

Minutes
State Board of Social Services
Hampton Inn Col Alton
Lexington, Virginia
June 18-19, 2003

Present

Debra Andrews, Chairman
Robert Spadaccini, Vice Chairman
Carol Coryell, Secretary
Julie Christopher
Mamie Locke
Danny Brown
Phillip Jones
Maggi Luca

Absent

Jean Cobbs (sickness in family)

Call to Order

The meeting was called to order at 9:00 a.m., Chairman Debra Andrews presiding. Ms. Andrews welcomed Sarah Roadcap from the Office of the Attorney General. Ms. Roadcap is assisting Al Wilson this summer.

It was announced that Deputy Commissioner Goodwin would be sitting in for Commissioner Jones, who was unable to attend.

There were two changes to the agenda. Sam Bush will present the VLSSE update on Thursday and Jane Brown's presentation will take place on Wednesday.

Welcome and Introductions

Meredith Downey, Director of the Rockbridge area Department of Social Services welcomed the Board to Lexington and provided a brief history on the surrounding areas. Members were invited to attend a reception in their honor at 5:30 p.m. on Wednesday.

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Regulation Update

Richard Martin reported that as of June 17, 2003, the Department has 87 regulations in place. 57 of the 87 are currently in process.

Of those 87, 35 are in the process of being repealed (28 relate to old AFDC regulations) that will be replaced by the new TANF regulation and two of the repeals will be effective within the next 30 days.

Of those 87, 12 are in the process of being amended.

Of those 87, 10 are in the periodic review process. Twelve additional new regulations are in the process of being promulgated. That totals 99 regulations and proposed regulations.

Regulatory Action

22 VAC 40-200-10 Foster Care Guiding Principles
Periodic Review

22 VAC 40-210-10 Foster Care-Assessing the Clients Needs
Periodic Review

22 VAC 40-800-10 Family Based Social Services
Periodic Review

Mr. Martin advised this action will complete the periodic review as required by Executive Order 21. He requested that all Periodic Reviews could be voted on with one motion.

Discussion:

Mr. Spadaccini questioned why this regulation would come before the Board in 6-8 months as mentioned by Mr. Martin. Mr. Martin advised the Department had made a major effort in bringing a large amount of regulations to the Board at once.

ON MOTION DULY MADE (Mr. Spadaccini) and seconded (Ms. Coryell) moved to approve the Periodic Review report for submission to the Department of Planning and Budget and the Secretary of Health and Human Resources. Motion carried with all in favor.

22 VAC 40-661-10 Child Care Service, and 22 VAC 40-660-10 Child Day Care Services
Notice of Intended Regulatory Action

Mr. Martin advised this action will begin the process to repeal the existing regulation and adopt a replacement regulation. The new regulation will promulgate state and federal legislative changes to the child care services program.

Discussion:

Mr. Spadaccini shared his concern that the department did not plan a public hearing. Mr. Martin advised that although a public hearing was not recommended at this stage, the Board still had the option to ask that one be held at the proposed stage. Mr. Spadaccini stated that he understood that, but in light of the importance of this topic as it related to the success of Welfare Reform and adequate childcare availability, he believed that it warranted a public hearing with sufficient prior notice. After some discussion, Mr. Martin advised he would make the change to have a public hearing listed at this phase of the regulation.

Ms. Luca questioned the procedure of a public hearing when there are no speakers. Mr. Martin advised that staff have to hold the meeting and wait through the times advertised. Usually, attendance has not been a problem.

Ms. Christopher reported that she had attended a public hearing in Richmond and there was low attendance. She agreed with Mr. Martin that perhaps the next public hearings could be incorporated into the Board meeting dates.

ON MOTION DULY MADE (Ms. Christopher) and seconded (Mr. Brown), moved to approve the Notice of Intended Regulation Action package to repeal 22 VAC 40-660-10 entitled Child Day Care Services, for publication in the Virginia Register subject to approval under the provisions of Executive Order Number 21 and approve the Notice of Intended Regulation Action package to establish 22 VAC 40-661-10 entitled Child Care Services, for publication in the Virginia Register subject to approval under the provisions of Executive Order Number 21. Motion carried with all in favor.

