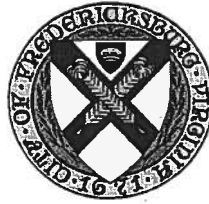


Christen Gallik  
Director of Social Services



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**City of Fredericksburg Department of Social Services  
Board of Directors  
Meeting Minutes – October 12, 2012**

Present for the meeting: Kathleen Anderson, Florence Bailey, Christen Gallik, Beth Girone, Zach Hatcher, Bea Paolucci, and Libby Wasem

- I. Meeting called to order at 8:04 am.
- II. Public Comment – There was no Public Comment.
- III. Bea Paolucci made a motion to approve the minutes from the September 14, 2012 meeting. Zach Hatcher seconded. All were in favor.
- IV. **Budget Report:** Ms. Gallik discussed the budget report. She reported that at 3 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 and those that are upcoming. Ms. Gallik shared information with Board Members regarding the "Safe Sleeping Campaign" that our agency is promoting. Shannon Hartung, CPS/APS Supervisor is leading the effort in hopes of educating the public about the dangers of co-sleeping. Ms. Hartung serves on the Northern Region's Child Fatality Board, a group that reviews child fatalities in an effort to prevent further deaths. Suffocation is the leading cause of death in infants in Virginia. Our agency is also giving away "pack-n-plays" (portable cribs) to clients who, when questioned by their worker, state that their infant is sleeping in the bed with them. We hope to also get coverage in the Free Lance Star for this important message to area residents.
- 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. We are now waiting on the arrival of the student desks that will be used to create computer stations. Bookmarks and pens have been printed to hand out to clients to increase awareness of this new service to clients. It is hoped that the addition of CommonHelp will eventually decrease our lobby traffic and provide better service (less wait time and faster service) overall to our customers.
- VII. **New Business:** The need to re-schedule our November Board meeting was discussed. Both Ms. Gallik and Ms. Girone will be attending the Virginia League of Social Services Executives (VLSSE) conference in Staunton on that Friday, November 9<sup>th</sup>. The Board decided on November 16<sup>th</sup> at 8 a.m. as the date for the November meeting.
- 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 Bea Paolucci that the meeting move into Executive Session at 8:18 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 Kathy Anderson to move out of Executive Session at 8:35 a.m. Motion passed.

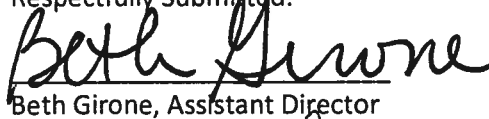
IX. **Items for Consent:** There were no items for consent.

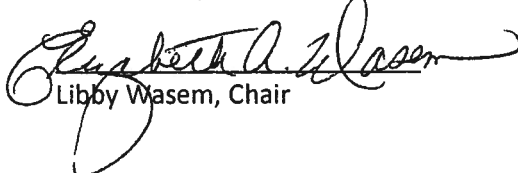
X. **Items for Approval:** No items for approval.

Next Meeting Schedule: The next meeting will be **Friday, November 16 at 8:00 a.m.**

With no other business to discuss, the meeting adjourned at 8:38 am.

Respectfully Submitted:

 Date 11/16/13  
Beth Girone, Assistant Director

 Date 11-16-2013  
Libby Wasem, Chair

**APPROVED**