

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

June 14, 2023

Re: June 2023 Board Meeting

We are inviting you to the board meeting of the Page County Board of Social Services to be held on **Tuesday, June 20, 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
JUNE 20, 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

FEBRUARY 21, 2023

OPEN SESSION AGENDA

The Page County Board of Social Services held its regular meeting on February 21, 2023. The following board members and staff were present: Beth Ancell, Chris Ponn, Del Price, Darris Ritenour, Kurt Emmerling, Director, Linda McLain, 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 8:40 am. The agenda for the meeting was approved by Chris Ponn and seconded by Darris Ritenour.
- II. **Statistical Reports:** The statistical reports for the months of November, December 2022 and January 2023 were presented for review. It was noted that SNAP clients will be seeing a reduction in SNAP benefits as the State returns to pre covid benefits amounts. Discussion followed.
- III. The Administrative Expenditures for the months of November, December 2022 and January 2023 were presented to the Board for review. The expenditures were approved as presented by Darris Ritenour and seconded by Chris Ponn.

The Refunds and Collections for the month of November, December 2022 and January 2023 were presented to the Board for review and approved as presented by Darris Ritenour and seconded by Chris Ponn.

- IV. The Board requested the balance of the FY2022 local funding for Promoting Local Families be contributed in some way to the Angels Play park in honor of Nick Winum being constructed in Stanley. Motion was made by Darris Ritenour and seconded by Chris Ponn with all in favor. Further information will be needed in regards to the parks needs and how to contribute.

The Board was advised that the ABODE component of SNAP is returning which will enforce work requirements for clients to receive SNAP benefits. Discussion followed.

The Director advised that the agency is at this time fully staffed with the hiring of the last vacant Family Services Specialist position.

The Board was advised that communications have greatly improved over the last several months with law enforcement and schools. The Director advised that currently Truancy is a big issue for local departments of social services. The courts are placing children into care due to truancy issues and is overwhelming social services staff due to increased cases, court dates, etc.

V. Administrative Expenditures:

February 2023

Administration:	\$ 197,557.38
Assistance:	\$ 58,578.23
Purchase of Service:	\$ 5,589.31

V. Refunds and Collections:

February 2023

Total Special Welfare:	\$ 871.87
Total Public Assistance:	\$ 0.00
Total Purchase of Service:	\$ 0.00
Total Administrative:	\$ 0.00
SNAP Over issuance:	\$ 652.13
TANF Repayment:	\$ 0.00

VI. Cancellations:

The following checks were cancelled during the period of February 2023:

1. Check #58322, dated December 30, 2022, in the amount of \$209.25 payable to Continuing Care. BL #833-Adult Services. Check lost in mail.
2. Check #58430, dated January 31, 2023, in the amount of \$448.00 payable to Daniel & Melody Snider. BL #811-IV-E Foster Care.

VII. Adjournment: There being no further business the meeting was adjourned at 9:43 am by motion from Darris Ritenour and seconded by Del Price.

Del Price, Board Chair

Kurt Emmerling, Director

Director's Report
Page County DSS Board Meeting
April 18, 2023

1. Met with PCDSS staff individually in the month of March. Evaluated staff concerns and classified several common response areas for possible improvements/goals. During our next All Staff Meeting on June 1, we will review these concerns and propose changes to our functioning according to these needs.
 - a. Communication
 - b. Training
 - c. Workload
 - d. Teamwork
2. In process of switching our payroll systems over to the County's system
3. Staff from the Benefits and Family Services Side were recognized during social work appreciation month with a luncheon.
4. Awaiting news from the County on possible Cost of Living and Salary Adjustments. The State has proposed a total 5-7% raise, but Counties will have to pay the required matching dollars.
5. Confusion at the State exists on benefits programs unwinding protocols. The same day a training came out to the local benefits offices, contradictory information was presented at the VLSSE meeting in Winchester. Staff are understandably confused, discouraged and unfortunately the problem is statewide.
6. We continue to struggle with "On-Notice" case designations from the courts even though many of these cases do not meet CPS emergency standards.
7. We need a new vehicle. But unfortunately, we lack the funds to purchase one. Instead, we decided to repair the ones we have. The 2005 Ford Escape is the most in need of replacement.
8. We have approval, no local match required, for overtime to deal with unwinding (post pandemic changes.)

9. The new fiberoptic lines for increasing our internet capacity and speed are behind schedule. Running the lines, the most time intensive process, has taken far longer than the State initially imagined.

