

Minutes
VA State Board of Social Services
VDSS
801 E. Main Street
Richmond, VA 23219

February 15, 2012

Attending: Bela Sood (late arrival), Robert Spadaccini, Trudy Brisendine, Heidi Metcalf Little, Barbara Manuel, and Willie Greene, Sr.

Absent: Michelle Larkin and Ray Johnson

Call to Order

The meeting was called to order at 9:02 a.m., Robert Spadaccini presiding.

Welcome and Introductions

Vice Chair Spadaccini welcomed members and guests in attendance. Local directors, VDSS and OAG staff were recognized.

Agenda Review

Karin Clark, Regulatory Coordinator in the Office of Legislative and Regulatory Affairs, reviewed the agenda. By member agreement, the Board will hear Commissioner's remarks upon his arrival from the Agency Head Meeting.

Information Items

Southeast Rural Community Assistance Project

Randy Phillips, Rural Housing Specialist provided information on the Southeast Rural Community Assistance Project. A copy of this presentation is attached to the official minutes housed in the home office.

Licensing ALF Presentation

Licensing Director Lynne Williams provided an overview of Assisted Living Facilities as the NOIRA will come before the Board in April.

Child Fatality Committee

Mr. Spadaccini provided an update on the Child Fatality Committee. ***On behalf of the committee, Mr. Spadaccini moved to request VDSS to provide the number of localities using MOUs and track cases that had been provided with intervention services but did not meet the level of founded; and also requested Commissioner and Board Chair to reach out to their respective counterparts to discuss additional eight hours training for physicians. Motion approved with all in favor.***

Mr. Spadaccini provided clarity on a previous motion that was approved in December 2011. The original motion stated that CPS training for hotline workers should mirror that of CPS workers. He clarified that training for CPS hotline workers should be four days and not the four week training course. Members were in agreement to the clarification.

Preliminary Child Fatality Report

Rita Katzman, Child Protective Services Manager provided an overview of the preliminary Child Fatality Report. A copy of this report is attached to the official minutes housed in the home office.

Comment from VA Community Action Agency

Jim Schuyler provided an update to the Board. A copy of his presentation is attached to the official minutes housed in the home office.

Customer Portal Overview

Donna Douglas, Sherry Crawley, and Mary Ellen Roberts provided an overview on the Customer Portal. A copy of the overview is attached to the official minutes housed in the home office. Mr. Spadaccini asked what the acronym *MAGIC* stood for. It's an acronym for *Multi-application Gateway for Interacting with Customers*.

Regulatory Update

Karin Clark, Regulatory Coordinator, shared a copy of the latest regulatory report with members. A copy is attached to the official minutes housed in the home office.

Virginia League of Social Service Executives

Susan Clark provided an update to the Board.

Recognition Awards

POSSESS Award

Dr. Sood advised she received a Resolution from POSSESS the previous night requesting the Board approve their Resolution at this meeting with an effective date of April 1. She further advised the resolution needed some cosmetic work and asked the Board for their input as they had not reviewed the Resolution. Mr. Spadaccini felt that receiving information at a meeting and then being asked to approve it at the same meeting was a processing issue, and approving would set a bad precedent.

ON MOTION DULY MADE (Ms. Brisendine) and seconded, moved to approve the Department crafting a POSSESS Resolution recognizing workers for their hard work and service to the Commonwealth, and furthered requested VDSS staff to work on the Resolution wording. Motion carried with two members opposing (Spadaccini, and Metcalf-Little).

Dr. Sood asked Susan Clark if she would advise locals that the Board must receive information in a timely manner.

Commissioner Comment

Commissioner Brown provided comment to the Board. A copy of this presentation is attached to the official minutes housed in the home office.

During Commissioner's remarks, Mr. Spadaccini disclosed that he sits on a Domestic Violence Board in Virginia Beach.

Commissioner Brown asked the Board to save the date April 25 on their calendars and make plans to attend a state conference to discuss systems delivery, roles/responsibilities for the different tier localities and how they are served.

Public Comment

None

Action Items

Minutes

ON MOTION DULY MADE (Mr. Spadaccini) and seconded, moved to approve the December 2011 Minutes as presented. Motion approved with all in favor.

Mr. Spadaccini referred to page 2 of the Minutes and asked Commissioner for an update on developing a PSA on Domestic Violence. Commissioner Brown will provide an update.

Resolution for Virginia Alliance of Social Work Practitioners

ON MOTION DULY MADE (Mr. Spadaccini) and seconded, moved to recognize the month of March 2012 as Social Work Month. Motion approved with all in favor.

Revision of Local Human Resources Manual-Hiring Policy Changes

ON MOTION DULY MADE (Ms. Brisendine) and seconded, moved to approve the dissemination of revisions made to the Administrative Human Resources Manual. Changes will be effective March 1, 2012. Motion approved with all in favor.

22VAC 40-60, Standards and Regulations for Licensed Adult Day Care Centers

ON MOTION DULY MADE (Mr. Spadaccini) and seconded, moved to approve the exempt final regulatory package for publication in the Virginia Register subject to approval under Executive Order Number 14, 2010 and the Administrative Process Act. Motion approved with in favor.

22VAC40-880, Child Support Enforcement Program

ON MOTION DULY MADE (Mr. Spadaccini) and seconded, moved to approve the proposed action to amend this regulation for publication in the Virginia Register subject to approval under Executive Order Number 14 (2010) and approve the fiscal impact analysis of this action for distribution to local Boards of Social Services. Motion approved with all in favor.

22VAC40-775, Adult Services Standards

ON MOTION DULY MADE (Ms. Metcalf-Little) and seconded, moved to approve the proposed action to establish this regulation for publication in the Virginia Register subject to approval under Executive Order Number 14 (2010) and approve the fiscal impact analysis of this action for distribution to local Boards of Social Services. Motion approved with all in favor.

22VAC40-601, Supplemental Nutrition Assistance Program

ON MOTION DULY MADE (Mr. Spadaccini) and seconded, moved to approve the proposed action to amend this regulation for publication in the Virginia Register subject to approval under Executive Order Number 14 (2010) and approve the fiscal impact analysis of this action for distribution to local Boards of Social Services. Motion approved with one opposing vote (Ms. Brisendine).

Constituent Mail/emails

There was some discussion surrounding Board/constituent correspondence. A one-page document on a specific call was shared with members with client information redacted (all copies gathered at end of discussion). Members thanked staff for their input into this matter. Commissioner stated the department will continue to be judicially responsible to all our clients.

Board Member Comment

Ms. Brisendine asked if the other Board members were interested in joining her on a Food Stamp Diet for the month of May. This will be further discussed at the April meeting. Mr. Steinhauser was asked to provide input at the April Meeting on this challenge to assist the members who will participate in the "Walk in My Shoes" Food Stamp Challenge.

Mr. Spadaccini thanked the department and staff for their assistance with this meeting.

Ms. Metcalf-Little thanked the department for the background presentations on upcoming regulations and appreciates today's presentations.

Dr. Sood thanked Mr. Spadaccini for stepping in as Chair for her this morning. She thanked Commissioner for his informative presentation.

Mr. Greene advised that the correspondence protocol works well for him, and feels it is better if the Board members do not get involved in the constituent emails.

Dr. Sood advised she thinks the members have a responsibility to read the letters and not just be a "rubber stamp".

Meeting adjourned at 3:18 pm

Submitted by Pat Rengnerth