

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

**Virginia Department of Social Services  
801 E. Main Street, 2<sup>nd</sup> Floor  
Richmond, Virginia 23219**

**February 19, 2014  
9:00A.M.**

**Attending:** Mr. Robert Spadaccini (Chair), Mr. Willie Greene (Vice Chair), Mr. Thomas Atwood (Secretary), Dr. Jack Knapp, Ms. Heidi Metcalf Little, Ms. Josie Webster, Mr. William Henderson, Mr. Darrell Jordon, and Dr. Danny Avula.

**Absent:** Ms. Lisa Robertson and Reverend Dr. Ray Johnson.

**Also in Attendance:** Ms. Margaret Ross Schultze (Commissioner), Mr. Allen Wilson (Sr. Assistant Attorney General).

**Meeting called to order at 9:00a.m.** – Mr. Robert Spadaccini, Chair  
Mr. Spadaccini welcomed all Board members, Commissioner Schultze and guests. He invited Mr. Alex Kamberis to the floor to introduce his new Adoption Manager, Ms. Traci Brickhouse-Jones, who thanked the Board for having her.

**Review of Agenda** – Ms. Karin Clark, Regulatory Coordinator, reviewed the meeting agenda.

**Comments from Commissioner of Social Services** – Commissioner Schultze welcomed Board members and guests and informed members of her recent appointment as Commissioner by Governor McAuliffe. Commissioner Schultze emphasized several things on which the Department will focus over the next four years:

1. Eligibility Modernization Project
2. Closing the coverage gap on Medicaid (250 to 400)
3. Permanency for Children – we now have matched 4,041 children with adoptive families
4. Reengineering the Child Support Program

Commissioner Schultze provided a brief legislative update of this long session of the General Assembly in which the Department tracked 80 bills this year, half of which were Child Welfare bills. The Commission on Youth sponsored several CPS-related bills.

**Overview of Community Action Agencies** – Mr. Jim Schuyler, Director, Virginia Community Action Partnership, distributed handouts and the organization's Annual Report for 2013. He provided a brief history of community action agencies (CAAs), which date back to 1964 as part of President Johnson's War on Poverty under the Economic Opportunity Act. There are over 1000 of these agencies nationwide serving a large portion of the country and 97 percent of the state of Virginia. Most of these agencies are private non-profits and some are a part of local or

county governments. The Department's role and responsibility is to monitor fiscal and program performance and provide technical assistance to CAAs. The Department is also responsible for maintaining the information systems that track CSBG funding uses and their outcomes. Mr. Schuyler also discussed past trends and future trends of CAAs.

**State Child Fatality Review Team** – Dr. Virginia Powell, Ph.D., Office of the Chief Medical Examiner, provided a comprehensive presentation on infant sleep-related deaths. The presentation explained how basic review information was obtained, and provided the review information including the time range for case reviews, number completed, parameters for these cases, causes of death, manners of death, OCME Districts within Virginia, the death rates within these districts, and specifics of the diagnostic shift. The reviews covered characteristics of the child, the mother, the caregiver(s), system contacts, established risk factors, potential threats identified by the team's review, CPS death investigations, the results of the team's review and preventability of these deaths. Dr. Powell answered questions from Board members throughout her presentation.

**Update on Child Care Reimbursements** – Mr. Paul McWhinney, Deputy Commissioner for Programs, explained that this agenda item was follow up to a child care vendor who spoke during the December Board meeting about the impact of the automated child care system on her facility. He indicated that the Department had since spoken with this vendor about her payment issues and introduced Ms. Barbara Newlin, Director, Division of Child Care & Early Childhood Development.

Ms. Newlin addressed the Board and provided brief background the Child Care Subsidy Program, including numbers served and monies expended. She discussed the development of the automated system, impact of manual attendance taken by vendors, challenges and next steps. Ms. Newlin explained several actions that had taken place to address concerns expressed by the vendor in December.

**Comment from the Public** – Mr. Gentry S. Nalley, resident of Fairfax County, addressed the Board with his concerns regarding issues he has had with a local department of social services. He indicated that the locality does not have an inspector general and requested the Board to investigate his case.

**Comments from Local Boards and Directors of Social Services** – Ms. Cathy Pemberton, Director, Powhatan County Department of Social Services, addressed the Board and noted the many pieces of legislation being tracked by local departments. She noted that her agency is monitoring actions to bridge the gap relative health care, and she described how community action works in her locality. She congratulated Commissioner Schultze on her appointment as Commissioner.