LASER

Date: 16-MAR-23 10:11:59

Local Budget Balance Report

Page: 1

Current Period: FEB-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	4,479.00	51,138.00	34,707.00
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	12,985.56	111,038.77	39,999.23
812 Title IV-E Adoption Su	0139 Page County	462,581.00	35,867.00	343,004.00	119,577.00
814 Fostering Futures IV-E	0139 Page County	51,862.00	4,498.67	36,837.79	15,024.21
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	15,700.00	748.00	7,626.15	8,073.85
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	459.61	2,344.74	19.26
833 Adult Services	0139 Page County	10,546.00	769.41	5,575.64	4,970.36
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	0.00	97,405.47	241.53
855 Staff & Operations Bas	0139 Page County	1,701,563.00	187,448.94	1,459,541.98	242,021.02
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	4,109.29	11,623.96	7,491.04
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	251.00	279.38	422.62
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		2,958,015.65	251,616.48	2,177,559.60	780,456.05
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CASELOAD STATISTICAL REPORT BY PROGRAM

FOR THE MONTH OF FEBRUARY, 2023

PROGRAM	# APPLICATIONS FOR MONTH	# APPLICATIONS YEAR TO DATE	ACTIVE CASES	# RECERTS & REVIEWS
FOOD STAMPS	98	219	1673 CASES 3202 RECIP. \$875,977.00 ISSUED	109
TANF	4	18	30	3
MEDICAID	62	119	4616 CASES 7777 RECIP.	384
AUXILIARY GRANTS	1	1	9	—

CASELOAD STATISTICAL REPORT BY PROGRAM

FOR THE MONTH OF MARCH, 2023

PROGRAM	# APPLICATIONS FOR MONTH	# APPLICATIONS YEAR TO DATE	ACTIVE CASES	# RECERTS & REVIEWS
FOOD STAMPS	84	303	1658 CASES 3169 RECIP. \$501,666.00 ISSUED	104
TANF	10	28	32	4
MEDICAID	63	182	4641 CASES 7832 RECIP.	386
AUXILIARY GRANTS	0	1	8	—

PAGE COUNTY LOCAL BOARD OF SOCIAL SERVICES

APRIL 18, 2023

OPEN SESSION AGENDA

The Page County Board of Social Services held its regular meeting on April 18, 2023. The following board members were present: Beth Ancell and Chris Ponn. Staff present were: Kurt Emmerling, Director, Linda McLain, Samantha Fox and Theresa Seastrom to take minutes of the meeting. Absent board members were: Del Price and Darris Ritenour.

The meeting was unable to be held due to not having a quorum. The minutes of the February 21, 2023 meeting and the April 18, 2023 agenda will be presented at the next board meeting scheduled for June 20, 2023.

PAGE COUNTY LOCAL BOARD OF SOCIAL SERVICES

JUNE 20, 2023

OPEN SESSION AGENDA

Statistical Reports: The statistical reports for the months of April and May 2023 for review and discussion.

Administrative Expenditures:

March 2023

Administration:	\$ 192,734.55
Assistance:	\$ 58,090.52
Purchase of Service:	\$ 1,000.07

April 2023

Administration:	\$ 192,790.19
Assistance:	\$ 57,025.24
Purchase of Service:	\$ 2,594.41

Refunds and Collections:

March 2023

Total Special Welfare:	\$ 3,591.06
Total Public Assistance:	\$ 0.00
Total Purchase of Service:	\$ 983.07
Total Administrative:	\$ 0.00
SNAP Over issuance:	\$ 190.00
TANF Repayment:	\$ 0.00

April 2023

Total Special Welfare:	\$ 2,314.00
Total Public Assistance:	\$ 0.00
Total Purchase of Service:	\$ 138.84
Total Administrative:	\$ 0.00
SNAP Over issuance:	\$ 1,485.00
TANF Repayment:	\$ 0.00

VI. Cancellations:

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

3. Check #58808, dated April 28, 2023, in the amount of \$772.00 payable to Madison Rosser. BL #814-IV-E Fostering Futures.
4. Check #57499, dated June 1, 2022, in the amount of \$419.00 payable to David Honeycutt. BL #804-Auxiliary Grants.
5. Check #58234, dated December 15, 2022, in the amount of \$1,512.50 payable to VACU. BL #855-Staff & Operations.
6. Check #58259, dated December 30, 2022, in the amount of \$1,353.32 payable to AT&T. BL #855-Staff & Operations.
7. Check #58260, dated December 30, 2022, in the amount of \$1,427.01 payable to Brightspeed. BL #855-Staff & Operations.
8. Check #58261, dated December 30, 2022, in the amount of \$267.52 payable to Comcast. BL #855-Staff & Operations.
9. Check #58262, dated December 30, 2022, in the amount of \$287.70 payable to The Supply Room. BL #855-Staff & Operations.
10. Check #58266, dated December 30, 2022, in the amount of \$275.20 payable to WEX Bank. BL #855-Staff & Operations.
11. Check #58275, dated December 30, 2022, in the amount of \$1,512.50 payable to VACU. BL #855-Staff & Operations.
12. Check #58931, dated May 31, 2023, in the amount of \$37.88 payable to Madison Rosser. BL #811-Fostering Futures.
13. Check #58953, dated May 31, 2023, in the amount of \$301.54 payable to People Places. BL #811-IV-E Foster Care.
14. Check #58954, dated May 31, 2023, in the amount of \$284.59 payable to People Places. BL #811-IV-E Foster Care.

