

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

**Department of Social Services  
Central Regional Office  
1604 Santa Rosa Road  
Richmond, Virginia 23229**

**April 20, 2022**

**Attending:** Mr. Clyde Santana (Chair), Mr. John Kines (Secretary), Mr. Kent Willis, Ms. Jennifer Slack, Ms. Megan Miloser, Ms. Lou Ali, Mr. William Boone, Ms. Zulma Santos, Ms. Sheryl Garland.

**Absent:** Ms. Rachna Sizemore Heizer, Ms. Mona Malik

**Also in Attendance:** Dr. Danny Avula (Commissioner) and Ms. Ellen Malenke (Assistant Attorney General).

**Meeting called to order at 10:00am** – Clyde Santana

**Review of Agenda** – Karin Clark, Regulatory Coordinator

**Comments from the Commissioner** – Dr. Avula  
Dr. Avula provided local, state, and federal updates.

**Office of Children’s Ombudsman** – Eric Reynolds provided an overview of the children’s ombudsman.

**Foster Care Placements with Relatives** – Em Parente and Garrett Jones provided an overview on the foster care placements with relatives.

**2022 General Assembly Update** – Gena Boyle provided an update of the 2022 General Assembly.

**COMMENT PERIOD**

There were no comments from the public.

There were no comments from boards and directors of community action agencies.

**Comment from the VA Community Action Partnership** – Jim Schuyler

Mr. Schuyler expressed his sincere thanks to those who serve as citizens and regional representatives on the Board. He thanked everyone for their service to the people and communities in the greatest need in Virginia.

Mr. Santana and Mr. Boone presented Jim Schuyler and Rob Goldsmith with resolutions recognizing them for their years of service.

**Comment from the Virginia League of Social Service Executives** – Andy Crawford, President  
Mr. Crawford shared June is his last meeting as the League president. He thanked everyone involved in the Governor’s task force.

Kimberly Ayers, Chair, Child and Family Committee – Ms. Ayers thanked the Board and DSS state partners. She provided an overview of the Child and Family Committee.

**ACTION ITEMS**

1. Approved February 2022 Meeting Minutes  
***On Motion Duly Made***, (Mr. Kines), second (Ms. Miloser), motion approved with all in favor.
2. State Board of Social Services Investigation Procedures  
***The Board requested Ellen Malenke to send an updated version of the draft investigation procedures and to have at the June board meeting. On Motion Duly Made***, with all in favor to delay until the June meeting.
3. 22VAC40-294, Applications for Public Assistance-Periodic Review Report of Findings  
***On Motion Duly Made***, (Mr. Boone), second (Ms. Ali), motion approved with all in favor.

**June 2022 Meeting Location** – Clyde Santana

Mr. Santana announced the June board meeting will be held at the Eastern Regional Office in Norfolk, VA.

**Appoint Nominating Committee for New Officers** – Clyde Santana

Mr. Santana appointed Sheryl Garland and Megan Miloser as the nominating committee for new officers.

**Board Member Requests for Future Information**

Mr. Boone requested help with preserving non-bylaw Board documents, such as the new investigation procedures, for use by future Board members. Ms. Malenke will consider options for discussion in June.

Ms. Garland requested to develop a recruitment and retention plan. The Commissioner will provide a read-ahead in advance of the June Board meeting and a presentation at the June meeting.

Ms. Slack requested to schedule the Board meetings until 1p to allow the meetings to end on time.

**Meeting adjourned at 12:45pm.**