

Minutes
State Board of Social Services
Central Office VDSS
February 20, 2002

Members Present

Phillip Jones
Shirley Rogers
Holly Korte
Jean Cobbs
Rufus Adkins
Shelley Sabo
Robert Spadaccini
Debra Andrews

Absent

Carol Ann Coryell

The meeting was called to order at 9:07 a.m. with Phillip Jones presiding. Jane Clements, Central Regional Director provided welcome and introductions of local agency directors.

Regulation Review

Following an introduction of his assistant, Phyllis Dalton, Richard Martin advised the department has 89 regulations in place.

59 of the 89 are currently in process:

- 31 are in the process of being repealed
- 17 are in the process of being amended
- 11 are in the periodic process
- 9 additional new regulations are in the process of being promulgated

Totals 98 regulations and proposed regulations

Three handouts were provided to members: Status of Regulations as of February 19; Legislation of Concern to DSS; and Legislation Carry Over Report.

Mr. Martin advised 94 bills/resolutions are being tracked. Of these, 33 have been defeated and 13 have been delayed or carried over. He stated he foresees no problems with the 48 remaining.

Minutes
February 20, 2002
Page 2

22 VAC 40-880-10 Child Support Enforcement Program

Mr. Martin advised the amended regulation implements recent state and federal legislative changes.

Discussion:

Mr. Spadaccini advised passport denial was not stated in this regulation. Mr. Martin and Mr. Brownfield advised this is a federal action and therefore the state has no discretion on regulating.

Mr. Brownfield further stated that CSE sends an electronic tape to the feds advising once a responsible parent is \$5,000 in arrears.

ON MOTION DULY MADE (Mr. Spadaccini) and seconded (Ms. Rogers) moved to approve the final regulatory package for regulation 22 VAC 40-880-10, entitled Child Support Enforcement Program for publication in the Virginia Register. Motion carried with all in favor.

22 VAC 40-705-10 Child Protective Services

Mr. Martin advised this regulatory action would amend the regulation providing for the statewide implementation of the Differential Response System of Child Protective Services.

Discussion:

Mr. Adkins questioned why individual protocol listings for reporting child fatalities was not listed in regulation.

Ms. Cathleen Newbanks advised the Board was requested to approve procedures and list in policy rather than in regulation. A copy of the recent child fatality report by regions was provided to members.

Mr. Adkins was once again concerned there were a large number of fatalities in the Eastern Region involving African-Americans. He stated he felt uncomfortable passing a regulation when an investigation plan for visiting the projects and speaking with imprisoned perpetrators was not in place.

Ms. Newbanks advised she is developing procedures, with Board assistance and approval, and plans to visit these areas.

Members questioned whether a final draft report had been disseminated from the Child Fatality Review Team headed by the Office of the Attorney General. Acting Commissioner Goodwin advised he had not seen the final report but would ensure members receive a copy.

Much discussion followed on how to report fatalities to the Board. The final decision was to ensure the report has columns for prior DSS involvement, Gender, Race, Paramour information, locality, Date, and Type of Abuse. Members also requested a copy of the Medical Examiner and Attorney General Reports. Ms. Newbank will make the appropriate changes and bring back for review and another vote later this day.

After reviewing changes made to pages 10-13 of this regulation, it was decided to delete the word "statewide" and use "prior knowledge" on page 12 - #4. Members decided to leave F1 and F2 as previously stated in the regulation and amended Class 6 felony wording.

ON MOTION DULY MADE (Ms. Korte) and seconded (Ms. Rogers) moved to approve regulation 22 VAC 40-705-10 entitled Child Protective Services with changes to use "prior knowledge" on page 12 -#4; leave F1 and F2 as originally stated and amend Class 6 to a felony. With no one opposing, motion carried with all in favor.

Mr. Martin reported the Letter of Assurance from the Office of the Attorney General had not been received as yet and asked the Board's permission to make technical non-substantive changes prior to publication.

Discussion:

Mr. Adkins confirmed these would be technical non-substantive changes and any other changes would come before the Board.

ON MOTION DULY MADE (Ms. Korte) and seconded (Ms. Andrews) moved to permit Mr. Martin to make technical non-substantive changes to this regulation prior to publication. With no one opposing, motion carried with all in favor.

ON MOTION DULY MADE (Mr. Adkins) and seconded (Ms. Sabo) moved to have the department begin drafting a policy on fatality review that would be presented for discussion at the April Board meeting. Motion carried with all in favor.

Al Wilson, Attorney General representative, will review confidentiality as listed in CODE and report on it at the April Board Meeting.

Minutes
February 20, 2002
Page 4

Mr. Jones read the following letter into the Minutes:
RE: Child Fatalities

Dear Mr. Jones

The prevention of child fatalities should be the top priority for every worker and administrator in the human services field. Despite our best efforts, thirty-six children died from abuse or neglect last year. The League Family and Children's Services Committee has established a subcommittee that is looking at these critical issues.

Our current goals are to collect and analyze the existing studies and data regarding child fatalities so that a list of high-risk+ indicators can be developed. Another goal is to look at "best practice" models that could be used by agencies as a part of an intensive multi-disciplinary intervention, when a case has been identified as "high risk".

