

**City of Fredericksburg Department of Social Services  
Board of Directors Meeting  
Meeting Minutes- February 2, 2023, 4:00 p.m.  
DSS Conference Room-608 Jackson Street 100, Fredericksburg, VA 22401**

Present for the Meeting: Christen Gallik-Director, Beth Girone – Assistant Director, Bea Paolucci – Chair, Tim Duffy – Vice Chair, Christian Zammias, and Thomas Schiff,  
Absent from the meeting - Cathryn Lloyd (notified Chair of conflict) Kisha Frye (no call/no show)

A. **Call to Order** – Meeting was called to order at 4:05 p.m. by Bea Paolucci, Chair, and a quorum was established.

B. **Approval of Minutes**

December 8, 2022                      Move: Christian Zammias                      Second: Tim Duffy                      Status: All in favor

C. **Director’s Report**

1. **DSS Financial Report** – The City of Fredericksburg DSS Financial Report for the period ending December 31, 2022, was presented by Ms. Gallik and reviewed by the Board.
2. **Director’s Management Report** – February 2, 2023

Ms. Gallik presented and discussed her management report. Items of note include:

- Ms. Gallik reported that the TANF/VIEW work requirement was reinstated on 1/1/23 and that participants have until 3/31/23 to comply. New applicants must comply immediately.
- Ms. Gallik reported that all SNAP emergency allotments will end on February 28, 2023. Recipients will first notice the absence of these benefits on March 16.

Personnel-Ms. Girone updated the board on personnel matters. There is currently only 1 vacancy – The Admin. Support Specialist III position. An in- house recruitment effort is in process.

D. **Old Business** – There was no old business to discuss.

**E. New Business**

- a. Legislative Update – Board members were provided a list of the Virginia League of Social Services Executives 2023 legislative priorities.
- b. Board Terms – Board members were provided an updated member list. Recruitment of new members was discussed.
- c. Board Attendance – The Board discussed and decided to continue to meet bi-monthly on the first Thursday at 4 p.m. since it was the best fit for a majority of the members. Ms. Gallik will review the applicable policies related to Board meeting attendance and any requirements of the number of Board members. Chairperson Paolucci will reach out to members Kisha Frye and Catharine Lloyd to talk about their ability to attend future meetings.
- d. Slate of Officers – the members voted on the following nominations to go into effect June 2023:  
Christian Zammas – Chairperson Tim Duffy – Vice Chairperson  
Tim Duffy made the motion. Bea Paolucci seconded. All were in favor.

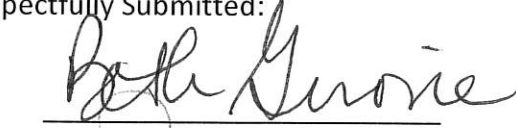
F. **Executive Session** – The Board did not go into Executive Session.

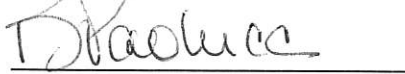
G. **Items for Consent/Approval** – there were no items for consent/approval.

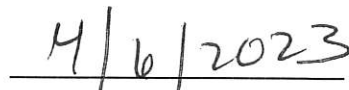
H. **Adjournment** – The meeting adjourned at 4:48 p.m.

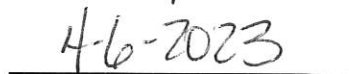
Next meeting will be on April 6, 2023 at 4:00 p.m. Please mark your calendars!

Respectfully Submitted:

  
Beth Girone, Assistant Director

  
Bea Paolucci, Chairperson

  
Date

  
Date