

The Northampton County Board of Social Services met in the Board Room of the Social Services Building on April 19, 2016. Present were William Denny, Chairman, Edith Johnson, Vice Chair, John Williams, Board Member and Mozella Francis, Secretary.

On a motion by John Williams, the minutes of the March 15, 2016 were approved. There was no public comment or correspondence.

The Board was provided a copy of the 2015-16 predicted budget to compare against the actual. There were no known discrepancies.

Ms. Francis reviewed with the Board the open positions that are available with the agency and the plan to fill them. Discussion ensued as Mr. Williams asked about the challenges that exist with recruiting applicants, who meet the minimal requirements – considering the entry level pay. Ms. Francis addressed the Board at large about the salary concerns and her strategy to address these concerns.

Ms. Francis reviewed with the Board the Compensation Plan for the 2016-17 Fiscal Year. The compensation plan was reviewed and accepted unanimously. Mr. Williams made a motion to accept and Ms. Johnson seconded the motion. Ms. Francis pointed out that as a component of the compensation plan, that she would ask the state to conduct an internal alignment to support the goal of bringing

salaries in alignment with the State and to remain competitive. Mr. Williams agreed that this is very important to maintain staff morale and to not lose staff to competing agencies whose pay is more competitive.

Ms. Francis informed the Board that there were approximately 25 applicants who applied for the Benefit Programs positions and approximately 30 for the Family Support Worker position. The Board was pleased to hear that we had received so many interested applicants.

Ms. Francis reviewed the progress of the Work Readiness Training workshop with the Board. She informed them that the training was successful and reported that to date; three attendees had already secured employment. The Board was pleased and re-emphasized their willingness to support this effort.

Ms. Francis reviewed the plan for Safety in the Workplace and the commitment to provide the staff with the necessary training and to make the necessary agency adjustments to keep staff safe. Mr. Williams asked if Ms. Francis had thought about hiring a security guard to remain on staff. Ms. Francis discussed the fiscal burden creating that position would have on the agency right now. Mr. Williams then asked about the relationship that NCDSS had with Sheriff Doughty and the importance of communicating with his department frequently to ensure safety. Ms. Francis assured Mr. Williams that NCDSS had a good relationship with the Sheriff's

Department and they always responded to our request.

Before going into close session, Ms. Francis asked that the Board review the NCDSS Dress Code Policy and to provide any feedback they may have before voting at the next Board meeting to accept the policy. The Board agreed to review and note any concerns or necessary changes.

On a motion by Chairman William Denny, the Board went into Closed Session in accordance with Section 2.1-344 of the Code of Virginia, as amended, for the purpose of discussion or consideration of employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining appointees or employees of any public body.

The Board returned to Open Session.

On a roll call vote certifying to the best of each member's knowledge, only public matters exempted from the public meeting and in the original motion were discussed. The vote was Denny: yes; Johnson: yes and Williams: yes.

Ms. Francis informed the Board that she was scheduled to attend the VLSSE Conference in May for three days.

The next meeting was scheduled for Tuesday, May 17, 2016 at 9:00 a.m.

The meeting was adjourned at 10:01 a.m.

Attested by _____
William Denny, Chairman
May 17, 2016
Mozella F. Francis
Secretary