When this work is completed the information will be compiled into a booklet that will be made available to each agency. We feel that the need for a focused intervention in high risk cases is even more important than ever since social services is in the process of implementing differential response and facing major budget reductions.

We need your assistance to achieve these goals. It would be helpful to review (in a non-case specific format) the information you have obtained through your study of child fatalities, and to work with you to develop a best practice model.

Sincerely,
Tom Casteel
Assistant Director
Washington County DSS

Chairman Jones complimented Mr. Casteel and others involved in this project.

22 VAC 40-910-10 General Provisions for Maintaining and Disclosing Confidential Information of Public Assistance and Social Services Records

Mr. Martin advised this regulation would establish an emergency regulation to implement the provisions of Chapter 518, 2001 Acts of Assembly. It establishes provisions for maintaining and disclosing confidential public assistance and social services information.

(Revision pages handed out to members)

ON MOTION DULY MADE (Mr. Spadaccini) and seconded (Ms. Sabo) moved to approve 22 VAC 40-910-10 entitled General Provisions for Maintaining and Disclosing Confidential Information of Public Assistance and Social Services Records-Emergency. Motion carried with all in favor.

22 VAC 40-910-10 General Provisions for Maintaining and Disclosing Confidential Information of Public Assistance and Social Services Records-NOIRA

ON MOTION DULY MADE (Ms. Sabo) and seconded (Ms. Rogers) moved to approve the Notice of Intended Regulation Action package for publication in the Virginia Register. Motion carried with all in favor.

22 VAC 40-680-10 Virginia Energy Assistance Program

Mr. Martin advised this action would amend the regulation to establish a cooling assistance component to the Virginia Energy Assistance Program. The amendments will allow the adjustment of the maximum income limit, not to exceed the maximum allowed by federal law, and requires participation by all local agencies.

Discussion:

Mr. Spadaccini questioned the number of responses to the survey sent to local agencies. Patricia Snead verified that all agencies had been surveyed with a significant response.

Mr. Spadaccini confirmed and requested it be listed in the Minutes that no public comment had been received from local agencies even though this regulation would have monetary effects on them.

Mr. Adkins asked for a report (listed by regions/local departments) on how many took advantage of this program.

ON MOTION DULY MADE (Mr. Spadaccini) and seconded (Ms. Andrews) moved to approve the proposed regulatory package 22 VAC 40-680-10, entitled Virginia Energy Assistance Program for publication in the Virginia Register and approve the fiscal impact analysis for distribution to local boards of social services. Motion carried with all in favor.

Minutes
February 20, 2002
Page 6

Resolutions

VA Alliance of Social Workers Resolution

WHEREAS, Social Work and Employment Services Workers in local Departments of Social Services in Virginia provide strength based, family focused services to families in the Commonwealth; and

WHEREAS, Virginia continues to see unprecedented changes in service programs as they become more intensive and complex in nature and local Social Work and Employment Service Workers are called upon to be knowledgeable in all areas of Social Work practice; and

WHEREAS, Virginia's 2500 local Social Work and Employment Services Workers have been in the forefront of public efforts to meet the needs of all Virginians to maintain families, to create permanency for children, to protect aged and disabled adults and to protect children; and,

WHEREAS, local Social Workers must assist diverse populations and provide supportive interventions to adults and families in various situations to include: enrolling new persons in VIEW Service programs, investigating complaints of Adult Abuse and Neglect, arranging for adults Companion/Homemaker services, conducting Medicaid Preadmission screenings, conducting Assisted Living Facility Assessments, providing Foster Care services, investigating Child Protective Services Referrals, completing Adoptions, and arranging for Child Care Services.

NOW, THEREFORE, BE IT RESOLVED, the State Board of Social Services does hereby commend all Social Work and Employment Service Workers in local Departments of Social Services across the Commonwealth for a job well done and recognizes the month of March 2002 as Social Work Month; calling upon Virginians to join in acknowledging their public service and contributions this 20th day of February, 2002.

Phillip Jones
Chairman

ON MOTION DULY MADE (Mr. Spadaccini) and seconded (Ms. Rogers) moved to recognize the month of March 2002 as Social Work Month. Motion carried with all in favor.

POSSESS Resolution

WHEREAS, Social Services Office Services Support Employees in Virginia promote interoffice efficiency, productivity, and continually provide coordination and support in all areas of Administration, Eligibility and Social Work; and

WHEREAS, Office Services Support Employees in Social Services consistently demonstrate the spirit of cooperation, the partnership and teamwork necessary to work together for the common good of serving the diverse population of Virginians in need; and

WHEREAS, as an integral part of Social Services, office services support employees are the initial contact for the families in Virginia requesting services, utilizing all major systems to effectively provide valuable assistance to their employers, customers, and all the people of Virginia; and

WHEREAS, Office Services Support Employees in Social Services have proven to be a vital component in the technical progress in the use of automation in Social Services; providing technical assistance, support and advice to users; planning, coordinating and implementing the organization's information security; and

WHEREAS, Office Services Support Employees in Social Services perform their duties admirably with diplomacy and dedication, providing stability and demonstrating a high level of performance and caring in executing policies and procedures under complex circumstances; and

WHEREAS, Office Services Support Employees in Social Services continually meet the challenges of a constantly changing environment in all areas of Social Services, ensuring job functions are handled in an accurate and timely manner.

