

**New Member Orientation Meeting
VA Dept. of Social Services
7 N. 8th Street
Richmond, VA 23219**

February 9, 2007

Attending

Nettie Simon-Owens, Vice Chair
Brenda C. Hornsby
Shirley E. Culpepper

Call to Order

Vice Chair Nettie Simon-Owens opened the meeting at 1:15 p.m. following a brief meet and greet with department directors and staff. Ms. Simon-Owens expressed regrets on behalf of Chairman Danny Brown for his absence today.

Welcome and Introductions

Ms. Simon-Owens welcomed Brenda Hornsby, the newest member of the Board and Shirley Culpepper (appointed in October) to the VA State Board of Social Services.

Freedom of Information Act and Liability

Al Wilson, Assistant Attorney General provided an overview of the Board's role and responsibilities and reviewed the Freedom of Information Act. Members were encouraged to contact Mr. Wilson if they had any FOIA concerns.

Virginia Regulatory Process

Richard Martin, Manager of the Office of Legislative and Regulatory Affairs provided a presentation on the Virginia Regulatory Process. Members received a copy of the current Status of Regulation Report.

Mr. Martin reviewed the Governor's Executive Order #36 and provided a copy to members.

The department website was highlighted. A presentation will be arranged for all members at a future meeting.

State Board Procedures

Pat Rengnerth provided members with travel guidelines and reimbursement procedures. A copy of the 2006 VA CODE Book was distributed.

Conflict of Interest Training

A copy of this DVD was provided to Ms. Hornsby.

Adjournment

The Orientation Meeting ended at 3:45 p.m.