**Comment from the Virginia League of Social Services Executives** – Mr. Carl Ayers, President, greeted the Board and touched on the current session of the General Assembly and the bills that they are tracking. The League is closely monitoring legislation related to foster care prevention, APS funding, movement of Comprehensive Services Act to the Administrative Process Act and social worker title protection. Mr. Ayers also discussed VACMS, Title IV-E

federal review and VAdopts. He closed by congratulating Commissioner Schultze on her permanent appointment and expressed that the League looks forward to working with her and her team over the next four years.

**Putative Father Registry** – Mr. Alex Kamberis, Assistant Director, Division of Family Services, distributed information on the Virginia Putative Father Registry, along with a registration form and program contact information. He explained the registry and how it works. It was created in Virginia in July 2007. It is a confidential database designed to protect the rights of a putative father. Mr. Kamberis discussed the division’s goal to advertise via bus campaign, signs at gas stations, etc. to get the word out about the Putative Father Registry.

**Regulatory Update** – Ms. Karin Clark, Legislative Coordinator

Mr. Allen Wilson, Senior Assistant Attorney General, talked briefly about regulations pending because of fire arms provisions and indicated he hopes to be offering the Department some advice by this summer.

## **ACTION ITEMS**

- 1. Approve December 2013 meeting minutes**  
*On Motion Duly Made*, (Ms. Little), seconded (Dr. Knapp), moved to approve the December 2013 minutes with all in favor.
- 2. Office Services Support Appreciation Month – Resolution**  
Resolution read by Mr. Atwood (Secretary)  
*On Motion Duly Made*, (Mr. Greene), seconded (Mr. Henderson), moved to approve this resolution with all in favor.
- 3. Social Work Month – Resolution**  
Resolution read by Mr. Atwood (Secretary)  
*On Motion Duly Made*, (Dr. Avula), seconded (Mr. Greene), moved to approve this resolution with all in favor. This resolution was presented to Ms. Renee White and Ms. Tonya Cunningham by Mr. Spadaccini and Commissioner Schultze.
- 4. Administrative/Human Resources Manual for LDSS – Chapter 5, Operations of the LDSS**  
*On Motion Duly Made*, (Dr. Knapp), seconded (Mr. Greene), to approve proposed revisions to Chapter 5 of the HR Manual and to update the language with all in favor.
- 5. 22 VAC 40-295- Temporary Assistance for Needy Families – Notice of Intended Regulatory Action**  
*On Motion Duly Made*, (Ms. Little), seconded (Ms. Webster), to approve Notice of Intended Regulatory Action for TANF with all in favor.
- 6. 22 VAC 40-191, Background Checks for Child Welfare Agencies – Exempt**

*On Motion Duly Made*, (Ms. Webster), seconded (Ms. Little), to approve this regulatory item with all in favor.

**Division of Family Services Update** – Mr. Paul McWhinney, Deputy Commissioner for Programs, commented on the powerfulness of Dr. Powell’s presentation on the State Child Fatality Review Team and the work that the team is doing. Ms. Rita Katzman, CPS Manager, broadly discussed with the Board three recent child fatalities and explained the factors used by local departments in assessing such incidents.

**Travel Reimbursement for Members** – Mr. Spadaccini reminded Board members that they need to notify the Department if they need to cancel their hotel lodging reservations. The Department cannot pay for hotel cancellation charges, therefore, this would be an out of pocket expense to Board members themselves.

**Board Member Comments:**

Mr. Jordan thanked the Board and said that he was glad to be a part of it.

Dr. Avula thanked the Board and said that he looks forward to the opportunities to come.

Mr. Henderson thanked the Board and expressed interest in information on the Department’s budget. Commissioner Schultze responded that the Department’s annual budget is \$2.1 billion and agreed to arrange a presentation on the topic at a future meeting.

Mr. Greene congratulated Commissioner Schultze on her appointment and complimented Mr. Kamberis on his presentation about the Putative Father Registry.

Dr. Knapp congratulated Commissioner Schultze on her appointment and complimented Ms. Katzman on her work and dedication to CPS.

Mr. Atwood indicated that he appreciates having received the media alerts. He noted that two new publications from the Family and Children’s Trust Fund were available online. Mr. Atwood commented on the importance of outcome measures, as exemplified by the VAdopts Campaign. He expressed the need for continued measurement and analysis of family status and father involvement as the Department goes about its work.

Ms. Webster congratulated Commissioner Schultze on her appointment and said that she was glad to be a part of this Board.

**Chair’s Comments** – Mr. Spadaccini thanked the Board members for their participation and the Department for the presentations. He thanked Ms. Graham for assisting the Board and for taking the minutes for this meeting.

**Meeting adjourned at 4:12p.m.**