

**MINUTES OF THE BUCHANAN COUNTY DEPARTMENT OF
SOCIAL SERVICES ADMINISTRATIVE BOARD MEETING
AUGUST 11, 2009**

The meeting was called to order by Chairman Randall Deel at 6:00 P.M. Those present included board members Ruby Hale, Emogene Elswick, April Cole, Henry Farmer, Harold Thornsby, and Chairman Randall Deel as well as some staff and members of the public.

A motion to approve the minutes of the July 21, 2009 was made by Harold Thornsby and seconded by Henry Farmer. On voice vote, the minutes were approved as presented.

April Cole motioned and Ruby Hale seconded that the administrative bills be paid. A brief discussion was held on the dental insurance increase. Mrs. Holland stated that the increase had occurred several months ago. On roll call vote, with all 'aye' votes, the motion passed.

Roll call:

Mrs. Hale	Aye
Mr. Thornsby	Aye
Mrs. Elswick	Aye
Mrs. Cole	Aye
Mr. Farmer	Aye
Mr. Deel	Aye

The agenda was approved with an addition under the director's items and that the Old Business item 6 included an 'a' and 'b' section. All following numbers were adjusted upwards by one. On a motion by Ms Cole and a second by Mr. Thornsby the agenda was approved by voice vote.

Under director's items the Board was invited to attend the staff picnic on August 26 from 11:30 to 1:30 here at the agency. Mrs. Holland also discussed a funeral expense that came partially from the General Relief fund and partially from local funds since General Relief funds were exhausted. Mrs. Holland also informed the Board that the auditors will be here around the 24 of September. In addition to their usual audit, they will be auditing the early retirement health benefit program to determine the amount of liability the county will have related to each employee's retirement under that plan.

Mrs. Holland also updated the board on the telephone system. She has asked W.J. Caudill, County Administrator, to place this item on the September agenda of the Board of Supervisors meeting on September 14. She is hopeful that we will have an answer at this time and can go forward at this time.

Mrs. Holland also updated the board on the security system. She stated that she and Mrs. Ratliff, Office Manager, visited the offices of Chris Shortridge to look at his camera system. Mr. Farmer informed the board that Mr. Caudill had stated to him that the county offered to install the cameras free and to maintain them. The consensus of the

board was to wait until the camera quote from ATS came in before making any decisions on the cameras.

The board had a brief recess at this time to allow Mrs. Holland to access the quotes from ATS and ADT on the key pads. Upon returning to order, discussion was held about why the responsibility of the owner of the building was not responsible for security. Mrs. Holland explained that IDA owns the building and building security is not included in our lease with them.

In further discussion, the board did agree to install the 5 key pads using the quote from ATS for a maximum price of \$4180. With a motion by Mrs. Hale and a second by Mr. Thornsbury a roll call vote of all ayes passed the motion.

Roll Call:

Mrs. Hale	Aye
Mr. Thornsbury	Aye
Mrs. Elswick	Aye
Mrs. Cole	Aye
Mr. Farmer	Aye
Mr. Deel	Aye

Mrs. Holland also informed the board that the car service will need to be put out to bid since it is required by the county procurement plan.

There was no New business.

At this time, the board moved to go into Closed Session according to the Code of VA 2.2 -3711-A1, Personnel, specifically demotion and job performance. On motion by Mrs. Hale and second by Mr. Thornsbury and by roll call vote, the board went into Closed Session.

Roll Call

Mrs. Hale	Aye
Mr. Thornsbury	Aye
Mrs. Elswick	Aye
Mrs. Cole	Aye
Mr. Farmer	Aye
Mr. Deel	Aye

On motion by Mr. Farmer and second by Mr. Thornsbury, the board voted to come out of closed session. On roll call vote, all 'ayes' were recorded.

Roll call:

Mr. Farmer	Aye
Mr. Thornsbury	Aye
Mrs. Hale	Aye
Mrs. Elswick	Aye
Mrs. Cole	Aye
Mr. Deel	Aye

All board members certified that they discussed only matters identified in the motion to go into closed session.

CERTIFICATION OF CLOSED MEETING

WHEREAS the Buchanan County Department of Social Services Administrative Board has convened in a closed meeting on August 11, 2009 pursuant to an affirmative recorded vote in accordance with the provisions of the Virginia Freedom of Information Act; and WHEREAS 2.2-3712 of the Code of Virginia requires a certification by the Administrative Board that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Buchanan County Department of Social Services Administrative Board hereby certifies that, to the best of each member's knowledge, only such public matters as were identified in the motion convening the closed meeting were heard, discussed or considered by this board.

Chairman Randall Deel

Date

Roll Call:

Mrs. Hale	Aye
Mr. Thornsby	Aye
Mrs. Elswick	Aye
Mrs. Cole	Aye
Mr. Farmer	Aye
Mr. Deel	Aye

Mr. Deel announced that the next meeting would be September 8, 2009.

There being no further business, Mr. Thornsby motioned and Mrs. Hale seconded that the board adjourned. On voice vote the motion passed and the meeting adjourned.

Chairman Randall Deel

Date

Judith C. Holland, Director

Date