

**PAGE COUNTY BOARD OF SOCIAL SERVICES
PO Box 47
STANLEY, VA 22851
540-778-1053**

February 16, 2023

Re: February 2022 Board Meeting

We are inviting you to the board meeting of the Page County Board of Social Services to be held on **Tuesday, February 21, 2023 @ 8:35 a.m.**

The meeting will be held at the **Page County Department of Social Services office at 215 W. Main St, Ste A, Stanley, VA 22851** in the agency conference room.

We look forward to seeing you then.

Page County Board of Social Services

PAGE COUNTY BOARD OF SOCIAL SERVICES
AGENDA
FEBRUARY 21, 2023
8:35 A.M.
PAGE COUNTY DEPT OF SOCIAL SERVICES AGENCY

- I. CALL TO ORDER
(TIME: _____ MOTION: _____ SECONDED: _____)
- II. ROLL CALL
- III. APPROVE AGENDA
- IV. APPROVE MINUTES OF PREVIOUS MEETING, AUGUST 16, 2022
(MOTION: _____ 2ND: _____)
- V. ADMINISTRATIVE EXPENDITURES AND REFUNDS AND COLLECTIONS OVERVIEW
(MOTION: _____ 2ND: _____)
- VI: STATISTICAL REPORT OVERVIEW
- VII: PUBLIC COMMENTS
- VIII: ADVISORY BOARD COMMENTS
- IX: PCDSS DIRECTOR'S REPORT
- X. ADJOURNMENT
(TIME: _____ MOTION: _____ SECONDED: _____)

PAGE COUNTY LOCAL BOARD OF SOCIAL SERVICES

DECEMBER 14, 2022

OPEN SESSION AGENDA

The Page County Board of Social Services held its regular meeting on December 14, 2022. The following board members and staff were present: Beth Ancell, Del Price, Darris Ritenour, Kurt Emmerling, Director, Samantha Fox and Theresa Seastrom to take minutes of the meeting.

- I. The motion was made to convene into the regular open session meeting at 11:23 am. The agenda for the meeting was approved by Del Price and seconded by Darris Ritenour.

The minutes of the August 16, 2022 meeting were approved with the recommendation by Del Price to add that Linda McLain attended a community presentation providing information on benefits and services to the public and the new incoming executive Director, Kurt Emmerling, informed the Board of the selection process and the amount of State input in that process during the meeting. Motion made to approve by Del Price and seconded by Darris Ritenour. There were no minutes to approve for the October 18, 2022 meeting as there was not a quorum

- II. **Statistical Reports:** The statistical reports for the months of August, September, October, and November 2022 were presented for review. Discussion followed.

- III. Kurt Emmerling presented the Director's report to the Board advising them of the changes that have occurred within the agency including pay adjustments, creation of new job positions and position redefinitions and changes to job duties to enable the more efficient operations of the agency. The Director has also presented to the County a request for funding for an additional Benefit Programs Specialist position. The Board was advised that the Governors Biannual Budget does not include additional funding for local DSS agencies. Discussion followed.

The Director advised that the State is stating that operation changes will continue to occur even post covid due to the practice changes during covid. Discussion followed.

The rate paid for agency legal fees has been reduced. Discussion followed.

The agency has (2) interviews scheduled during the end of December for the vacant Family Services Specialist positions. Discussion followed.

Darris Rittenour stated hearing very good comments on agency changes and moral within the agency from the public. The Director stated that agency has seen positive changes and improved moral.

IV. Administrative Expenditures:

November 2022

Administration:	\$ 192,689.19
Assistance:	\$ 64,492.14
Purchase of Service:	\$ 3,200.96

December 2022

Administration:	\$ 185,988.99
Assistance:	\$ 66,682.03
Purchase of Service:	\$ 2,215.94

January 2023

Administration:	\$ 191,167.12
Assistance:	\$ 63,799.00
Purchase of Service:	\$ 1,679.58

V. Refunds and Collections:

November 2022

Total Special Welfare:	\$ 802.87
Total Public Assistance:	\$ 172.80
Total Purchase of Service:	\$ 387.38
Total Administrative:	\$ 808.97
SNAP Over issuance:	\$ 968.13
TANF Repayment:	\$ 170.94

