

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

**Main Street Centre
12 Floor South
600 E. Main Street
Richmond, Virginia 23219**

**December 11, 2013
9:00 A.M.**

Attendees: Mr. Robert Spadaccini, Sr., (Chair), Mr. Willie Greene (Vice Chair), Dr. Jack Knapp, Ms. Heidi Metcalf-Little, Reverend Ray Johnson, Ms. Lisa Robertson, Mr. William Henderson, Dr. Danny Avula, and Ms. Josie Webster.

Absent: Mr. Thomas Atwood, Mr. Darryl Jordon

Also in Attendance: Commissioner Margaret Ross Schultze, Senior Assistant Attorney General Allen Wilson

Meeting called to order at 9:00am – Mr. Spadaccini, Sr., Chair
Mr. Spadaccini welcomed Board members, Commissioner Schultze and other guests. He invited Ms. Karin Clark, Regulatory Coordinator, to review the agenda.

Comments from Commissioner of Social Services - Commissioner Margaret Ross Schultze welcomed Board members and guests. She reviewed major DSS accomplishments in 2013.

Division of Licensing Overview – Ms. Lynne Williams, Director, Division of Licensing Programs

Ms. Williams provided an overview of her division. The presentation encompassed statistics including field office logistics and number of offices, general information such as service capacity of licensed or otherwise regulated facilities, etc. Also reviewed were program responsibilities, staff responsibilities, phases in the licensing process, program advancements, and continuous quality improvement. She answered questions from Board members.

Appeals and Fair Hearings – Mr. Jack Frazier, Acting Deputy Commissioner for Operations/Director, Division of Community & Volunteer Services

Mr. Frazier provided a presentation on appeals & fair hearings, covering how the appeals process works pertaining to benefits, services and child support enforcement. Mr. Frazier answered questions from Board members.

Child Fatality Review Teams Update - Ms. Rita Katzman, Manager, Child Protective Services Program

Ms. Katzman welcomed Board members and updated them on action plans and initiatives of the regional Child Fatality Review teams.

COMMENT PERIOD

Comment from the Public

Mr. Harold and Mrs. Denise Charity

Mr. Charity addressed the Board regarding his being denied the ability to become a foster/adoptive parent because of a barrier crime on his background check results. Mr. Spadaccini commended Mr. Charity for his interest in becoming a foster/adoptive parent, and explained that the background check criteria are in statute rather than regulation. Mr. Charity indicated he had contacted his state representative, Senator McEachin, regarding possible 2014 legislation. Reverend Johnson asked if it would be possible for the Board to send a letter of support for exploring the issue to Senator McEachin. ***On Motion Dually Made*** (Reverend Johnson), seconded (Ms. Webster), moved to send a letter of support to Senator McEachin, with all in favor.

Ms. Rosemary Burton, Vice President of Education, Minnieland Private School

Ms. Burton provided a progress report on the status of the child care swipe card machines and payment difficulties in the various Minnieland centers. She requested the Board's assistance in resolving these issues with the Department.

Ms. Donna Goff, Director, Starling International Child Care Center

Ms. Goff expressed concerns regarding the new automated system for child care subsidy. She expressed that it has put them at a financial disadvantage caused issues such as security breaches and lack of accountability. She also requested the Board's assistance in resolving these problems.

Comment from Local Boards and Directors of Social Services

Ms. Catherine Pemberton, Director, Powhatan County DSS

Ms. Pemberton described a recent incident involving a mentally ill young woman in her locality, and the community's efforts to assist her with very few resources available.

Comment from the Virginia League of Social Service Executives

Mr. Carl Ayers, President

Mr. Ayers gave an overview of the League for the newer members. He discussed challenges associated with VaCMS implementation, staffing and budget. He noted partnerships over the past year with DSS, including family engagement and work participation. Mr. Ayers also indicated the League's support for action item #2 on the meeting agenda and regulatory changes to SNAP currently in process.