22 VAC 40-771-10 Local Department Approved Provider Standards and 22 VAC 40-770-10 entitled Standards and Regulations for Agency Approved Providers

Mr. Martin reported this action will establish a new regulation 22 VAC 40-771-10 and repeal an existing regulation 22 VAC 40-770-10. The new regulation makes the regulation less confusing and more easily understood. It is divided in appropriate sections for adult services, child care, adoptive and foster providers, and is updated to comply with changes to federal and state laws and regulations. The Board was also requested to approve the fiscal impact analysis.

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Discussion:

Ms. Christopher asked if there are standards associated with training. Ms. Newbanks advised they are being developed.

Ms. Christopher questioned whether interviews mentioned in item 4-g were surprise or announced visits. Ms. Newbanks advised that the department does frequent visits; however, at least one visit in the home must be unannounced. She further stated that the department follows the home for one year.

Mr. Brown referred to page 43, item 2 under Criminal Background and asked if drug testing is done. Ms. Newbanks advised this is a voluntary issue as listed in CODE. However, if there is evidence of drugs, the department will not approve the home.

Mr. Spadaccini asked if a listing of all the changes were available on a cover sheet. Ms. Newbanks will provide this to Ms. Rengnerth for distribution to the Board.

ON MOTION DULY MADE (Mr. Spadaccini) and seconded (Ms. Locke) moved to approve the proposed regulation 22 VAC 40-771-10 entitled Local department Approved Provider Standards and 22 VAC 40-770-10 entitled Standards and Regulations for Approved Providers and the fiscal impact analysis for distribution for local boards of social services. Motion carried with all in favor.

22 VAC 40-60-10 Standards and Regulations for Licensed Adult Day Care Centers
Periodic Review

Mr. Martin advised this will complete the Periodic Review of this regulation. This review notice was published in the Virginia Register on April 7 and comment was received until April 28, 2003. Members were asked to approve the Periodic Review.

Discussion:

None

ON MOTION DULY MADE (Ms. Christopher) and seconded (Ms. Luca), moved to approve the Periodic Review for 22 VAC 40-60-10 entitled Standards and Regulations for Licensed Adult Day Care Centers for submission to the Department of Planning and Budget and the Secretary of Health and Human Resources as required by Executive Order 21. Motion carried with all in favor.

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22 VAC 40-90-10 Regulation for Criminal Record checks for Assisted Living Facilities and Adult Day Care Centers
Exempt Final Adoption

Mr. Martin advised the amended regulation implements recent state legislative changes. The recodification clean up clarified the crimes that are barriers to employment in assisted living facilities and in adult day care centers.

Discussion:

Mr. Spadaccini clarified that the effective date would be October 1, 2003 and not 2002 as listed on the cover memo attached to the regulation.

ON MOTION DULY MADE (Ms. Luca) and seconded (Ms. Locke), moved to approve the exempt final regulatory package for publication in the Virginia Register subject to approval under the provisions of Executive Order 21 with an effective date of October 1, 2003 as amended. Motion carried with all in favor.

22 VAC 40-80-10 General Procedures and Information for Licensure
Proposed New Regulation

Ms. Paula Dehetre and Ms. Kathryn Thomas advised that several changes were made to the regulation at the request of the Child Day Care Council. The Council has agreed to repeal their rules for General Procedures and cooperatively utilize this regulation.

Additional changes were made at the request of Assistant Attorney General Allen Wilson. A table outlining the changes is included in the regulation.

Discussion:

Mr. Spadaccini noted that he was uncomfortable with diluting training. Ms. Dehetre advised this would be readdressed during public comment.

Ms. Luca was concerned over the training issue and shortage of staff to conduct it.

Ms. Christopher assured the Board that training will increase as mentioned by Commissioner Jones at every Council meeting.

Ms. Coryell was concerned over the deletion of the word “shall” and use of “will” in its place. She felt this word change “watered down” the meaning. Ms. Thomas advised that “shall” applies to what applicants will have to do and “will” is generally acceptable since the regulation is not written for social services but rather applicants.

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Liz Dowdy, member of the Child Day Care Council spoke of a memo from Commissioner Jones that stated there was no need to promulgate separate regulations. The Council agreed with Commissioner Jones' request to allow the State Board to handle the regulation. She mentioned the Council had several concerns that she hoped the Board would consider.

She advised that the regulation mentions that the department will promulgate.... This should be changed to the Board and Council will promulgate.... Mr. Martin advised the department will talk with Ms. Dowdy further on her concerns.

