

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

February 9, 2022

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 15, 2022 @ 8:35 am.**

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

We look forward to seeing you then.

Page County Board of Social Services

PAGE COUNTY BOARD OF SOCIAL SERVICES

FEBRUARY 15, 2021

AGENDA

- I. CALL TO ORDER (TIME: _____ BY: _____)

- II. ADVISORY BOARD TRAINING & QUESTIONS

- III. APPROVAL OF PREVIOUS MONTH'S MINUTES
(MOTION: _____ 2ND: _____)

- IV. STATISTICAL REPORT

- V. ADMINISTRATIVE EXPENDITURES
(MOTION: _____ 2ND: _____)

- VI. REFUNDS AND COLLECTIONS
(MOTION: _____ 2ND: _____)

- VII: LOCAL BUDGET REVIEW

- VIII. DIRECTORS UPDATE TO THE BOARD

- IV. BOARD MEMBER COMMENTS

- X. ADJOURNMENT
(TIME: _____ MOTION: _____
SECONDED: _____)

PAGE COUNTY LOCAL BOARD OF SOCIAL SERVICES

DECEMBER 14, 2021

OPEN SESSION AGENDA

The Page County Board of Social Services held its regular meeting on December 14, 2021 at the Page County Government building. The following board members were present: Amity Moler, Morgan Phenix, Chris Ponn and Darris Ritenour, Patricia Koontz, Director, and Theresa Seastrom to take minutes of the meeting.

- I.** The meeting opened at 8:33 a.m. with a web presentation with Will Hoff, VDSS Regional Administrative Manager, on the Local Board Member training and the duties of an Advisory Board. Discussion followed.
- II.** The motion was made to convene into the regular open session meeting at 8:55 a.m. The minutes of the October 19, 2021 meeting were approved as presented by Chris Ponn and seconded by Morgan Phenix.

The Statistical Reports, Administrative Expenditures and Refunds and Collections were approved as presented by Chris Ponn and seconded by Morgan Phenix.

- III.** The Director provided an agency status update. The agency currently has two vacant Benefit Programs Specialist positions and two vacant Family Services Specialist positions. It was stated that the Benefit Programs Specialist positions are vacant due to employees transferring to agencies for 100% telework positions. Discussion followed.

The agency recently had two employees in the agency with covid. Quarantine measures were implemented and there were no further illnesses. The agency is still following a covid protocol of 10 – 14 days quarantine/telework if the employee is covid positive or has symptoms of covid.

The agency currently has 28 children in Foster Care. 24 children in Foster Care and 4 in the Fostering Futures program. 8 of the children in Foster Care are to be adopted.

The agency staff thanked Page County for the salary bonus that was provided to tenured employees by the County effective December 14, 2021. In addition to the tenured employee bonuses it was discussed in cooperation with Page County Administrator to perform a pay study in the near future for all agency employees to determine possible pay variances.

- IV.** The Board discussed interest in implementing programs for local children. Discussion followed with possible ideas, questions on implementation and funding.

V. Administrative Expenditures:

November 2021

| | |
|----------------------|---------------|
| Administration: | \$ 195,239.94 |
| Assistance: | \$ 58,868.84 |
| Purchase of Service: | \$ 2,628.57 |

December 2021

| | |
|----------------------|---------------|
| Administration: | \$ 168,930.95 |
| Assistance: | \$ 52,162.66 |
| Purchase of Service: | \$ 4,659.45 |

X. Refunds and Collections:

November 2021

| | |
|----------------------------|-------------|
| Total Special Welfare: | \$ 2,263.74 |
| Total Public Assistance: | \$ 0.00 |
| Total Purchase of Service: | \$ 5.00 |
| Total Administrative: | \$ 92.98 |
| SNAP Over issuance: | \$ 394.26 |

December 2021

| | |
|----------------------------|-----------|
| Total Special Welfare: | \$ 746.00 |
| Total Public Assistance: | \$ 944.00 |
| Total Purchase of Service: | \$ 0.00 |
| Total Administrative: | \$ 303.97 |
| SNAP Over issuance: | \$ 80.00 |

XI. Cancellations:

There were no cancelled checks during the period of October 2021 and November 2021.