December 2022

Total Special Welfare:	\$ 12.87
Total Public Assistance:	\$ 0.00
Total Purchase of Service:	\$ 0.00
Total Administrative:	\$ 0.00
SNAP Over issuance:	\$ 189.55
TANF Repayment:	\$ 198.47

January 2023

Total Special Welfare:	\$ 1,686.87
Total Public Assistance:	\$ 0.00
Total Purchase of Service:	\$ 0.00
Total Administrative:	\$ 0.00
SNAP Over issuance:	\$ 252.13
TANF Repayment:	\$ 0.00

VI. Cancellations:

The following checks were cancelled during the period of September 2022 and October 2022:

1. Check #58159, dated November 30, 2022, in the amount of \$1,792.00 payable to Monique & Everett Judd. BL #812-IV-E Adoption Assistance. Check lost in mail.
2. Check #58169, dated November 30, 2022, in the amount of \$300.00 payable to Monique & Everett Judd. BL #812-IV-E Adoption Assistance. Check lost in mail.
3. Check #58175, dated November 30, 2022 in the amount of \$609.00 payable to Monique & Everett Judd. BL #812-IV-E Adoption Subsidy. Check lost in mail.
4. Check #58279, dated December 30, 2022, in the amount of \$224.00 payable to Della Cable. BL #812-IV-E Adoption Assistance. Check lost in mail.
5. Check #58294, dated December 30, 2022, in the amount of \$1,218.00 payable to Della Cable. BL #812-Adoption Assistance. Check lost in mail.
6. Check #58326, dated December 30, 2022, in the amount of \$850.00 payable to Sherri Heiston. BL #804-Auxillary Grants. Check lost in mail.
7. Check #58263, dated December 30, 2022, in the amount of \$1,385.59 payable to Citi Cards. BL #855-Staff & Operations. Check lost in mail.
8. Check #58265, dated December 30, 2022, in the amount of \$1,002.78 payable to Business Card. BL #855-Staff & Operations. Check lost in mail.
9. Check #58268, dated December 30, 2022, in the amount of \$399.24 payable to Walmart. BL #855-Staff & Operations. Check lost in mail.
10. Check #58323, dated December 30, 2022, in the amount of \$785.01 payable to Business Card. BL #866-Safe & Stable Families. Check lost in mail.
11. Check #58324, dated December 30, 2022, in the amount of \$462.43 payable to Walmart. BL #866-Safe & Stable Families. Check lost in mail.
12. Check #58325, dated December 30, 2022, in the amount of \$561.44 payable to Citi Cards. BL #866-Safe & Stable Families. Check lost in mail.
13. Check #58335, dated December 30, 2022, in the amount of \$24.00 payable to Business Card. BL #855-Staff & Operations. Check lost in mail.
14. Check #58387, dated December 30, 2022, in the amount of \$203.33 payable to County of Page-Finance. BL #855-Staff & Operations. Check reissued.
15. Check #58228, dated December 15, 2022, in the amount of \$93.59 payable to AFLAC. BL #855-Staff & Operations. Check lost in mail.
16. Check #58269, dated December 30, 2022, in the amount of \$93.61 payable to AFLAC. BL #855-Staff & Operations. Check lost in mail.

17. Check #58235, dated December 15, 2022, in the amount of \$47.50 payable to VALIC.
BL #855-Staff & Operations. Check lost in mail.

18. Check #58276, dated December 30, 2022, in the amount of \$47.50 payable to VALIC.
BL #855-Staff & Operations. Check lost in mail.

VII. Adjournment: There being no further business the meeting was adjourned at 12:02 pm
by motion from Del Price and seconded by Beth Ancell.

