

Christen Gallik
Director of Social Services



City of Fredericksburg
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**City of Fredericksburg Department of Social Services
Board of Directors
Meeting Minutes – September 14, 2012**

Present for the meeting: Florence Bailey, Christen Gallik, Beth Girone, Angel Gooch-Tankersley, Zach Hatcher, and Bea Paolucci

- I. Meeting called to order at 8:03 am.
- II. Public Comment – There was no Public Comment.
- III. The minutes from the July 13, 2012 and August 10, 2012 were both voted on for approval and passed unanimously.
- IV. **Budget Report:** Ms. Gallik discussed the budget report. She reported that at 2 months into the fiscal year, we are on track as far as expenditures go. Reimbursement rates are also where they should be at this time in the budget year.
- V. **Director's Report:** Ms. Gallik informed the Board of various trainings and meetings she has attended. She updated the board on the planning for the financial academy and stated that currently we are in the process of working with Germanna Community College to secure space. We were successful in filling our personnel vacancies and have 2 new people that began on September 4, 2012. Florence Martus, a former volunteer, started as the new part-time eligibility worker and Rosemary Coletti, filled the Senior Social Worker position. On the 17th, Jamie Divelbiss will join our staff as the new Eligibility Worker. We are happy to have these new folks on board. Ms. Gallik also provided hand outs on some data specific for our agency that will now be shared quarterly with the Board. It was suggested that the number of prior referrals be added to the data list under CPS information and also suggested that the dates be added to the charts.
- VI. **Old Business:** An update on the launch of CommonHelp was given. Two computers will be placed in the lobby of the building for customers to use to not only apply for benefits online, but also be able to check the status of their benefits and have access to other DSS programs and initiatives. Ms. Gallik stated she sent out a letter to community partners that provided information about CommonHelp so they can educate their clients and also use the CommonHelp website from their various locations.
- VII. **New Business:** There was no New Business to discuss.
- VIII. **Executive Session: Executive Session:** *WHEREAS*, the Social Services Board desires to discuss in Executive Session matters relating to confidential personnel issues; and *WHEREAS*, pursuant to Section 2.2-3711 VA Code such discussions may occur in Executive Session; **NOW THEREFORE, BE IT RESOLVED** that the Social Services Board does hereby authorize discussion of the afore-stated matter in Executive Session:

Call for the motion to move into Executive Session:

Motion was made by Kathy Anderson and seconded by Angel Gooch-Tankersley that the meeting move into Executive Session at 8:42 a.m. to protect the privacy of individuals involved in personnel matters not related to public business. Motion passed.

CERTIFICATION:

WHEREAS, the Social Services Board has this day adjourned into Executive Session in accordance with a formal vote of the Board in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, the Freedom of Information Act requires certification that such Executive Session was conducted in the conformity with the law;

NOW, THEREFORE BE IT RESOLVED that the City of Fredericksburg Social Services Board does hereby certify that to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed in the Executive Session to which this certification applies, and (ii) only such public business matters as were identified in the Motion by which said Executive Session was convened were heard, discussed or considered by the Board. No matter dissents from the afore-stated certification.

Call for the motion to move out of Executive Session:

Motion made by Bea Paolucci and seconded by Zach Hatcher to move out of Executive Session at 9:04 a.m. Motion passed.

IX. **Items for Consent:** There were no items for consent.

X. **Items for Approval:** No items for approval.

Next Meeting Schedule: The next meeting will be **Friday, October 12 at 8:00 a.m.**

With no other business to discuss, the meeting adjourned at 9:15 am.

Respectfully Submitted:

 Date 10/12/12

Beth Girone, Assistant Director

 Date 10/12/12

Angel Gooch-Tankersley, Vice-Chair

APPROVED