IX. Adjournment: There being no further business the meeting was adjourned at 9:30 a.m. by Chris Ponn and Morgan Phenix.

Chairman

Patricia Koontz, Director

CASELOAD STATISTICAL REPORT BY PROGRAM

FOR THE MONTH OF DECEMBER, 2021

| PROGRAM | # APPLICATIONS FOR MONTH | # APPLICATIONS YEAR TO DATE | ACTIVE CASES | # RECERTS & REVIEWS |
|-----------------------------|---|--|---|--|
| FOOD STAMPS | 74 | 1044 | 1343 CASES 2557 RECIP. 636,912.00 ISSUED | 95 |
| TANF | 4 | 69 | 28 | 3 |
| MEDICAID | 74 | 922 | 4301 CASES 7189 RECIP. | 78 |
| AUXILIARY GRANTS | 0 | 7 | 12 | — |

CASELOAD STATISTICAL REPORT BY PROGRAM

FOR THE MONTH OF JANUARY, 2022

| PROGRAM | # APPLICATIONS FOR MONTH | # APPLICATIONS YEAR TO DATE | ACTIVE CASES | # RECERTS & REVIEWS |
|-----------------------------|---|--|---|--|
| FOOD STAMPS | 113 | 113 | 1373 CASES 2634 RECIP. 651,978.00 ISSUED | 121 |
| TANF | 6 | 6 | 29 | 3 |
| MEDICAID | 131 | 131 | 4336 CASES 7246 RECIP. | 361 |
| AUXILIARY GRANTS | 1 | 1 | 12 | — |

Fuel-Heating program- We had 684 applications this year.

LASER

Date: 17-DEC-21 11:01:33

Local Budget Balance Report

Page: 1

Current Period: NOV-21

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 | 76,906.00 | 7,469.00 | 43,090.00 | 33,816.00 |
| 808 TANF - Manual Checks | 0139 Page County | 1,000.00 | 0.00 | 0.00 | 1,000.00 |
| 810 TANF - Emergency Assis | 0139 Page County | 1,500.00 | 0.00 | 0.00 | 1,500.00 |
| 811 AFDC - Foster care | 0139 Page County | 133,005.00 | 8,292.53 | 49,429.91 | 83,575.09 |
| 812 Title IV-E Adoption Su | 0139 Page County | 404,268.00 | 40,486.00 | 225,478.00 | 178,790.00 |
| 814 Fostering Futures IV-E | 0139 Page County | 24,000.00 | 1,560.00 | 8,997.69 | 15,002.31 |
| 815 Fostering Futures Fede | 0139 Page County | 8,000.00 | 735.00 | 4,396.00 | 3,604.00 |
| 817 State Adoption Subsidy | 0139 Page County | 11,001.00 | 300.00 | 3,214.93 | 7,786.07 |
| 829 Family Preservation an | 0139 Page County | 1,985.00 | 0.00 | 0.00 | 1,985.00 |
| 830 Child Welfare Substanc | 0139 Page County | 2,364.00 | 0.00 | 1,273.45 | 1,090.55 |
| 833 Adult Services | 0139 Page County | 10,546.00 | 750.08 | 4,286.45 | 6,259.55 |
| 835 IV-E Prevention Well- | 0139 Page County | 54,307.00 | 0.00 | 0.00 | 54,307.00 |
| 847 Current Year Staff & O | 0139 Page County | 94,061.00 | 14,949.57 | 21,270.01 | 72,790.99 |
| 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 | 93,833.00 | 12,750.11 | 50,617.40 | 43,215.60 |
| 855 Staff & Operations Bas | 0139 Page County | 1,526,681.00 | 164,555.10 | 884,558.67 | 642,122.33 |
| 858 Staff & Operations Pas | 0139 Page County | 230,644.00 | 0.00 | 0.00 | 230,644.00 |
| 861 Chafee Education & Tra | 0139 Page County | 1,173.00 | 0.00 | 0.00 | 1,173.00 |
| 862 Independent Living Pro | 0139 Page County | 3,120.00 | 0.00 | 0.00 | 3,120.00 |
| 866 Promoting Safe and Sta | 0139 Page County | 17,675.00 | 1,809.15 | 3,792.37 | 13,882.63 |
| 872 VIEW - Purchased Servi | 0139 Page County | 21,030.00 | 74.34 | 523.18 | 20,506.82 |
| 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 | 390.00 | 1,610.00 |
| 883 Non-View Day Care 100% | 0139 Page County | 0.00 | 0.00 | (644.00) | 644.00 |
| 884 CHAFEE Independent Liv | 0139 Page County | 5,000.00 | 0.00 | 3,017.93 | 1,982.07 |
| 885 CHAFEE EDUCATION AND T | 0139 Page County | 3,000.00 | 0.00 | 0.00 | 3,000.00 |
| 895 Adult Protective Servi | 0139 Page County | 702.00 | 0.00 | 244.33 | 457.67 |
| 896 Adult Protective Servi | 0139 Page County | 6,560.00 | 0.00 | 0.00 | 6,560.00 |
| ----- | | | | | |
| Total | | 2,739,361.00 | 253,730.88 | 1,303,936.32 | 1,435,424.68 |
| ===== | | | | | |