Del Price, Board Chair

Kurt Emmerling, Director

Snap Issuance for 2022

Month	# Cases	# Recipients	Amount Issued
January	1373	2634	651,978.00
February	1424	2751	679,231.00
March	1456	2799	694,185.00
April	1465	2812	692,100.00
May	1487	2843	680,956.00
June	1510	2896	727,862.00
July	1513	2935	714,808.00
August	1548	3005	721,435.00
September	1564	3022	755,211.00
October	1575	3046	808,379.00
November	1597	3054	835,824.00
December	1640	3150	878,096.00
Total for 2022			8,840,065.00

CASELOAD STATISTICAL REPORT BY PROGRAM

FOR THE MONTH OF NOVEMBER, 2022

PROGRAM	# APPLICATIONS FOR MONTH	# APPLICATIONS YEAR TO DATE	ACTIVE CASES	# RECERTS & REVIEWS
FOOD STAMPS	120	1146	1597 CASES 3054 PERSONS 835,824.00 ISSUED	141
TANF	7	68	26	2
MEDICAID	142	781	4552 CASES 7627 RECIP.	379
AUXILIARY GRANTS	1	2	8	—
FUEL APPLICATIONS	804			

**CASELOAD STATISTICAL REPORT BY PROGRAM
FOR THE MONTH OF DECEMBER 2022**

PROGRAM	# APPLICATIONS FOR MONTH	# APPLICATIONS YEAR TO DATE	ACTIVE CASES	# RECERTS & REVIEWS
FOOD STAMPS	109	1255	1640 CASES 3150 PERSONS 878,096.00 ISSUED	151
TANF	3	71	29	3
MEDICAID	88	869	4580 CASES 7690 RECIP.	72
AUXILIARY GRANTS	1	3	10	—
FUEL APPLICATIONS	804			

**CASELOAD STATISTICAL REPORT BY PROGRAM
FOR THE MONTH OF JANUARY, 2023**

PROGRAM	# APPLICATIONS FOR MONTH	# APPLICATIONS YEAR TO DATE	ACTIVE CASES	# RECERTS & REVIEWS
FOOD STAMPS	121	121	1652 CASES 3163 PERSONS 842,267.00 ISSUED	124
TANF	14	14	29	2
MEDICAID	57	57	4601 CASES 7734 RECIPIENTS	383
AUXILIARY GRANTS	0	0	12	—

LASER

Date: 16-FEB-23 18:46:26

Local Budget Balance Report

Page: 1

Current Period: NOV-22

Currency: USD

No specific Budget Line requested

Budget Line	FIPS	Budget - YTD	Actual - MTD	Actual - YTD	Funds Available

Budget Line					
804 Auxiliary Grants	0139 Page County	85,845.00	5,208.00	32,924.00	52,921.00
808 TANF - Manual Checks	0139 Page County	1,000.00	(170.94)	(482.91)	1,482.91
810 TANF - Emergency Assis	0139 Page County	1,500.00	0.00	0.00	1,500.00
811 AFDC - Foster care	0139 Page County	151,038.00	14,756.03	68,926.78	82,111.22
812 Title IV-E Adoption Su	0139 Page County	462,581.00	37,919.00	231,299.00	231,282.00
814 Fostering Futures IV-E	0139 Page County	51,862.00	5,511.05	24,317.05	27,544.95
815 Fostering Futures Fede	0139 Page County	8,801.00	0.00	3,051.00	5,750.00
817 State Adoption Subsidy	0139 Page County	7,700.00	1,269.00	4,340.15	3,359.85
829 Family Preservation an	0139 Page County	1,985.00	0.00	714.56	1,270.44
830 Child Welfare Substanc	0139 Page County	2,364.00	44.63	1,633.49	730.51
833 Adult Services	0139 Page County	10,546.00	162.75	3,474.23	7,071.77
835 IV-E Prevention Servic	0139 Page County	54,307.00	0.00	0.00	54,307.00
848 TANF - Up Manual Check	0139 Page County	1,000.00	0.00	0.00	1,000.00
849 Staff & Operations - N	0139 Page County	97,647.00	13,588.57	78,122.04	19,524.96
855 Staff & Operations Bas	0139 Page County	1,701,263.00	168,767.42	936,253.06	765,009.94
858 Staff & Operations Pas	0139 Page County	208,443.00	0.00	20.68	208,422.32
861 Chafee Education & Tra	0139 Page County	757.00	0.00	0.00	757.00
862 Independent Living Pro	0139 Page County	3,300.00	1,283.06	1,647.14	1,652.86
864 Respite Care for Foste	0139 Page County	750.00	0.00	0.00	750.00
866 Promoting Safe and Sta	0139 Page County	19,115.00	1,689.42	5,241.17	13,873.83
868 Promoting Safe and Sta	0139 Page County	7,351.90	0.00	7,351.90	0.00
872 VIEW - Purchased Servi	0139 Page County	25,704.00	408.48	830.19	24,873.81
873 IV-E Foster/Adopt Pare	0139 Page County	4,000.00	0.00	0.00	4,000.00
875 Child Welfare Admin Tr	0139 Page County	2,000.00	0.00	473.84	1,526.16
883 Non-View Day Care 100%	0139 Page County	0.00	(45.44)	(45.44)	45.44
884 CHAFEE Independent Liv	0139 Page County	25,870.75	0.00	25,870.75	0.00
895 Adult Protective Servi	0139 Page County	702.00	0.00	(10.00)	712.00
896 Adult Protective Servi	0139 Page County	6,560.00	0.00	6,560.00	0.00
898 Adult Protective Servi	0139 Page County	5,723.00	0.00	5,350.48	372.52