ON MOTION DULY MADE (Mr. Spadaccini) and seconded (Ms. Locke) moved to approve the proposed new regulation 22 VAC 40-80-10 entitled General Procedures and Information for Licensure and the fiscal impact analysis for distribution to local agencies. Motion carried with all in favor.

22 VAC 40-375-10 Economic and Employment Improvement Program for Disadvantaged Persons
Final Adoption

Mr. Martin advised this action implements Chapter 491 of the 2000 Acts of Assembly and provides the rules for the Economic and Employment Improvement Program for Disadvantaged Persons. On January 30, 2003, the Board approved an earlier version of this final regulation. Subsequently, the General Assembly approved House Bill 2380 that removed the statutory mandate for the program and the requirements for a Grants Award Committee.

Discussion:

Ms. Jane Brown advised that the "hard to serve" definition in the first version referenced language in CODE. With the rewrite of CODE, language was revised and improvements made.

ON MOTION DULY MADE (Ms. Christopher) and seconded (Ms. Coryell) moved to approve the final regulatory package for publication in the Virginia Register under the provisions of Executive Order 21 for 22 VAC 40-375-10 entitled Economic and Employment Improvement Program for Disadvantaged Persons. Motion carried with all in favor.

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Video Presentation

As part of her Division's Overview (from the April Meeting), Ms. Jane Brown of Community Programs showed the video entitled Protecting Children: A Mandated Reporter's Guide for Recognizing and Reporting Child Abuse and Neglect. The video, developed by the Virginia Bar Association Young Lawyers Division, in partnership with the Family & Children's Trust Fund of Virginia, helps mandated reporters identify indicators of abuse or neglect and understand their responsibility for reporting if abuse or neglect is suspected.

The Family & Children's Trust Fund has distributed copies to all local departments of social services, community action agencies and key state and community child abuse prevention agencies. Copies of the video are available at a nominal charge and order forms can be obtained by contacting the FACT Board at 804.692.1823.

Members thanked Ms. Brown for being flexible in completing her Division overview since timing was an issue for the Board in April.

22 VAC 40-470-10 Exemptions Applicable to Public Assistance Programs
Periodic Review

Mr. Martin advised this action will complete the periodic review as required by Executive Order 21. The department recommends that this regulation be retained with no change.

Discussion:

Mr. Spadaccini referred to page 3 of the Town hall document quoting the disadvantages of the program are the mandated functions for which no additional resources were provided. There is a potential for staffing issues due to increased caseload demands at local departments of social services and new administrative responsibilities at both the regional and central office levels. The program is funded solely by donations and contributions, state income tax refund check-off or general funds appropriated by the General Assembly. At the present time, the Home Energy Assistance Program is unfunded. He asked Mr. Duke Storen if he knew the anticipated estimation on cost.

Mr. Duke Storen responded by saying it depends upon what the department chooses to do with the funds. It could be used to enhance the number of individuals served. He advised that under federal requirements, only 10% can be spent administratively. Locals can spend up to 7%.

Mr. Spadaccini pointed out that locals may or may not be the recipients of additional funds. However, he would encourage the department to provide additional funds to local agencies.

ON MOTION DULY MADE (Ms. Christopher) and seconded (Mr. Spadaccini) moved to approve the final regulatory package for publication in the Virginia Register subject to approval under the provisions of Executive Order 21 for 22 VAC 40-470-10 entitled Exemptions Applicable to Public Assistance Programs. Motion carried with all in favor.

22 VAC 40-295-10 Temporary Assistance for Needy Families (TANF)
Re-proposed Regulation

Mr. Mark Golden provided history on this regulation and advised it incorporates provisions of the TANF program that are currently contained in 30 Aid to Families with Dependent Children regulations. Additionally, this regulation includes changes mandated by the Personal Responsibility and Work Opportunity Reconciliation Act of 1996.

The Board was requested to approve the re-proposed regulatory package to amend and approve the fiscal impact analysis.

Discussion:

Mr. Spadaccini referred to page 8 of the Town hall document under Public Comment. It is mentioned that DSS will not lengthen sanction periods for clients committing intentional program violations. He questioned the logic of not having increased penalties for persons that had willfully committed program violations.

Mr. Golden advised that clients are penalized, but they want to prevent doubling the penalty. If penalties are significant, the client can be ineligible to participate further.