NOW, THEREFORE, BE IT RESOLVED, the State Board of Social Services does hereby commend all office services support employees in Social Services across the Commonwealth of Virginia for a job well done and recognizes the week of April 22 – 26, 2002 as Office Services Support Employee Appreciation Week, calling upon all Virginians to join in acknowledging their public service and contributions this 20th day of February, 2000.

Phillip Jones
Chairman

Minutes
February 20, 2002
Page 8

ON MOTION DULY MADE (Ms. Rogers) and seconded (Mr. Spadaccini) moved to approve the Resolution recognizing April 22-26, 2002 as Office Services Support Employee Appreciation Week. Motion carried with all in favor.

Minutes

ON MOTION DULY MADE (Mr. Spadaccini) and seconded (Mr. Adkins) moved to approve the January 2002 minutes as presented. Motion carried with all in favor.

Mr. Spadaccini thanked Ms. Rengnerth for her diligence and professionalism in recording Board minutes.

Future Meetings

April 17-18 (with 19th used for Board work session)
Wayside Inn-Middletown

June 19-20
Piedmont Region
Martinsville

August 14-15
Eastern Region
Chincoteague

October 16-17
Western Region
Abingdon

December 18-19
Central
Williamsburg

Old Business

Mr. Adkins advised the department is not auditing deviating local agencies, as they are required. Acting Commissioner Goodwin will research this and advise at the April meeting.

Mr. Adkins was concerned that it appears some state agencies are receiving the “lions share” of contracts and leaving other agencies without. It was decided a letter would be send to Acting Commissioner Goodwin requesting that he review this matter and ensure contracts are being fairly offered.

Minutes
February 20, 2002
Page 9

New Business
None

Public Comment
None

Committee Reports
Child Support Enforcement

Mr. Spadaccini reported that total collections for SFY 2001 was \$436.0 million dollars. SFY2002 projected collections total \$487.0 million dollars. This is a 11.6% increase.

Staff productivity (state-run office collections divided by the (MEL) maximum employment level remains high. In January 2002, collections per field staff MEL were \$44,663 for the month and \$303,121 for the seven months cumulatively.

Notable Lump Sums

Hassan Ali-Fairfax, collected \$57,283

Shirley Kalvig-Fairfax, collected \$17,289

Ken Anthony and Donna Smith-Roanoke, collected \$34,701

Janice Gwin, Lisa Bailey, and special counsels Charlotte Purkey and Vivian Brown collaborated to collect \$22,358.

Tony Nelson and Vicki Creed-Roanoke, collaborated to collect \$17,266.

Kathy Nicholson-Danville, collected \$14,000.

Aimee Dennis and Nancy Good collaborated to collect \$10,100.

Members commended Nick Young and his staff on a job well done.

Finance Committee

Mr. Adkins advised he had met with David Mitchell the previous day. Mr. Mitchell was asked to attend the June Board meeting and provide members with an update on the department's budget. Minutes from this meeting are forthcoming.

Mr. Jones reviewed the subcommittee listing and made the following changes:
Child Protective Services – No subcommittee needed. Should be to the attention of all members.

Day Care- No subcommittee needed. Should be to the attention of all members.

Child Support Enforcement—Lead only required. Mr. Spadaccini to serve.

Adult Care- Lead only required. Ms. Sabo to serve.

Minutes
February 20, 2002
Page 10

Welfare Reform: Debra Andrews to Chair. Members to include Mr. Spadaccini, Ms. Rogers, and Mr. Adkins.

Coalfield Project—Ms. Rogers to serve as liaison.

Child Day Care Council- Mr. Adkins to serve as liaison.

Finance/Budget – Mr. Adkins to continue as Chair. Members include Ms. Sabo, Mr. Spadaccini, and Ms. Rogers.

Commissioner's Report

DSS is conversing with stakeholders and local staff on Welfare Reform redesign as waivers may not be approved. Robert Holsworth from VCU is facilitating the committee. Board members will be invited to future meetings and were encouraged to attend.

Mr. Goodwin also mentioned the concept for a Welfare Reform Summit this spring.

Members thanked Mr. Goodwin on a job well done.

Board Member Comments

Mr. Spadaccini mentioned an email from Barbara Bryan on “throw away children”. Mr. Martin and Mr. Goodwin advised this is not an issue for Virginia and therefore isn't tracked.

Mr. Adkins provided a handout on Virginia's Uninsured Medical Catastrophe Fund Day April 7, 2002. Posters will be provided by Sarah Terry (via Ms. Andrews) to be placed in Theatre Row.

Chairman Jones thanked the Commissioner for his attendance.

Chairman Jones announced there would not be a meeting on Thursday since business was concluded on Wednesday.

Meeting adjourned at 2:00 p.m.