2055 in the minute book. Disbursements of Special Welfare funds in the amount of \$5705.04 and also to approve welfare receipts in the amount of \$12,605.20; approve payment for payroll in the amount of \$177,045.81; administrative payments in the amount of \$115,263.02 and approve 2 children who came into agency's custody and 5 children who left the agency's custody, those case numbers are listed on page 2056 in the minute book.

No further actions the meeting was adjourned.


Harold McClanahan, Director


Date

2058

AGENCY RATINGS COMPLETED:

Position #511, STILTNER, TERESA, Eligibility Worker

Position #516, SMITH, KIM, Eligibility Worker

Position: #556, ASHBY, DARLENE, Eligibility Worker

CAME INTO AGENCY CUSTODY:

20048656 (4 children)

LEFT AGENCY CUSTODY:

027-006159007

DISCUSSION HELD:

Harold McClanahan called the meeting to order. The purpose of the meeting is to approve the following Director's Actions; 222 Actions for Emergency Assistance, General Relief, Auxillary Grants, Aid to Dependent Children in Foster Care, Special Needs Adoption, Independent Living, Purchase of Services. These are recorded on page 32 in the minute book. Also the disbursements of Special Welfare funds in the amount of \$18,645.45; also welfare receipts in the amount of \$30,756.50 and approve payroll in the amount of \$136,321.13 and Administrative payments totaling \$93,522.13. Approve the following performance evaluations of Teresa Stiltner, Kim Smith and Darlene Ashby; and approve four children who came into the agency's custody and case numbers are listed on page 2058 in the minute book and one child leaving the agency's custody.

Mr. McClanahan reported that he wanted to recognize Anita Blevins and Ruth Horn being in attendance. Anita Blevins asked Mr. McClanahan what he had decided about the retirement insurance for retirees. Mr. McClanahan reported that at this time he has not made a decision and reported that he was waiting to see what the Buchanan County Board of Supervisors approved and he would go with the same plan for something similar. Mr. McClanahan reported that our insurance did not have to be the same, but he would like for it to be somewhat similar to what they approved.

Mr. McClanahan reported that the Board of Supervisors will be meeting again on December 01, 2003 and he hoped they would make a decision at that time. Mr. McClanahan informed Anita Blevins and Ruth Horn that they could attend the meeting if they desire.

Mr. McClanahan reported that he would like to announce the successful bidder in the agency's health insurance as Acordia of Grundy. Mr. McClanahan reported that other bidders will be notified in due time.

No further actions the meeting was adjourned.

Harold McClanahan
Harold McClanahan, Director

Dec 18, 2003
Date

2061

CAME INTO AGENCY CUSTODY:

5127140 5127142 5210765 5210768 5210769 5210770
5227067 5324809 5327773 5329156


DISCUSSION HELD:

Harold McClanahan called the meeting to order.

The purpose of the meeting is to approve the Director's actions in the following categories: Emergency Assistance, General Relief, Auxiliary Grants, ADC/FC, Special Needs Adoption and Purchase of Services. Actions totaling 133 and listed on page 2060 in the minute book. Also disbursements of Special Welfare funds \$18,755.62 and approval of welfare receipts in the amount of \$10,607.00; approve payment for payroll and administrative expenses for November totaling \$177,177.74 for payroll and administrative payments in the amount of \$13,574.70 and approve the cases of children coming into agency's custody and those are listed on page 2061 of the minute book.

No further actions, the meeting was adjourned.


Harold McClanahan, Director


Date

