

**POWHATAN COUNTY BOARD OF SOCIAL SERVICES
DEPARTMENT OF SOCIAL SERVICES CONFERENCE ROOM
3908 OLD BUCKINGHAM ROAD, SUITE 2
POWHATAN, VA 23139**

**August 23, 2016
9:00 AM**

Attendance:

Mary Ellen Freer, Chair
Gay Bartlett
Brad Burdette
Angie Cabell
Ernestine Taylor
Carson Tucker
Karen Ylimaki

Management Team and Staff:

Lynn Murphy, Services Programs Manager
Sharon Bartley, Operations/Finance Manager
Phoebe Wright, Benefit Programs Manager
Audra Morris, CSA Coordinator
Sarah Cash, Office Associate

Call to order:

Board Chair, Ms. Mary Ellen Freer called the meeting to order at 9:00 am.

Invocation:

Mrs. Freer provided the invocation.

Public Comment Period:

There were no public comments at this meeting.

Announcements:

There were no announcements at this meeting.

Approval of Minutes:

Mr. Brad Burdette motioned to approve the minutes of the July 26, 2016 meeting. Ms. Gay Bartlett seconded and the Board approved the minutes of July 26, 2016.

Administrative Bills, Receipts and Budget Balance Report:

Ms. Sharon Bartley, Operations/Finance Manager presented the August administrative bills, receipts and budget balance report.

Monthly Bills

August 2016

Murray Automotive, agency car maintenance and repair	\$16.00
Verizon, agency cell phones	\$173.91
Xerox, monthly maintenance and usage fee (June, July)	\$687.30
Quill, office supplies	\$61.49
Sprint, long distance fax charges	\$8.45
VASWP, membership fee for FSW's	\$217.50
VML, workers comp insurance	\$2448.00
James River Petroleum, gas for agency cars	\$110.53
CDW Government, computer battery backup replacement	\$57.96
Bank of America	\$2491.00
Director travel	\$213.45
Getting Ahead program (reimb by CAA)	\$688.71
Water bill for client (reimb by CAA)	\$129.57
Beds and supplies for foster children moving home/bike for Dad for work (reimb by CSA)	\$398.43
Hotel for parent of foster child – visitation and therapy (reimb by CSA)	\$452.92
Sheetz gift cards (reimb by DV)	\$220.00
Art class for foster child (reimb by CSA)	\$260.00
Battery for car	\$127.92

Receipts

583859	Case # [REDACTED], CSA parental copay	\$42.00
583860	Case # [REDACTED], POS reimb, CSA parental copay	\$240.00
583861	CAA, reimb to credit card, Getting Ahead program	\$374.82
583862	CAA, reimb to credit card, camp for foster child	\$175.00
583863	CAA, reimb to credit card, water bill	\$129.57

Approval of August Expenses:

Mr. Brad Burdette motioned to accept the August receipts, budget balance reports and to authorize payment of the administrative bills. Ms. Karen Ylimaki seconded the motion and the Board voted in favor of the motion.

Ongoing Business:

Transportation

Ms. Lynn Murphy stated that she doesn't have a program update at this time; Ms. Pemberton will have a report for the Board at the next meeting.

Ongoing Business:

Child Care

Ms. Murphy reported that she and Linda Revels, Self Sufficiency Coordinator will be working on a phone questionnaire for current View participants. There were only two responses to the written survey Ms. Revels mailed out recently.

New Business and Education:

Benefit Programs Statistical Report

MS. Phoebe Wright, Benefit Programs Manager provided the Board with the following statistical information:

Participation Reports 2015				
SNAP	Households	Persons	Benefits	Quarterly Total
January	601	1,302	\$141,764	
February	586	1,270	\$140,864	
March	591	1,265	\$142,244	\$424,872
April	593	1,285	\$146,310	
May	588	1,270	\$143,301	
June	574	1,230	\$137,428	\$427,039
TANF				
January	44	84	\$9,651	
February	42	78	\$8,788	
March	43	82	\$9,002	\$27,441.00
April	40	78	\$8,076	
May	37	67	\$7,099	
June	40	72	\$8,042	\$23,217.00
Medicaid				
January	1115	1879	\$869,412.47	
February	1120	1921	\$846,793.34	
March	1124	1940	\$834,909.64	\$2,551,115.45
April	1115	1935	\$906,378.94	
May	1118	1936	\$1,045,732.59	
June	1123	1939	\$770,811.50	\$2,722,923.03

