

**Commonwealth of Virginia
State Board of Social Services**

**Virginia Beach Convention Center
1000 19th Street
Virginia Beach, Virginia**

**Wednesday, June 19, 2013
9:00 A.M.**

Attending: Mr. Robert Spadaccini, Sr. (Chair), Mr. Willie Greene (Vice Chair), Mr. William Henderson, Ms. Trudy Brisendine, Dr. Jack Knapp, Ms. Lisa Robertson, Dr. Bela Sood, Mr. Thomas Atwood

Absent: Mr. Ray Johnson, Ms. Deborah White, Ms. Heidi Metcalf-Little

Also in Attendance: Ms. Margaret Ross Schultze (Commissioner), Ms. Michelle L'Hommedieu (Assistant Attorney General)

Meeting called to order at 9:00 a.m. - Mr. Spadaccini, Chair

Mr. Spadaccini welcomed Board members, Virginia Department of Social Services (VDSS) staff and introduced Ms. Cindy Curtis, Deputy City Manager of Virginia Beach. Mr. Spadaccini thanked the City of Virginia Beach for hosting the Board meeting.

Welcome from Virginia Beach Officials-

Ms. Curtis welcomed Board members and VDSS staff and provided historical information about the City of Virginia Beach.

Mr. Spadaccini introduced Mr. Stephen Blythe, Easter Region Director. Mr. Blythe welcomed everyone.

Mr. Spadaccini introduced Ms. Alexis Zoss, Virginia Beach Department of Social Services (DSS) Director. Ms. Zoss welcomed everyone.

Virginia Beach Resolution Presentation- Mr. Robert Spadaccini-

Mr. Spadaccini opened with remarks of the Virginia Beach DSS' resolution and requested Ms. Trudy Brisendine read the resolution aloud. **ON MOTION DUALY MADE** (Mr. Thomas Atwood), seconded (Ms. Lisa Robertson), moved to approve the resolution, with all in favor. Mr. Spadaccini and Commissioner Schultze presented the resolution to Ms. Zoss.

Review of the Agenda- Ms. Karin Clark

Ms. Karin Clark provided an overview of the agenda to include both days of the Board meeting, noting that Mr. Schuyler would not be attending. Mr. Spadaccini provided background information about the tour of the Children's Hospital of the King's Daughters. Mr. Spadaccini commented on Action Item 3, 22VAC40-740, Adult Protective Services, and by consensus of the Board, the item was removed from the agenda. Additional comments were stated: 1) No letter of assurance received from the Office of the Attorney General and 2) As of July 1, 2013, this regulation will move to the Department of Aging and Rehabilitative Services (DARS) under Commissioner Rothrock's leadership. Commissioner Schultze commented that other regulations will move the DARS agency.

INFORMATION ITEMS

Comments from Commissioner of Social Services- Ms. Margaret Ross Schultze

Commissioner Schultze welcomed Board members and introduced Ms. Necole Simmonds, Director of Public Affairs. Commissioner Schultze also commented on Ms. Simmonds' branding of VDSS with a new logo and the creation of a new website. Ms. Simmonds provided the Board with her work experience.

Commissioner Schultze commented on the Adult Protective Services regulation work and will draft a letter for the Chair's signature, thanking Ms. Nardi and her staff for their work as they move to the DARS agency.

Virginia Adopts Initiative-

Commissioner Schultze provided an update of a conference call with the Governor and local departments of social services on June 18, 2013 regarding the initiative. Virginia Adopts is an initiative launched by Governor Bob McDonnell to match 1,000 children in foster with adoptive families. Commissioner Schultze provided statistical information on adoption cases. She indicated that the May 17, 2013 Virginia Adopts event at the Governor's mansion was a success and that Secretary Janet Kelly will attend the August Board meeting. Commissioner Schultze commented on the Governor's presence during this initiative to include his voice on the recorded message on the toll-free number for adoption information. Streamlining of the adoption process is currently being researched. Targets are children that have been waiting to be adopted the longest.

Regional roundtables are being set as follows: Eastern Region- Westin Hotel July 22nd, 6-8 pm; Central Region- Henrico Training Center July 24th, 7-9 pm; Northern Region- Fairfax (date and location to be determined); Winchester July 29; Piedmont Region- Salem July 29th, Danville July 30th, Charlottesville July 31st and possibly a fourth event in Lynchburg; Southwest Region- Southwest Virginia Higher Education Center in Abingdon August 1. Events will target stakeholders and include prominent leads to help attract citizens. Two RFPs were issued to recruit potential families.