Total		2,949,715.65	250,391.03	1,437,863.16	1,511,852.49
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Local Budget Balance Report

Date: 19-JAN-23 18:20:58

Page: 1

Current Period: DEC-22

Currency: USD

No specific Budget Line requested
Budget Line FIPS

Budget Line	Budget - YTD	Actual - MTD	Actual - YTD	Funds Available
Budget Line				
804 Auxilliary Grants	85,845.00	6,046.00	38,970.00	46,875.00
808 TANF - Manual Checks	1,000.00	(198.47)	(681.38)	1,681.38
810 TANF - Emergency Assis	1,500.00	0.00	0.00	1,500.00
811 AFDC - Foster care	151,038.00	17,184.43	86,111.21	64,926.79
812 Title IV-E Adoption Su	462,581.00	37,919.00	269,218.00	193,363.00
814 Fostering Futures IV-E	51,862.00	4,162.07	28,479.12	23,382.88
815 Fostering Futures Fede	8,801.00	0.00	3,051.00	5,750.00
817 State Adoption Subsidy	7,700.00	1,269.00	5,609.15	2,090.85
829 Family Preservation an	1,985.00	0.00	714.56	1,270.44
830 Child Welfare Substanc	2,364.00	0.00	1,633.49	730.51
833 Adult Services	10,546.00	209.25	3,683.48	6,862.52
835 IV-E Prevention Servic	54,307.00	0.00	0.00	54,307.00
848 TANF - Up Manual Check	1,000.00	0.00	0.00	1,000.00
849 Staff & Operations - N	97,647.00	13,587.61	91,709.65	5,937.35
855 Staff & Operations Bas	1,701,263.00	160,839.93	1,097,092.99	604,170.01
858 Staff & Operations Pas	208,443.00	0.00	20.68	208,422.32
861 Chafee Education & Tra	757.00	0.00	0.00	757.00
862 Independent Living Pro	3,300.00	0.00	1,647.14	1,652.86
864 Respite Care for Foste	750.00	0.00	0.00	750.00
866 Promoting Safe and Sta	19,115.00	2,006.69	7,247.86	11,867.14
868 Promoting Safe and Sta	7,384.00	0.00	7,351.90	32.10
872 VIEW - Purchased Servi	25,704.00	0.00	830.19	24,873.81
873 IV-E Foster/Adopt Pare	4,000.00	0.00	0.00	4,000.00
875 Child Welfare Admin Tr	2,000.00	0.00	473.84	1,526.16
883 Non-View Day Care 1008	0.00	0.00	(45.44)	45.44
884 CHAFEE Independent Liv	34,369.00	0.00	25,870.75	8,498.25
895 Adult Protective Servi	702.00	0.00	(10.00)	712.00
896 Adult Protective Servi	6,560.00	0.00	6,560.00	0.00
898 Adult Protective Servi	5,723.00	0.00	5,350.48	372.52
Total	2,958,246.00	243,025.51	1,680,888.67	1,277,357.33