LASER

Date: 19-JAN-22 15:11:09

Local Budget Balance Report

Page: 1

Current Period: DEC-21

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 | 76,906.00 | 7,469.00 | 50,559.00 | 26,347.00 |
| 808 TANF - Manual Checks | 0139 Page County | 1,000.00 | 0.00 | 0.00 | 1,000.00 |
| 810 TANF - Emergency Assis | 0139 Page County | 1,500.00 | 0.00 | 0.00 | 1,500.00 |
| 811 AFDC - Foster care | 0139 Page County | 133,005.00 | 2,309.82 | 51,739.73 | 81,265.27 |
| 812 Title IV-E Adoption Su | 0139 Page County | 469,268.00 | 39,303.00 | 264,781.00 | 204,487.00 |
| 814 Fostering Futures IV-E | 0139 Page County | 24,000.00 | 1,470.00 | 10,467.69 | 13,532.31 |
| 815 Fostering Futures Fede | 0139 Page County | 9,500.00 | 735.00 | 5,131.00 | 4,369.00 |
| 817 State Adoption Subsidy | 0139 Page County | 11,001.00 | 875.84 | 4,090.77 | 6,910.23 |
| 829 Family Preservation an | 0139 Page County | 1,985.00 | 0.00 | 0.00 | 1,985.00 |
| 830 Child Welfare Substanc | 0139 Page County | 3,153.00 | 1,479.64 | 2,753.09 | 399.91 |
| 833 Adult Services | 0139 Page County | 10,546.00 | 738.46 | 5,024.91 | 5,521.09 |
| 835 IV-E Prevention Well- | 0139 Page County | 54,307.00 | 0.00 | 0.00 | 54,307.00 |
| 847 Current Year Staff & O | 0139 Page County | 94,061.00 | 6,320.48 | 27,590.49 | 66,470.51 |
| 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 | 93,833.00 | 12,750.16 | 63,367.56 | 30,465.44 |
| 855 Staff & Operations Bas | 0139 Page County | 1,526,681.00 | 142,977.63 | 1,027,536.30 | 499,144.70 |
| 858 Staff & Operations Pas | 0139 Page County | 230,644.00 | 0.00 | 0.00 | 230,644.00 |
| 861 Chafee Education & Tra | 0139 Page County | 1,173.00 | 0.00 | 0.00 | 1,173.00 |
| 862 Independent Living Pro | 0139 Page County | 3,120.00 | 0.00 | 0.00 | 3,120.00 |
| 866 Promoting Safe and Sta | 0139 Page County | 17,675.00 | 2,441.35 | 6,233.72 | 11,441.28 |
| 872 VIEW - Purchased Servi | 0139 Page County | 21,030.00 | 0.00 | 523.18 | 20,506.82 |
| 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 | 390.00 | 1,610.00 |
| 883 Non-View Day Care 100% | 0139 Page County | 0.00 | 0.00 | (644.00) | 644.00 |
| 884 CHAFEE Independent Liv | 0139 Page County | 5,000.00 | 0.00 | 3,017.93 | 1,982.07 |
| 885 CHAFEE EDUCATION AND T | 0139 Page County | 3,000.00 | 0.00 | 0.00 | 3,000.00 |
| 895 Adult Protective Servi | 0139 Page County | 702.00 | 0.00 | 244.33 | 457.67 |
| 896 Adult Protective Servi | 0139 Page County | 6,560.00 | 0.00 | 0.00 | 6,560.00 |
| ----- | | | | | |
| Total | | 2,806,650.00 | 218,870.38 | 1,522,806.70 | 1,283,843.30 |
| ===== | | | | | |