Comments from Boards and Directors of Community Action Agencies

Ms. Ashley Fallen, Director, Volunteers for Communities

Ms. Fallen explained how Volunteers for Communities works and the benefits to communities. Volunteers for Communities have had 1,800 students to participate in the past 3 years. Although

the communities that they serve are rural areas in Maryland, Delaware, Pennsylvania, North Carolina and Virginia, Volunteers for Communities would like to expand to as far away as Florida.

Comment from the Virginia Community Action Partnership

Mr. Jim Schuyler, Director

Mr. Schuyler briefed the Board on what appeared to be a budget agreement in Washington and the potential impact on VACAP. He and Fran Inge developed a work plan for a new task force to look at data use and analysis by community action agencies. An electronic survey is under development. Mr. Schuyler noted he was asked to serve on the incoming Governor's transition work group.

Resolution Commending Powhatan DSS

Ms. Metcalf Little read the resolution, followed by formal presentation to Ms. Pemberton.

Regulatory Update- Ms. Karin Clark

ACTION ITEMS

1. Approve October, 2013 Meeting Minutes

On Motion Dually Made (Dr. Knapp), seconded (Ms. Metcalf Little), moved to approve the October, 2013 meeting minutes as amended, with all in favor.

2. Administrative/Human Resource Manual for LDSS – Merge Chapter 3 into Chapter 4, Realign Chapter 1B

On Motion Dually Made (Ms. Little), seconded (Dr. Knapp), to approve new proposed policy, with all in favor.

3. 22 VAC 15-51, Background Checks for Licensed Child Day Centers – Repeal

On Motion Dually Made (Ms. Webster), seconded (Ms. Robertson), approved repeal of the regulation that the Child Day Care Council had set forth, with all in favor.

4. 22 VAC 40-705, Child Protective Services – Proposed

On Motion Dually Made (Ms. Robertson), seconded (Mr. Henderson), to approve the proposed regulation, with all in favor.

5. 22 VAC 40-880, Child Support Enforcement Program – Final

On Motion Dually Made (Dr. Knapp), seconded (Ms. Metcalf Little), to approve the final regulation, with all in favor.

6. 22 VAC 40-120, Minimum Standards for Licensed Family Day Care Systems – Withdraw

On Motion Dually Made (Dr. Knapp), seconded (Mr. Henderson), to approve withdrawal of this action, with all in favor.

7. 22 VAC 40-181, Voluntary Registration of Family Day Homes –Withdraw

On Motion Dually Made (Ms. Metcalf Little), seconded (Ms. Robertson), to approve withdrawal of this action, with all in favor.

Child Fatality Team Update

Mr. Henderson updated the Board on the December 10, 2013 Child Fatality Committee meeting. It was noted that Dr. Powell provided an excellent presentation on the State Fatality Review Team for the committee, and DSS was asked to invite Dr. Powell to a future meeting to provide the same presentation.

Board Member Comments:

Ms. Webster appreciated the knowledge shared at the meeting.

Dr. Avula noted it was his first meeting and a great introduction.

Mr. Henderson indicated it was good to have a full Board again, and thanked Commissioner Schultze and staff for arranging meeting logistics.

Ms. Robertson welcomed Dr. Avula to the Board. She appreciated the one day meeting as an efficient use of time for all concerned.

Mr. Greene felt the presentation on appeals and hearings was beneficial, and noted improvements made in this area.

Dr. Knapp thanked Ms. Katzman for the information she shared regarding CPS and fatalities.

Ms. Metcalf Little noted the many families in our communities in need of support and her appreciation for those who work with them. She encouraged the Board to think about these families as holidays approached.

Reverend Johnson indicated that his work has kept him from attending recent meetings and that he was pleased about the Virginia Adopts campaign results.

Mr. Spadaccini stated that he had inquired about pins for the new members and they will be mailed directly to them. He reiterated the decision to send a letter to Senator McEachin in response to public comment and also indicated he would draft a letter thanking the regional child fatality teams. The February 2014 meeting will be held DSS Home Office in Richmond.

Meeting Adjourned at 3:37 p.m.