

Essex County Department of Social Services
Board Meeting – April 21, 2022
Location: Essex Social Services
772 Richmond Beach Road
Tappahannock, Virginia

Call to Order

Mr. Wright Andrews, Chairman called the meeting of Thursday, April 21, 2022 to order.
In attendance were:

Essex County Social Services Board

Mr. Wright Andrews, Chairman
Ms. Ella Johnson, Vice-Chairman
Mr. Rob Akers, Board Member
Mrs. Denise Hammond, Board Member
Mrs. Mary Alice Passagaluppi, Board Member

Essex County Social Services Staff

Mrs. Candace Mickelborough, Director
Mrs. Tammy Parks, Acting Benefit Programs Supervisor
Ms. Heather Graf, Administrative Office Manager

Meeting Agenda

MOTION:

Mrs. Hammond moved to approve the meeting agenda as presented. Mr. Akers seconded the motion.
The motion carried unanimously.

Approval of Minutes

MOTION:

Mr. Akers moved to approve the meeting minutes. Mrs. Johnson seconded with motion. The motion carried unanimously.

Public Comment Period

None

Old Business

Child Abuse Prevention Month-The Rappahannock Times published an article, submitted by the agency, on Child Abuse Prevention Month. The agency provided crayons and coloring sheets on water safety to the Essex County Public Library and placed these items in Little Free Libraries in the county. The agency will be giving these items out through the month of April in efforts to promote awareness about dangers to children.

Compensation Plan-Director submitted the completed 22-23 Compensation Plan for approval. Director discussed plans to give the staff a salary increase if the Governor approves an increase. If the Governor approves a 5% increase, Director plans to leave two positions vacant to support

the increase. Mrs. Hammond moved to approve the Compensation Plan as submitted. Mrs. Johnson seconded with motion. The motion carried unanimously.

New Business

A. FY 23 Budget-Discussed in conversation about the agency's Compensation Plan.

Director's Report

The Board was presented with current statistics and the agency's budget information.

Division Updates:

Administration-New Fiscal Assistant, Shelia Wilson, will begin on Monday, 4/25/22. Ms. Wilson has a lot of experience in finance.

Benefit Programs-Tammy Parks was introduced as the Agency's Acting Benefit Programs Supervisor. The Benefits Team has a new Benefit Programs Specialist I beginning on 5/2/22.

Family Services-Agency is recruiting a Family Services Supervisor and Family Service Specialist I and III. The Director has requested the State Services Consultants participate in Supervisor interviews.

CSA-A parent representative was appointed to CPMT.

Director's recruitment report:

Addressed above

Closed Meeting Requested

Closed Meeting Requested Pursuant to §2.2-3711.A.1 of the Code of Virginia for the following:

To discuss personnel matters related to and involving personnel of Essex County Department of Social Services.

MOTION:

Mrs. Johnson moved to enter Closed Meeting Pursuant to §2.2-3711.A.1 of the *Code of Virginia* to discuss personnel matters related to and involving specific personnel of Essex County Department of Social Services. Mr. Akers seconded the motion. The motion carried unanimously.

MOTION:

Mr. Akers moved to end the Closed Meeting and reconvene the regular meeting. Mrs. Hammond seconded the motion. The motion carried unanimously.

Mrs. Johnson read the following certification of closed meeting compliance:

Certification of Closed Meeting Compliance

WHEREAS, the ESSEX County Social Services Board has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section § 2.2-3712 D of the Code of Virginia requires a certification by the ESSEX County Social Services Board that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED by the ESSEX County Social Services Board on this the 21st day of April 2022, hereby certifies that, to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (2) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the ESSEX County Social Services Board.

Certification of Board Members:	Mrs. Johnson	AYE
	Mr. Akers	AYE
	Mr. Andrews	AYE
	Mrs. Hammond	AYE
	Mrs. Passagaluppi	AYE

Other Business of the Board:
None

MOTION:

Mr. Akers moved to adjourn, Mrs. Johnson seconded, all in favor, meeting was adjourned.

The next regular meeting of the Essex County Social Services Board will be held Thursday, May 19, 2022 at 9:00 a.m.

Location: Essex County Department of Social Services.



Secretary



Chairman