ON MOTION DULY MADE (Mr. Spadaccini) and seconded (Ms. Christopher) moved to approve the re-proposed regulation 22 VAC 40-295-10 entitled Temporary Assistance for Needy Families and approve the fiscal impact analysis for distribution to local boards of social services. Motion carried with all in favor.

22 VAC 40-910-10 General Provisions for Maintaining and Disclosing Confidential Information of Public Assistance, Child Support Enforcement and Social Services Records
Final Adoption

Mr. Martin advised this new regulation replaced an emergency regulation that expires on August 31, 2003. He advised there are two technical changes described on page 4 of the Town hall document. He pointed out a typo on page 6, and advised the department responded to a public comment. Notification of release of confidential client information was modified to state that reasonable efforts must be made to notify the client or legally responsible person within five business days after disclosure when a client record is release because a court of competent jurisdiction has ordered the production of client records and the department does not have sufficient time to notify the client before responding to the order.

ON MOTION DULY MADE (Ms. Coryell) and seconded (Ms. Luca) moved to approve 22 VAC 40-910-10 entitled General Provisions for Maintaining and Disclosing Confidential Information of Public Assistance, Child Support Enforcement and Social Services Records for publication in the Virginia Register subject to approval under the provisions of Executive Order Number 21. Motion carried with all in favor.

22 VAC 40-11-10 Public Participation Guidelines
Final Adoption

Mr. Martin advised this amended regulation provides for electronic submission on public comment during the promulgatory process and gives the Board discretion to publish notices in newspapers.

Discussion:
None

ON MOTION DULY MADE (Mr. Brown) and seconded (Mr. Spadaccini) moved to approve 22 VAC 40-11-10 entitled Public Participation Guidelines subject to approval under the provisions of Executive Order Number 21. Motion carried with all in favor.

22 VAC 40-135-10 Treatment Foster Care Standards for Child Placing Agencies
Request to withdraw NOIRA

Mr. Martin requested the Board to withdraw this Notice of Intended Regulation Action that was published in the Virginia Register on January 14, 2003. The department is working with providers over the large number of comments received.

Discussion:

Mr. Spadaccini asked that Mr. Martin clarify “will be coming to the Board soon”.
Mr. Martin stated he anticipated the regulation would be back before the Board within 6 months.

Mr. Spadaccini asked if the department had sufficient staff to work on the regulation now and not withdraw. Mr. Martin advised the department had been asked to withdraw the regulation by Secretary Wood’s office and couldn’t speak further to the rationale.

Mr. Spadaccini advised he would vote against withdrawing this regulation as he didn’t understand the reasoning provided by Mr. Martin since the department had been working with providers since December 2002, and believed that further delays in this process would not be beneficial or in the best interest for the citizens of the Commonwealth.

Mr. Martin confirmed the departments desire to have additional public comment on this regulation.

ON MOTION DULY MADE (Ms. Christopher) and seconded (Ms. Coryell) moved to withdraw the Notice of Intended Regulatory Action for 22 VAC 40-135-10 entitled Treatment Foster Care Standards for Child Placing Agencies. All members voted aye with the exception of Mr. Spadaccini opposing. Motion carried.

Ms. Coryell thanked Mr. Martin and Ms. Rengnerth for providing Board material to the members in a timely fashion.

Public Comment

Linda Nisbet, Director of Montgomery County DSS spoke on Child Protection Prevention. She advised her agency has a Prevention Unit but no funds to support its work. They are currently borrowing funds from VIEW. Staff continues to do other job roles as well as prevention and are stretched to capacity handling many referrals.

Ms. Nisbet advised her agency is approved for two additional staff but no accompanying funding. She advised it is difficult and unfair to staff to do a job without resources.

Sharon Jones, Chair of IACCEPT encouraged the Board to not eliminate General Public Participation. She is discouraged that the Commissioner is interfering with work of the Council by promulgating. She further stated that the word “or” can change a regulation tremendously and plans to send a “Best Practice” book to the Board. She advised that Best Practices doesn’t practice “one size fits all”. Best Practice recognizes the sizes of centers, is flexible, and reduces risk to children.

Ms. Jones will email a copy of the International Accreditation and Certification of Childhood Trainers remarks in detail to Ms. Rengnerth to become an addendum to this comment and will be housed at Central Office with the Official Minutes.

Liz Dowdy, member of the Child Day Care Council thanked Ms. Christopher for her presence and participation with the Council. She would appreciate input in training that is to be sent forth.