LASER

Date: 18-APR-23 12:26:46

Local Budget Balance Report

Page: 1

Current Period: MAR-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	4,735.00	55,873.00	29,972.00
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	10,658.00	121,696.77	29,341.23
812 Title IV-E Adoption Su	0139 Page County	462,581.00	36,526.52	379,530.52	83,050.48
814 Fostering Futures IV-E	0139 Page County	51,862.00	4,381.00	41,218.79	10,643.21
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	15,700.00	1,790.00	9,416.15	6,283.85
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	0.00	2,344.74	19.26
833 Adult Services	0139 Page County	10,546.00	533.75	6,109.39	4,436.61
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	0.00	97,405.47	241.53
855 Staff & Operations Bas	0139 Page County	1,702,763.00	180,501.06	1,640,043.04	62,719.96
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	920.16	12,544.12	6,570.88
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	82.39	912.58	24,791.42
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	123.00	596.84	1,403.16
883 Non-View Day Care 100%	0139 Page County	0.00	(798.07)	(843.51)	843.51
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	279.38	422.62
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		2,959,215.65	239,452.81	2,417,012.41	542,203.24
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Local Budget Balance Report

Current Period: APR-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	4,735.00	60,608.00	25,237.00
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	10,910.24	132,607.01	18,430.99
812 Title IV-E Adoption Su	0139 Page County	462,581.00	36,030.00	415,560.52	47,020.48
814 Fostering Futures IV-E	0139 Page County	51,862.00	4,381.00	45,599.79	6,262.21
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	15,700.00	969.00	10,385.15	5,314.85
829 Family Preservation an	0139 Page County	1,985.00	1,084.43	1,798.99	186.01
830 Child Welfare Substanc	0139 Page County	2,364.00	0.00	2,344.74	19.26
833 Adult Services	0139 Page County	10,546.00	546.00	6,655.39	3,890.61
835 IV-E Prevention Servic	0139 Page County	54,307.00	0.00	0.00	54,307.00
843 Central Service Cost A	0139 Page County	58,970.52	58,970.52	58,970.52	0.00
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	0.00	97,405.47	241.53
851 LDSS Surge Overtime	0139 Page County	1,000.00	737.77	737.77	262.23
855 Staff & Operations Bas	0139 Page County	1,702,763.00	62,639.23	1,702,682.27	80.73
858 Staff & Operations Pas	0139 Page County	318,443.00	118,725.38	118,746.06	199,696.94
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	1,078.05	13,622.17	5,492.83
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	24.77	937.35	24,766.65
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	596.84	1,403.16
883 Non-View Day Care 100%	0139 Page County	0.00	0.00	(843.51)	843.51
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	279.38	422.62
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		3,129,186.17	300,831.39	2,717,843.80	411,342.37
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CASELOAD STATISTICAL REPORT BY PROGRAM

FOR THE MONTH OF APRIL, 2023

PROGRAM	# APPLICATIONS FOR MONTH	# APPLICATIONS YEAR TO DATE	ACTIVE CASES	# RECERTS & REVIEWS
FOOD STAMPS	80	383	1660 Cases 3144 Recip. 475,881.00 issued	88
TANF	3	31	31	4
MEDICAID	61	243	4647 Cases 7836 Recip.	387
AUXILIARY GRANTS	0	1	8	--

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

PROGRAM	# APPLICATIONS FOR MONTH	# APPLICATIONS YEAR TO DATE	ACTIVE CASES	# RECERTS & REVIEWS
FOOD STAMPS	90	473	1651 Cases 3118 Recip. 470,883.00 Issued	129
TANF	3	34	33 Cases	3
MEDICAID	78	321	4589 Cases 7696 Recip.	515
AUXILIARY GRANTS	2	3	9	--

The Cooling Program will begin on June 15, 2023 and run through August 15, 2023.