

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

June 9, 2022

Re: June 2022 Board Meeting

We are inviting you to the board meeting of the Page County Board of Social Services to be held on Tuesday, June 14, 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

JUNE 14, 2022

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: BOARD MEMBER COMMENTS

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

PAGE COUNTY LOCAL BOARD OF SOCIAL SERVICES

APRIL 19, 2022

OPEN SESSION AGENDA

The Page County Board of Social Services held its regular meeting on April 19, 2022. The following board members were present: Jennifer Foltz, Irma Housden, Del Price, Chris Ponn, Darris Ritenour, Patricia Koontz, Director, Linda McLain and Theresa Seastrom to take minutes of the meeting.

- I. The motion was made to convene into the regular open session meeting at 8:39 am. The minutes of the February 15, 2022 meeting were approved as presented by Del Price and seconded by Irma Housden.
- II. **Statistical Reports:** The statistical reports for the months of February 2022 and March 2022 were presented for review by Linda McLain. Discussion followed.
- III. The Administrative Expenditures for the months of January 2022 and February 2022 were presented to the Board for review. The expenditures were approved as presented by Del Price and seconded by Irma Housden.

The Refunds and Collections for the month of November 2021 and December 2021 were presented to the Board for review and approved as presented by Del Price and seconded by Irma Housden.

- IV. The Local Department of Social Services Compensation Plan 2022-2023 was presented to the Board for review and approval. County Administrator Amity Moler was absent however the plan was sent for her review prior to the meeting. The only changes to the plan is to reflect an Additional Local Salary Increase of 4% on July 1, 2022 as approved by the County Administrator. The plan was unanimously approved with this change.
- V. The Director advised that the agency acknowledged the hard work of the staff departments per the State's Appreciation months recently with an appreciation lunch. The Benefits Programs staff in February, Service Workers in March and the Clerical staff in April.

The Director advised that she had submitted the Safe & Stable Families Grant and it was approved for renewal for FY 22/23 in the amount of \$18,000.00.

The State did grant additional COVID Safe and Stable Families funds to our agency. These funds will be available for use through September 2022.

The Director advised that Benefit and Service program/cases are being monitored regularly by the State through audits and reviews. The Director advised the agency currently has 28 foster children in care. Discussion followed.

The agency recently hired Shelly Spart for the vacant Family Services Specialist I position. Shelly will begin her employment with the agency on May 1, 2022.

This will be the last board meeting for the Director, Patricia Koontz. Mrs. Koontz is retiring on April 30, 2022 after 37 years of employment with the agency. She has worked in CPS, Service Supervisor, Day Care Program Manager/Supervisor, Interim Director and Director. Mrs. Koontz thanked the Board for all their support during her service as Director.

VI. Administrative Expenditures:

March 2022

Administration:	\$ 192,223.07
Assistance:	\$ 60,248.84
Purchase of Service:	\$ 13,268.77

April 2022

Administration:	\$ 190,991.69
Assistance:	\$ 64,259.65
Purchase of Service:	\$ 7,148.08

X. Refunds and Collections:

March 2022

Total Special Welfare:	\$ 828.61
Total Public Assistance:	\$ 485.83
Total Purchase of Service:	\$ 0.00
Total Administrative:	\$ 0.00
SNAP Over issuance:	\$ 86.39

April 2022

Total Special Welfare:	\$ 892.87
Total Public Assistance:	\$ 4,932.00
Total Purchase of Service:	\$ 851.39
Total Administrative:	\$ 0.00
SNAP Over issuance:	\$ 2,383.96

XI. Cancellations:

The following checks were cancelled during the period of March 2022 and April 2022:

1. Check #57144, dated March 1, 2022, in the amount of \$358.00 payable to Keith Kennedy, BL #804-Auxillary Grants.

IX. Adjournment: There being no further business the meeting was adjourned at 9:29 a.m. by Del Price and seconded by Darris Ritenour.

CASELOAD STATISTICAL REPORT BY PROGRAM

FOR THE MONTH OF APRIL, 2022

PROGRAM	# APPLICATIONS FOR MONTH	# APPLICATIONS YEAR TO DATE	ACTIVE CASES	# RECERTS & REVIEWS
FOOD STAMPS	108	414	1465 CASES 2812 PERSONS 692,100.00 ISSUED	41
TANF	4	27	33	3
MEDICAID	76	218	CASES-4444 RECIP.-7438	370
AUXILIARY GRANTS	0	1	10	—

The Cooling Program begins 06/15/2022.

