

Christen Gallik
Director of Social Services



City of Fredericksburg
Department of Social Services
Bass-Ellison Building
608 Jackson Street, Suite 100
Fredericksburg, VA 22401
Office: (540) 372-1032
Fax: (540) 372-1157

**City of Fredericksburg Department of Social Services
Board of Directors
Meeting Minutes – April 8, 2011**

Present for the meeting: Kathleen Anderson, Diane Clark, Christen Gallik, Beth Girone and Libby Wasem.

- I. Meeting called to order at 8:10 am.
- II. **Public Comment** – There was no public comment.
- III. The minutes of 3/11/11 could not be approved because there was not a quorum.
- IV. **Budget Report:** Christen Gallik reviewed the budget report. Items of interest were discussed. Please see narrative.
- V. **Director's Report:** Christen Gallik distributed the Director's Report. Items of interest were discussed. Highlights included: The agency participated in Active Shooter training in partnership with the Health Dept. and local SWAT officers. The training simulated what to do should a person enter the agency with a weapon and attempt to do harm. The agency was recognized as TOP performer in benefits program for the State by the Commissioner. Ms. Gallik talked about "Second Chances" the prisoner re-entry program and their new coordinator housed at King George DSS.
- VI. **Old Business:**
 - a. There was no old business to discuss.
- VII. **New Business:**
 - a. Child Care Cap for Adoption Subsidy cases – Ms. Girone shared a new child care cap policy with Board Members. This new policy still allows for adoptive parents to receive funds for child care, but if approved by the Board, reimbursements would not exceed the current DSS Maximum Reimbursable Rate. Due to a lack of a quorum, this item was tabled until further discussion and a vote could take place.
 - b. Proxy Policy – A proxy policy was discussed to address the need for business to be conducted when Board members are not able to attend the regular meetings. Those present asked that a policy be brought for discussion by the next meeting.
 - c. By Laws – Ms. Gallik discussed the need for by-laws with the Board. She stated she has not been able to determine where the originals have been kept. Ms. Gallik will continue to gather information from other localities as to what they use and share this information at the next meeting.
- VIII. **Executive Session:** The Board did not go into Executive Session.
- IX. **Items for Consent:** There were no items for the consent agenda.
- X. **Items for Approval:** There were no items for approval.

Next Meeting Schedule: The next meeting will be May 13, 2011 at 8 am.

With no other business to discuss, the meeting adjourned at 9:10 am.

Respectfully Submitted:

Beth Girone Date 5/13/11
Beth Girone, Assistant Director

Diane Clark Date May 13, 2011
Diane Clark, Chair

APPROVED