

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

December 10, 2025

Attending: DeRonda Short (Vice Chair), Maria Benjamin, Les Ford, Coke Stewart, April Morefield, Tony Whittingham, Mike Flynn, Mallory Addison, Matthew Melvin, and Zach Clinton

Absent: Don Carey and Commissioner Erskine

Also in Attendance: Ellen Fulmer (Assistant Attorney General)

Meeting called to order at 10:07am – Ms. Short

COMMENT PERIOD

There were no comments from the public.

There were no comments from boards and directors.

Comment from the VA Community Action Partnership – Erik Johnston, Executive Director
Mr. Johnston gave his appreciation for the General Assembly investments. He gave an update on the statewide volunteer income tax coalition program.

Comment from the Virginia League of Social Service Executives – Rebecca Morgan, President
Ms. Morgan shared all 120 local departments are up to date on their memberships and have full participation statewide. She also shared the League is busy putting together their legislative package for the 2026 session.

ACTION ITEMS

1. October 2025 Meeting Minutes
On Motion Duly Made, (Les Ford), second (Maria Benjamin), motion approved with all in favor.
2. Benefit Programs Specialist Appreciation Month Resolution
On Motion Duly Made, (Matthew Melvin), second (Les Ford), motion approved with all in favor.
3. 22VAC40-325, Fraud Reduction/Elimination Effort Fast Track Regulation
On Motion Duly Made, (Les Ford), second (Matthew Melvin), motion approved with all in favor.
4. Orange County DSS Deviation Request
On Motion Duly Made, (Mike Flynn), second (Maria Benjamin), motion approved with all in favor.

5. LDSS Administrative/HR Manual Updates Chapters 1-3
On Motion Duly Made, (Matthew Melvin), second (Maria Benjamin), motion approved with all in favor.

6. Establish 2026 Meeting Schedule
Vice Chair Short noted the schedule in the packet showed the February 2026 meeting as virtual. The bylaws prohibit back-to-back virtual meetings. Because the 12/10/2025 meeting was shifted to virtual, the February 2026 meeting will be in person at the VDSS Home Office.
On Motion Duly Made, (Matthew Melvin), second (Maria Benjamin), motion to approve the schedule as amended approved with all in favor.

Executive Directive 13 & Other Updates – Carl Ayers provided a follow up on Executive Directive 13.

Requests from Board Members

1. **SNAP Errors/QC**: Ms. Ford requested to present this information at the April meeting, once 2026 data is received and General Assembly session is over.

2. **Dollars caught through the Fraud Program**: The Board requested a deeper dive into this topic within the next six months.

3. **Survivor Benefits for Children in Foster Care**: Ms. Ford requested this information be presented at the April or June meeting.

4. **Location of June meeting**: Ms. Short appointed a committee to come up with recommendation for consideration at the February 2026 meeting. The committee includes Matthew Melvin, April Morefield and Tony Whittingham. Mr. Melvin as the committee chair.

Meeting adjourned at 12:21pm