VDSS is current working with Pastor Chris Barras and Virginia One Church One Child and rallies have been held through faith-based communities. Mr. Spadaccini commented on the value of getting foster children into adopted families, as it has an impact on child abuse cases. More information about the initiative can be found at <http://www.virginiaadopts.virginia.gov/>.

Letter to Ms. Jane Crawley-

Commissioner Schultze explained that regional directors surveyed their local departments to determine if the issue with group homes was prevalent statewide. The survey revealed that the issue is confined to Henrico County. A letter was drafted for Mr. Spadaccini's signature and will be sent to Ms. Crawley. Two of the homes referenced in Ms. Crawley's letter were under the regulation of VDSS, and have been shut down.

Recognition-

Commissioner Schultze provided background on the Eligibility Modernization project. VDSS was awarded the RichTech Innovation in Utilization Award for the eligibility systems modernization project. The Commonwealth was recognized for the Three Branch Institute, an initiative for child well being, and was one of seven states selected to participate July 24-26th in Pennsylvania where technical assistance will be received. The Governor has asked Commissioner Schultze to serve as team leader. The goal of the application is to improve the health and well being of children in foster care.

Agency Workplan-

The VDSS agency workplan will include a full briefing provided by Ms. Donna Douglas, Deputy Commissioner for Organizational Development, at the August Board meeting. The workplan represents everything that the agency does and everyone's roles. Commissioner Schultze has been asked to present this to agency peers as a model. Dr. Sood requested a copy of the plan. Commissioner Schultze will send to the Board electronically.

Child Fatality Committee Update- Ms. Trudy Brisendine and Ms. Rita Katzman

Ms. Brisendine was asked by Mr. Spadaccini to report on the 2011 data and the Child Fatality Committee meeting on June 18, 2013. Data was assembled and collected by the regional child fatality review teams. Ms. Brisendine provided background information and highlighted information within the report. **ON MOTION DUALY MADE** (Mr. Atwood), moved to receive the report, adopt the recommendations and support VDSS in moving forward, with all in favor. Mr. Spadaccini thanked Ms. Brisendine for her leadership of the Child Fatality Committee and commended Ms. Katzman for her report.

State Managed Shelters Update- Ms. Tricia Snead, VDSS Emergency Manager

Ms. Snead provided a handout and an update of state managed shelters. She recognized all involved to get the work accomplished. She reported data on site planning and viable building and highlighted the accomplishments toward better management with state resources. She also commented on the EMAC- Emergency Management Assistance Compact, where all states are involved. A logistics plan will be available by the end of 2013.

State Child Fatality Report- Ms. Rita Katzman

Mr. Spadaccini thanked Ms. Katzman and Dr. Powell for their work. Ms. Katzman provided a preliminary report to the Board regarding child fatalities in SFY 2012, noting that 37 children died as a result of abuse or neglect. Ms. Katzman's report covered demographic and summary information on deaths statewide.

COMMENT PERIOD:

Comment from the Public

Ms. Susan Potter, attorney in Virginia Beach, stated problems with the Adult Protective Services public guardianship and licensure. Ms. Powell discussed cases of elderly abuse within the guardianship program and asked that they be reviewed. The locations are the Madison House and the Colonial Home, both run by Mr. Scott Schuett through the VDSS Auxiliary Grant.

Ms. Kathy Pryor of the Virginia Poverty Law Center commented on the proposed Adult Protective Services regulation and understood it has been pulled. Ms. Pryor requested VDSS to withdraw Broadcast 7913, stating vulnerable adults are in danger because of the broadcast.

Local Boards of Social Services and Directors

Mr. Richard Sterrett, Director, Northampton County Department of Social Services, commented on use of risk capital, local-only money. Northampton County invests local money to pull down federal and state funds. The Board of Social Services can assist with helping decision makers move forward in meeting the goal of citizen self-sufficiency

Ms. Cathy Pemberton, Director, Powhatan Department of Social Services reminded the Board that local departments of social services are involved in delivering multiple benefits and services, working with several community partners, and have competing priorities. She thanked Dr. Sood and Ms. Brisendine for their service on the Board and looks forward to the August meeting in Powhatan.

Community Action Agencies-

No comments.

Comments from the Virginia League of Social Services Executives- Mr. Carl Ayers

Mr. Ayers commented that impending system changes will have a large impact on the work of local agencies. Current focus is on educating staff of what is coming, explaining the technology and discussing culture change.

Strengthening Families is still an important initiative, especially the protective factor framework. This involves working with families, children, and systems to have optimal lives and the greatest potential possible. Mr. Ayers would like for the Board to look at the bigger picture and how systems changes impact regulations and broader applications. Our work needs to be proactive, not reactive.