CASELOAD STATISTICAL REPORT BY PROGRAM

FOR THE MONTH OF MAY, 2022

PROGRAM	# APPLICATIONS FOR MONTH	# APPLICATIONS YEAR TO DATE	ACTIVE CASES	# RECERTS & REVIEWS
FOOD STAMPS	102	516	1487 cases 2843 Persons 680,956.00 issued	36
TANF	13	40	34	4
MEDICAID	56	274	Cases-4462 Recip.-7469	372
AUXILIARY GRANTS	0	1	10	—

LASER

Date: 19-APR-22 10:31:11

Local Budget Balance Report

Page: 1

Current Period: MAR-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	84,406.00	5,685.17	70,069.17	14,336.83
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	8,497.20	99,275.81	33,729.19
812 Title IV-E Adoption Su	0139 Page County	469,268.00	40,486.00	387,422.00	81,846.00
814 Fostering Futures IV-E	0139 Page County	24,000.00	2,940.00	23,086.37	913.63
815 Fostering Futures Fede	0139 Page County	9,500.00	735.00	7,336.00	2,164.00
817 State Adoption Subsidy	0139 Page County	11,001.00	1,779.25	7,554.31	3,446.69
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	0.00	2,753.09	399.91
833 Adult Services	0139 Page County	10,546.00	730.08	7,181.64	3,364.36
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	9,920.93	51,715.68	42,345.32
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	6,366.68	93,833.00	0.00
855 Staff & Operations Bas	0139 Page County	1,526,981.00	165,144.34	1,466,712.19	60,268.81
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	45.00	45.00	3,075.00
864 Respite Care for Foste	0139 Page County	375.00	0.00	0.00	375.00
866 Promoting Safe and Sta	0139 Page County	17,675.00	10,062.77	16,508.38	1,166.62
868 Promoting Safe and Sta	0139 Page County	11,435.00	689.47	1,139.47	10,295.53
872 VIEW - Purchased Servi	0139 Page County	21,030.00	74.33	726.08	20,303.92
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	23,516.00	0.00	3,017.93	20,498.07
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
898 Adult Protective Servi	0139 Page County	5,723.00	0.00	0.00	5,723.00

Total		2,850,499.00	253,156.22	2,238,366.45	612,132.55
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Local Budget Balance Report

Current Period: APR-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	84,406.00	6,171.00	76,240.17	8,165.83
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	11,321.00	110,596.81	22,408.19
812 Title IV-E Adoption Su	0139	Page County	470,768.00	40,486.00	427,908.00	42,860.00
814 Fostering Futures IV-E	0139	Page County	32,000.00	4,751.25	27,837.62	4,162.38
815 Fostering Futures Fede	0139	Page County	9,500.00	735.00	8,071.00	1,429.00
817 State Adoption Subsidy	0139	Page County	11,001.00	795.40	8,349.71	2,651.29
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	0.00	2,753.09	399.91
833 Adult Services	0139	Page County	10,546.00	997.70	8,179.34	2,366.66
835 IV-E Prevention Well-	0139	Page County	54,307.00	0.00	0.00	54,307.00
843 Central Service Cost A	0139	Page County	58,533.50	58,533.50	58,533.50	0.00
847 Current Year Staff & O	0139	Page County	94,061.00	8,838.12	60,553.80	33,507.20
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	0.00	93,833.00	0.00
855 Staff & Operations Bas	0139	Page County	1,526,981.00	60,268.81	1,526,981.00	0.00
858 Staff & Operations Pas	0139	Page County	280,644.00	110,973.82	110,973.82	169,670.18
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	45.00	3,075.00
864 Respite Care for Foste	0139	Page County	100.00	0.00	0.00	100.00
866 Promoting Safe and Sta	0139	Page County	17,675.00	0.00	16,508.38	1,166.62
868 Promoting Safe and Sta	0139	Page County	11,435.00	773.76	1,913.23	9,521.77
872 VIEW - Purchased Servi	0139	Page County	21,030.00	99.26	825.34	20,204.66
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	(851.39)	(1,495.39)	1,495.39
884 CHAFEE Independent Liv	0139	Page County	23,516.00	6,000.00	9,017.93	14,498.07
885 CHAFEE EDUCATION AND T	0139	Page County	3,000.00	128.75	128.75	2,871.25
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
898 Adult Protective Servi	0139	Page County	5,723.00	0.00	0.00	5,723.00

Total			2,968,257.50	310,021.98	2,548,388.43	419,869.07
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