

2431

ON SEPTEMBER 08, 2009 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, and Purchase of Services:

Actions 231 Pages 30

Disbursements of Special Welfare Funds: \$ 15,070.75

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

Receipt No's: 646351 - 646381 \$ 14,549.12

Payment for Payroll and Administrative Payments as follows:

Payroll

AUGUST 14, 2009	\$ 97,751.14
AUGUST 31, 2009	<u>\$ 98,287.42</u>
TOTAL	\$196,038.56

Administrative Payments

Warrant No. 143743 - 143775	\$ 11,677.74
143998 - 144019	\$ 75,291.44
144021 - 144022	<u>\$ 2,329.88</u>
TOTAL	\$ 89,299.06

2432

AGENCY RATINGS COMPLETED:

Position #507, Ashby, Freda, Fraud Investigator I
Position #508, Willis, Karen, Benefit Programs Specialist II
Position #558, Hurley, Connie, Benefit Programs Specialist III

CAME INTO AGENCY CUSTODY:

NONE

LEFT AGENCY CUSTODY:

NONE

DISCUSSION HELD:

**Minutes of the Buchanan County Department of Social Services
Administrative Board Meeting of September 8, 2009**

1. The meeting was called to order at 6:00 P.M. by Chairman Deel. All Board members were present. Some staff were also present.
2. The first order of business was approval of the minutes of the August 11, 2009 meeting. Mr. Farmer made a motion to approve, seconded by Mr. Thornsby. By voice vote and with no objections, the minutes were approved as presented.
3. Mrs. Cole motioned and Mr. Neo seconded approval of the agency administrative bills. On roll call vote, all ayes were recorded.

Mr. Thornsby	Aye
Mrs. Hale	Aye
Mrs. Elswick	Aye
Mrs. Cole	Aye
Mr. Farmer	Aye
Mr. Neo	Aye
Mr. Deel	Aye
4. The agenda was approved as presented. Mr. Neo made the motion to approve and Mr. Thornsby seconded. By voice vote with no objections, the motion passed.

5. Mrs. Holland presented the director's items. She informed the board of some of the upcoming events on her calendar, including a security meeting in Abingdon. Mrs. Holland also updated the Board on interviews for the positions of Social Worker and Receptionist which are scheduled for September 29, 30. She also updated the Board on the flu viruses she received through telephone conferences with the Regional Director of the Health Department.

Mrs. Holland requested that the Board change its meeting date to the third Tuesday of the month in order to alleviate a scheduling conflict she runs into on the second Tuesday of the month since she must attend the OEI Board meeting on the second Tuesday of each month. On motion by Mr. Farmer and second by Mr. Neo the board voted to change the meetings to October 20th, November 17th and December 15th. A voice vote was taken and with no objections the motion carried. Mr. Neo requested that we get the notice out to the public.

Mrs. Holland also presented the budget sheet as prepared by Mrs. Ratliff, Office Manager. Companion services and general relief are two budget lines which will be affected by the Governor's budget cuts.

6. Under Old Business, the Board accepted the bid by ATS for 8 security cameras and key pads for door access on motion made by Mrs. Hale and second by Mr. Thornsby. Discussion included possibly buying four cameras instead, but it was decided to get eight since the system allowed for expansion. The price includes installation and maintenance for one year. By roll call vote, the motion passed.

Roll call:

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

9. There was no new business presented.

10. A motion was made by Mrs. Hale and seconded by Mr. Thornsby to meet in closed session as per VA Code 2.2-3711-A1, personnel. On roll call vote, the motion carried.

Roll Call

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

2434

Mr. Farmer	Aye
Mr. Neo	Aye
Mr. Deel	Aye

11. On a motion by Mr. Farmer and second by Mr. Neo, the Board came out of closed session. A roll call vote resulted in all Ayes.

Roll Call

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

Certification of Closed Session

WHEREAS the Buchanan County Department of Social Services Administrative Board convened on September 8, 2009 pursuant to an affirmative recorded vote in accordance with the provision of the Freedom of Information, and WHEREAS 2.1, 37-12 of Virginia requires certification by the Administrative Board that such closed session was conducted in conformity with Virginia Law;

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

Randall Deel, Chairman

Date

Mr. Deel reminded everyone that the next meeting is October 20, 2009 at 6:00 P.M.

Mrs. Hale motioned and Mr. Thornsby seconded a motion to adjourn. By voice vote the motion passed and the meeting adjourned at 7:05 P.M.

Randall Deel, Chairman

Date

Judith C. Holland, Director

Date