Mr. Ayers commented on the current adoption initiative and is working diligently to see that all is done to reach the goal of 1,000 adoptions. He encourages citizens and talks to them about adoption and foster care when out in the public.

Mr. Ayers also thanked Dr. Sood and Ms. Brisendine for their service on the Board and noted they have been instrumental to the League.

Virginia Beach DSS Presentation- Alexis Zoss-

Ms. Zoss presented information about the Virginia Beach DSS to the Board regarding processes and structure. Handouts were also provided. Commissioner Schultze commended Ms. Zoss and stated how proud she is of the changes made.

Mr. Spadaccini thanked all of the local directors present for their hard work.

Site Visit- Children's Hospital of the King's Daughters Child Abuse Center

The Board recessed at 4:30 p.m.

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**Commonwealth of Virginia
State Board of Social Services**

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**Thursday, June 20, 2013
9:00 A.M.**

Board reconvened at 9:00 a.m.

Attending: Mr. Robert Spadaccini, Sr. (Chair), Mr. Willie Greene (Vice Chair), Mr. William Henderson, Ms. Trudy Brisendine, Dr. Jack Knapp, Dr. Bela Sood, Mr. Thomas Atwood

Absent: Mr. Ray Johnson, Ms. Deborah White, Ms. Heidi Metcalf-Little, and Ms. Lisa Robertson

Also in Attendance: Ms. Margaret Ross Schultze (Commissioner), Ms. Michelle L'Hommedieu (Assistant Attorney General)

Division of Benefit Program Overview/Medicaid Reviews Update- Mr. Tom Steinhauser, Director
Mr. Steinhauser outlined the division's mission and provided an overview of the various programs, including Temporary Assistance for Needy Families (TANF), Supplemental Nutrition Assistance Program (SNAP), Medicaid, Family Access to Medical Insurance Security (FAMIS), Energy Assistance, and General Relief programs. Current issues include budget reductions, TANF usage restrictions, the Patient Protection and Affordable Care Act (PPACA) implementation, eligibility modernization, and FAMIS processing going to local departments of social services.

Mr. Spadaccini questioned what VDSS is doing at a state level to provide assistance to the local departments sending notices of Medicaid reviews. Commissioner Schultze stated that VDSS is providing technical assistance and guidance. However, if clients don't respond, that becomes grounds to terminate services. Mr. Spadaccini questioned the possibility of VDSS sending out the notices to clients in order to assist the local departments. Mr. Steinhauser suggested that such letters would have to be staggered in order to prevent overwhelming customer services. Commissioner Schultze and Mr. Steinhauser will discuss this.

Discussions regarding enhancing the TANF card system to prevent misuse of funds were held amongst Board members and Mr. Steinhauser. Mr. Spadaccini questioned if there is a way to penalize those who are misusing TANF funds in order to offset the cost of a new system. Mr. Steinhauser stated that the Board has the authority to enforce penalties and this issue will come to the Board in August with a Notice of Intended Regulatory Action. SNAP cards are not issued as a debit card like the TANF card and it costs about \$3.5 million to put restrictions on the SNAP card. Mr. Steinhauser estimates the same cost for putting restrictions on a TANF card.

Local Directors Workgroup Update-

Mr. Steve Hawks, Norfolk, provided background about his role, along with an update on the initiatives, programs, and partnerships in place in Norfolk. Dr. Sood commended Mr. Hawks and suggested involvement with medical professionals.

Ms. Michelle Cowling, Chesapeake, provided background on her role along with an update on initiatives, programs, and partnerships in place in Chesapeake. Dr. Sood requested a copy of the plan described by Ms. Cowling. The initiatives mentioned have been in place between 1-5 years.

Ms. Jackie Scott, Portsmouth DSS Director, provided background on her role along with an update on initiatives, programs, and partnerships in place in Portsmouth. Ms. Scott commented on staff reorganization, according to their skills, in order to cover needs. The staff is offered new training and re-training.

Ms. Alexis Zoss, Virginia Beach, introduced the Virginia Beach Board Chair. Ms. Zoss discussed the strategic plan, initiatives, and programs as well as the priorities of her agency.

Mr. Spadaccini, on behalf of the Board, thanked each local director for their leadership and vision, and local staff for their daily work. Mr. Spadaccini suggested that local departments of social services utilize Board members as resources, as each region has at least one Board representative. Mr. Spadaccini also encouraged their communicating with the media to help tell the good stories and the progress of the each local department, as they are a powerful influence on the public. Mr. Atwood commended the local directors and was pleased to hear of the fatherhood initiative reports. Dr. Sood commented on the media involvement and suggested pitching various awareness programs during the special months and highlight them during that time with literature, news reports, and videos. Ms. Scott stated that her department uses the Virginia Pilot as a media resource and the Deputy City Manager is at every event and visible, which sends a positive message to the citizens. Ms. Brisendine thanked Mr. Spadaccini for the workgroup presentations and suggested adding a workgroup topic as a regular agenda item.

