

The Northampton County Board of Social Services met in the Board Room of the Social Services Building on November 15, 2016. Present were William Denny, Chairman, Edith Johnson, Vice Chair, John Williams, Board Member and Mozella Francis, Secretary.

On a motion by Ms. Johnson and seconded by Mr. Williams, the minutes of the October 11, 2016 meeting were approved with no noted changes. There was no public comment or correspondence.

The Board was provided a copy of the 2016-17 budget. The Board was given an actual copy and prediction of anticipated spending for the remainder of the fiscal year. There were no noted concerns and all agreed to accept the budget as presented.

Mrs. Francis informed the Board that a salary wage analysis had been conducted on all current exempt employees to determine the need for salary adjustments to comply with the new Fair Labor Standards Act scheduled to go into effect on December 1, 2016. It was determined that no salary adjustments were needed at this time and that Mrs. Francis would meet with all staff to review exemption status prior to new standards implementation.

The Board was given a review of the customer service survey that is placed in the lobby and handed out to customers by all staff. The outcomes of 38

surveys were reviewed with the Board along with a plan to address areas of concern.

Mrs. Francis provided the Board with an actual amount of over-issuance money that had been collected since January. The processes to capture over-issuance payments and potential fraud cases were reviewed with the Board. Mrs. Francis emphasized that the Benefit Programs Supervisor understands the importance of closely monitoring especially in light of not having a Fraud Investigator at this time. Mr. Williams reported that he is pleased that the agency is recouping money and remaining vigilant. The Board was very concerned that everyone who needed help has access, but that those who commit fraud be prosecuted. Mrs. Francis informed the Board that a Fraud Investigator should be hired by the close of the year.

The Board was informed that our agency was scheduled for a federal Child & Family Services Review in April 2017. The state will conduct their review in December 2016 of CPS cases and two foster care cases. The Family Services department has been working diligently to be ready for this review and to establish ongoing best practice.

The Board was informed about the outcome of the Mental Health First Aid Training that took place here at the Agency on 11/09/2016 and was concluded 11/16/2016. Mrs. Francis informed the Board as to how important this training is and that it should

increase our ability to more effectively serve our mental health customers.

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.

Mrs. Francis informed the Board of her upcoming schedule: 11/16 Mental Health First Aid Training and local community committee meetings.

The next Board Meeting is scheduled for Tuesday, December 6, 2016 at 9:00 a.m.

The meeting was adjourned at 10:05 a.m.

Attested by _____
William Denny, Chairman
December 6, 2016
Mozella F. Francis
Secretary