LASER

Date: 16-FEB-23 18:45:56

Local Budget Balance Report

Page: 1

Current Period: JAN-23

Currency: USD

No specific Budget Line requested

Budget Line	FIPS	Budget - YTD	Actual - MTD	Actual - YTD	Funds Available

Budget Line					
804 Auxiliary Grants	0139 Page County	85,845.00	7,689.00	46,659.00	39,186.00
808 TANF - Manual Checks	0139 Page County	1,000.00	0.00	(681.38)	1,681.38
810 TANF - Emergency Assis	0139 Page County	1,500.00	0.00	0.00	1,500.00
811 AFDC - Foster care	0139 Page County	151,038.00	11,942.00	98,053.21	52,984.79
812 Title IV-E Adoption Su	0139 Page County	462,581.00	37,919.00	307,137.00	155,444.00
814 Fostering Futures IV-E	0139 Page County	51,862.00	3,860.00	32,339.12	19,522.88
815 Fostering Futures Fede	0139 Page County	8,801.00	0.00	3,051.00	5,750.00
817 State Adoption Subsidy	0139 Page County	7,700.00	1,269.00	6,878.15	821.85
829 Family Preservation an	0139 Page County	1,985.00	0.00	714.56	1,270.44
830 Child Welfare Substanc	0139 Page County	2,364.00	251.64	1,885.13	478.87
833 Adult Services	0139 Page County	10,546.00	1,122.75	4,806.23	5,739.77
835 IV-E Prevention Servic	0139 Page County	54,307.00	0.00	0.00	54,307.00
848 TANF - Up Manual Check	0139 Page County	1,000.00	0.00	0.00	1,000.00
849 Staff & Operations - N	0139 Page County	97,647.00	5,695.82	97,405.47	241.53
855 Staff & Operations Bas	0139 Page County	1,701,563.00	175,000.05	1,272,093.04	429,469.96
858 Staff & Operations Pas	0139 Page County	208,443.00	0.00	20.68	208,422.32
861 Chafee Education & Tra	0139 Page County	757.00	0.00	0.00	757.00
862 Independent Living Pro	0139 Page County	3,300.00	0.00	1,647.14	1,652.86
864 Respite Care for Foste	0139 Page County	750.00	0.00	0.00	750.00
866 Promoting Safe and Sta	0139 Page County	19,115.00	266.81	7,514.67	11,600.33
868 Promoting Safe and Sta	0139 Page County	7,351.90	0.00	7,351.90	0.00
872 VIEW - Purchased Servi	0139 Page County	25,704.00	0.00	830.19	24,873.81
873 IV-E Foster/Adopt Pare	0139 Page County	4,000.00	0.00	0.00	4,000.00
875 Child Welfare Admin Tr	0139 Page County	2,000.00	0.00	473.84	1,526.16
883 Non-View Day Care 100%	0139 Page County	0.00	0.00	(45.44)	45.44
884 CHAFEE Independent Liv	0139 Page County	25,870.75	0.00	25,870.75	0.00
895 Adult Protective Servi	0139 Page County	702.00	38.38	28.38	673.62
896 Adult Protective Servi	0139 Page County	6,560.00	0.00	6,560.00	0.00
898 Adult Protective Servi	0139 Page County	5,723.00	0.00	5,350.48	372.52

Total		2,950,015.65	245,054.45	1,925,943.12	1,024,072.53
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Director's Report for Page County Board Meeting

1. We are fully staffed.
2. SNAP for 2022 = 8.8 million dollars in distributed funding.
3. Our annual Fraud Plan for 2023-2024 was submitted to the State on 1-31.
4. The benefits side of operations continue to prepare for unwinding.
5. Governors' Transformation for Behavioral Health Resources, especially in areas like Page County which has very few resources of this type has started.
6. We will be presenting the budget for the next fiscal year to Amity, tomorrow. We have included some capital improvements, such as a new vehicle as well as paint for the walls.
7. We had our first DSS involved CPS fentanyl case this past week. (Removal of a newborn child)
8. We presented at the Page County school systems on two separate areas.
 - a. CPS reporting protocols
 - b. Careers in social services for Page and Luray HS Seniors.
9. We, as well as several other adjacent DSS offices, are struggling with the number of children who are mandated CHINS cases by the court. Foster care is also being heavily used by the courts as a solution for truancy.