She stated the Council had been asked if it was a viable organization. She advised there is over a century of day care knowledge currently residing on this Council. Because of their expertise and working in the field, they know what is needed. She sincerely hopes the Council and Board will continue to work together.

Closed Meeting

ON MOTION DULY MADE (Ms. Coryell) and seconded (Mr. Spadaccini) moved to go into Closed Meeting for the purpose of consultation with legal counsel and/or briefings by staff members and attorneys pertaining to personnel. Motion carried with all in favor.

Commissioner Jones joined the Closed Meeting via telephone.

ON MOTION DULY MADE (Mr. Spadaccini) and seconded (Ms. Locke) moved to include Mr. Wilson, Mr. Goodwin, Ms. Roadcap, and Richard Martin in the Closed Meeting. Motion carried with all in favor.

Certificate of Closed Meeting

ON MOTION DULY MADE (Ms. Coryell) and seconded (Ms. Luca) moved to return to open meeting. Motion carried with all in favor.

The Certificate of Closed Meeting was read by Secretary Coryell with all members affirming that only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which the certification resolution applies and only such public business matters as were identified in the motion convening the Closed Meeting were heard, discussed or considered by the State Board of Social Services. All members were in agreement.

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Benefit Program Overview

Duke Storen, Director of Benefit Programs provided an overview of the programs and contacts in his division.

Food Stamps, Energy Assistance, Medical Assistance, Family Access to Medical Insurance Security, Temporary Assistance for Needy Families, and Disaster Assistance were covered. His report is an addendum to the Official Minutes housed at Central Office.

Ms. Christopher questioned how the poverty level percentage was determined. Mr. Storen advised that the department refers to and uses the federal poverty threshold.

Child Protective Services Fatality Report/Prevention Program

Ms. Cathleen Newbanks advised that prevention is not a priority in Virginia as yet because it is not quantifiable.

She advised that prevention community works and referred to a prenatal program developed by David Olds, where nurses should visit with new moms for two years. She advised in order to fix child abuse; we must first know the problem deeply.

She mentioned that Hampton has a wonderful community prevention program. Ms. Locke offered to have people on hand at the August meeting to discuss why this is working in Hampton. The hope is that a pilot can be used in other localities.

Mr. Jones felt that we need to look at a shopping list of needs and then look at the dollars required to fulfill the list.

Recess

Thursday, June 19
Reconvene 9:00 a.m.

The Chairman reconvened the meeting of the State Board of Social Services.

Award Presentation

On behalf of the Department of Social Services, Deputy Commissioner Ray Goodwin thanked Debra Andrews for serving as Chair of the Board and her commitment to working with the department. He presented her with an engraved Revere Bowl.

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Non Deviating Local Social Services Agency Requests

Sally Blanchard, Human Resource Director reviewed requests from Isle of Wight and Lee County requesting approval of local salary range maximum (s) with contingency.

ON MOTION DULY MADE (Mr. Brown) and seconded (Ms. Christopher) moved to approve local salary range maximum with contingency for Isle of Wight and Lee County. Motion carried with all in favor.

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ON MOTION DULY MADE (Mr. Spadaccini) and seconded (Ms. Luca) moved to approve the Minutes of the April 2003 meeting as presented. Motion carried with all in favor.

Rolling Agenda

Chairman Andrews reminded members to review the Rolling Agenda and let Ms. Rengnerth know of any additions.

Future Meeting Schedule

August 20-21, 2003 Radisson Hotel-Hampton
October 22-23, 2003 Abingdon
December 17-18, 2003 Central- TBA

VA League of Social Service Executives

Sam Bush advised that the Board requested information from the League on out of state placements of foster children.

He advised that it appears that one of the most common reasons that local departments of social services are placing children outside of Virginia is that the service needed to address the foster child's mental health problem is not available. Gaps in services were in facilities for juveniles with aggressive behaviors, crisis stabilization centers, sex offender treatment facilities, transitional facilities, and facilities for children with multiple disabilities.

Other reasons included positive feedback from other localities, rejected by VA facilities, young sexual offenders, low IQ, and lower costs. These findings were supported by an informal poll of the VLSSE's Child and Family Services Committee conducted in May 2003.

Other study findings revealed that for FY 2001, Virginia had children placed in South Carolina, Florida, Massachusetts, Maryland, and Texas. Mr. Bush stated the League stands ready to work with the Board and General Assembly to address problems. A copy of the full report is part of the Official Minutes that are housed in Central Office.