Participation Reports 2016				
SNAP	Households	Persons	Benefits	Quarterly total
January	540	1,175	\$130,461	
February	551	1,208	\$135,561	
March	536	1,155	\$132,046	\$398,068
April	539	1,169	\$132,084	
May	539	1,163	\$133,770	
June	536	1,163	\$132,178	\$398,032
TANF				
January	30	49	\$5,534	
February	33	59	\$6,340	
March	34	65	\$7,302	\$19,176.00
April	36	70	\$7,457	
May	39	80	\$8,544	
June	39	78	\$8,389	\$24,390.00
Medicaid				
January	1085	1958	\$981,853.23	
February	1084	1960	\$1,058,737.89	
March	1094	1967	\$932,182.91	\$2,972,774.03
April	1095	1982	\$1,200,950.63	
May	1096	1975	\$592,278.83	
June	1094	1988	\$851,625.22	\$2,644,854.68

Participation Reports 2015				
Auxiliary Grant				
	Households	Persons	Benefits	Quarterly Total
January	9	9	\$4,302	
February	9	9	\$4,302	
March	9	9	\$4,302	\$12,906
April	9	9	\$4,302	
May	9	9	\$4,302	

June	10	10	\$4,478	\$13,082
IV-E				
January	5	5	\$16,061.71	
February	5	5	\$15,097.12	
March	5	5	\$16,141.24	\$47,300.07
April	5	5	\$15,793.20	
May	7	7	\$10,384.19	
June	9	9	\$21,459.60	\$47,636.99
Energy Assistance				
January	16		Total Crisis paid for season	
February	17		\$9,806.70	
March	16		26 approved apps.	
April				
May				
June	27		Total Cooling paid for season	
July	26		\$9,486.98	
August	24		55 approved apps	

Participation Reports 2016				
Auxiliary Grant				
	Households	Persons	Benefits	Quarterly Total
January	10	10	\$4,430.00	
February	10	10	\$4,430.00	
March	8	8	\$3,294.00	\$12,154
April	8	8	\$3,294.00	
May	8	8	\$3,294.00	
June	8	8	\$3,294.00	\$9,882
IV-E				
January	9	9	\$16,987.56	
February	9	9	\$22,153.52	
March	9	9	\$22,240.30	\$61,381.38

April	9	9	\$22,471.50	
May	9	9	\$22,168.28	
June	9	9	\$19,955.04	\$64,594.82
Energy Assistance				
January	10		Total Crisis paid for season	
February	6		\$3,993.77	10 approved
March	5			
April	0			
May	0			
June	29		Total Cooling paid for season	
July	28		\$12,987.22	
August	19		68	approved

Status of SNAP/TANF in Virginia Case Management System

Ms. Wright also provided a status report on the VaCMS migration:

SNAP/TANF/VIEW/Energy Assistance programs are moving into VaCMS, the system that now houses Medicaid and Day Care Assistance.

SNAP was piloted in 10 agencies. The pilot is officially over however those 10 agencies continue to use VaCMS to process SNAP applications. A Federal review of the pilot is now underway. USDA/FNS are currently reviewing the outcome and are the ones to give the official “go ahead” for the rest of the state who are scheduled to go live on October 3rd for new applications only.

TANF is currently being piloted in one agency.

The conversion of existing SNAP and TANF cases from Adapt (our current system to VaCMS) is currently scheduled for the weekend of November 11-13th. Any cases that do not convert must be manually converted no later than December 28th. Adapt is scheduled to be shut down on 12/31.

Energy Assistance – the application period for Fuel Assistance begins October 14th. All Energy Assistance cases are not being converted from their current system unless they have an existing warranty or security deposit. All cases will have to be manually put into VaCMS.

We have weekly webinar’s to get agencies ready for Go Live and conversion. We have monthly User Group Meetings also focusing on migration into VaCMS. All BPS staff has either gone to or are scheduled to go to training on the new programs within VaCMS.

Next Meeting:

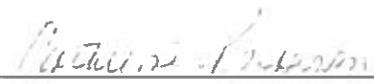
The next Board meeting is scheduled for Tuesday, September 27, 2016 at 9:00 am.

Adjournment:

The meeting was adjourned at 9:27 am.


Chairperson

10/25/2014
Date


Secretary

10/25/2014
Date