Recognition of Services for Ms. Brisendine & Dr. Sood-

Mr. Spadaccini highlighted the Board service of Ms. Brisendine and Dr. Sood and formally recognized them, along with Commissioner Schultze. Each were presented with an engraved reverer bowl, and provided comments of reflection on their service to the Board.

Regulatory Update- Ms. Karin Clark

Ms. Clark provided a regulatory update and handout to the Board members. Ms. Clark directed the Board to the updates to the following regulations: 22VAC40-185, 22VAC40-201, 22VAC40-470, 22VAC40-670, 22VAC40-690, and 22VAC40-740.

Dr. Knapp inquired about the regulations moving to DARS. Ms. Clark stated those regulations must be re-numbered by DARS, and begin anew by filing NOIRAs. Ms. Brisendine questioned the Broadcast withdrawal requested by Ms. Pryor. Commissioner Schultze commented that they are in contact with Mr. Wilson.

ACTION ITEMS:

1. Approve April 2013 Meeting Minutes. **ON MOTION DUALY MADE** (Mr. Greene), seconded (Ms. Brisendine), moved to approve the April meeting minutes, with all in favor.
2. Approve May 2013 Meeting Minutes. **ON MOTION DUALY MADE** (Dr. Knapp), seconded (Mr. Greene), moved to approve the May meeting minutes, with all in favor.
3. 22VAC40-745 Assessment in Assisted Living Facilities. Revised packet sent to Board. Ms. Paige McCleary provided an update and background information on the regulation. Ms. McCleary also highlighted the changes that Mr. Allen Wilson, Sr. Assistant Attorney General, requested. **ON MOTION DUALY MADE** (Mr. Henderson), seconded (Dr. Sood), moved to approve the final 22VAC40-745 Assessment in Assisted Living Facilities regulation, with all in favor. Commissioner Schultze, in reference to public comment received the day before about mixed populations in assisted living facilities, assured that VDSS Division of Licensing Programs will continue to work Ms. Nardi at DARS to ensure the safety of residents. Mr. Spadaccini thanked Ms. McCleary and Ms. Nardi on behalf of the Board for their work.

Election of Officers-

Ms. Brisendine read the proposed slate of officers: Chair- Mr. Spadaccini, Vice-Chair- Mr. Greene, Secretary- Mr. Atwood. No additional nominations were offered. All Board members were in favor of the proposed slate of officers.

Board Member Comments-

Dr. Knapp commended Mr. Steinhauer for his presentation. He also commended Mr. Spadaccini for the site visit to Children's Hospital of the King's Daughters and appreciated their work.

Mr. Atwood thanked the Board and for the nomination of Secretary. He thanked Ms. Brisendine and Dr. Sood for their service. Mr. Atwood expressed his appreciation of the Child Fatality Report. He encouraged the Board to read the Family and Children's Trust Fund (FACT) document include in their packets and thanked Mr. Spadaccini and Commissioner Schultze for their presence at the recent FACT event.

Ms. Brisendine thanked the Spadaccini family for their hospitality, and VDSS staff and local departments of social services directors and staff.

Dr. Sood thanked Mr. Spadaccini for hosting and commented that the entire trip was wonderful. Thanked the VDSS Staff and Board members. Dr. Sood stated she learned a great deal during her years of service.

Mr. Henderson congratulated the elected officers of the Board and expressed interest in receiving child abuse statistics where there is no child fatality. He also expressed interest in receiving fraud investigative information for the TANF cases. He thanked the local departments of social services, Dr. Sood and Ms. Brisendine for their expertise.

Mr. Greene thanked Virginia Beach for hosting the meeting and thanked the Spadaccini family for their hospitality. Mr. Greene thanked Ms. Brisendine and Dr. Sood. He was excited to hear about the fatherhood initiatives in place at the local departments of social services.

Mr. Spadaccini thanked the City of Virginia Beach and the local department for hosting the meeting and reception. He offered the services of the Board to local departments of social services when needed and expressed appreciation of their outstanding work. He thanked the Board for the opportunity to serve another year as Chair, and noted that Ms. Brisendine and Dr. Sood will be missed. He is looking forward to seeing the Board in August in Powhatan.

The meeting adjourned at 11:57 a.m.