Mr. Spadaccini thanked Mr. Bush for the presentation done at his request. He stated his fear that he didn't want to see Virginia faced with the same problems being mentioned in Florida over foster care issues. He voiced his concern that the department was doing a disservice to the children we serve by placing the number that we do with out of state facilities and urged the department to take a leading role with others to address this issue.

Mr. Wilson concurred with Mr. Spadaccini's comments and plans to address the Board in August regarding legal issues related to this subject.

Old Business

Mr. Goodwin addressed the issue of an anonymous letter that had been received in the department and by Board members. After much review, the charges were confirmed unfounded.

Ms. Luca asked that someone from the department attend the August meeting and discuss what follows a Public Hearing once it has closed. Ms. Dottie Wells will be asked to address this question since public comment on the Child Care Development Fund closed recently.

Committee Reports

Mr. Brown provided members with a copy of the Board's budget. Once again this year, the Board used approximately 48% of its budget.

Ms. Andrews provided information on her meeting with JLARC regarding whether the Board could promulgate regulations that are currently being co-handled with the Council. A copy of these remarks, as well as remarks from Commission Jones and Council Chairman Gail Johnson are attached to the Official Minutes housed at Central Office.

Ms. Luca stated she would have liked to know about this meeting and requested she be informed in the future.

Ms. Christopher advised the Chair of the Child Day Care Council had made copies of the letter and provided it to all members. She advised members were allowed to give input on Gail Johnson's talking point. She felt there was a need for the Board to also provide their views in the future.

Ms. Christopher advised she had been to a Council meeting as it was very convenient to her Richmond location. She advised the Council is moving away from writing their regulations. She also stated the Council is reaching out with a genuine hand to the Board and hopes this Board will extend a hand back.

Nominating Committee

Mr. Brown advised he was proud to serve as Chair on the Nominating Committee and provided the following slate of officers:

Debra Andrews	Chairman
Julie Christopher	Vice Chairman
Maggi Luca	Secretary

ON MOTION DULY MADE (Mr. Brown) (Ms. Andrews requested a second but was advised by Mr. Spadaccini that no second was needed under the Board Bylaws) moved to approve the slate of officers as presented. Motion carried with all in favor.

Ms. Andrews thanked the Board for their vote of confidence in electing her to continue as Chairman for a second term. She advised she will be reviewing subcommittees at the August meeting in hopes to combine many of them as their functions overlap.

Comments

Mr. Jones asked that we reserve Thursday afternoon of the August meeting to discuss Bylaws, subcommittees, etc. Members were in favor.

Mr. Goodwin stated the Commissioner was sorry he could not be present at this meeting. He also publicly recognized Trudy Brizendine for her work in Fairfax. Ms. Brizendine is retiring this month.

Mr. Spadaccini thanked Ms. Downey for the lovely reception hosted in the Board's honor. He also wished Ms. Luca a happy belated birthday, and Ms. Christopher an early birthday wish. He thanked the members of the Nominating Committee for their diligence and wished the new officers success during the upcoming year.

Ms. Locke stated she looked forward to seeing everyone in Hampton in August.

Mr. Brown thanked the local agency for a lovely reception.

Ms. Coryell echoed Mr. Brown's comments and also acknowledged the work done by Trudy Brizendine. Ms. Coryell felt that local agencies should be thanked publicly for their kindness during receptions hosted in the Board's honor. She also stated the chairman should do this honor.

Mr. Jones thanked Ms. Brizendine, the local agency for their hospitality, and stated it was a productive meeting. He congratulated members for being elected to their positions.

Ms. Andrews thanked Ms. Rengnerth for her hard work in keeping Board material flowing, and to Mr. Martin for the great job he does in the legislative/regulatory area. She also thanked Mr. Goodwin and staff for their hard work.

Mr. Spadaccini asked the Board to consider offering plaques to local agencies for their hospitality, pointing out that the expenditures for the Board this past year and historically have been under budget. He felt that it was a good gesture on behalf of the Board and a wise use of funds. Currently, the Chair sends a note of appreciation to each director for their acts of kindness shown to the Board.

ON MOTION DULY MADE (Mr. Spadaccini) and seconded (Ms. Luca) moved to adjourn the June meeting of the Board of Social Services. Motion carried with all in favor.

Submitted by Pat Rengnerth
Approved August 2003
Certified by Secretary _____