

Christen Gallik  
Director of Social Services



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## City of Fredericksburg Department of Social Services Board of Directors Meeting Minutes – February 8, 2013

Present for the meeting: Kathleen Anderson, Florence Bailey, Christen Gallik, Beth Girone, Bea Paolucci, Angel Gooch-Tankersley and Libby Wasem

- I. Meeting called to order at 8:07 am.
- II. **Public Comment:** There was no Public Comment.
- III. **Approval of Minutes:** Bea Paolucci made a motion to approve the minutes of December 14, 2012, Florence Bailey seconded. All were in favor. Bea Paolucci also made a motion to approve the amended minutes from the November 16, 2012 meeting. Florence Bailey seconded. All were in favor.
- IV. **Budget Report: The budget was presented and discussed.**
- 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 Quality Service Review (QSR) that our department and Spotsylvania are currently in the process of. Ms. Girone explained that the QSR is system improvement tool being utilized by the State as part of a comprehensive quality assurance system in support of statewide Children's Services System Transformation efforts. In this case-specific (cases were randomly chosen by the State) qualitative review process, QSR assesses both the current status of the child and family as well as system performance reflecting practice and outcomes. Case workers are well into the 16 week process that will end the last week of February. During that week, a review team will be in our area conducting interviews with stakeholders in both the Spotsylvania cases and those cases chosen for our department. Once the review process is completed, a combined outcome data report will be presented in a community wide "Grand Round" event that will be held on Wednesday, March 6, from 10-noon at the Salem Fields Community Church. The Board was given a "draft" invitation to this event and can expect to receive one in an email shortly also.
- VI. **Old Business:** None.
- VII. **New Business:** Ms. Gallik shared a thank you card with the Board from the staff thanking them for their support with the staff holiday event. Ms. Gallik reminded the Board that it is time for her yearly evaluation. In the past, Ms. Gallik has completed the evaluation herself and then submitted it to the Board for their input. There was some discussion regarding this process. It was decided to continue to have Ms. Gallik complete the form and email it, along with calendar year 2011's, to the Board no later than Friday, February 15, 2013. The Board will then meet to discuss and finalize the evaluation on Friday, March 1, 2013 at 4:00 p.m. at City Hall in a room that Bea will reserve. Libby will be sending out an email with all the details once a room has been confirmed and Ms. Gallik's information has been received.
- VIII. **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 Bea Paolucci and seconded by Kathy Anderson to move the meeting into Executive Session at 8:47a.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 Kathy Anderson and seconded by Bea Paolucci to move out of Executive Session at 9:05 a.m. Motion passed.

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

X. **Items for Approval:** Ms. Wassem signed the Board document for our newest Services Team member, Jennifer Santiago. Jennifer was formerly an employee with the City’s Police Department and started working with our Child Protective Services team on January 28, 2013. In her role as the Domestic Violence Unit’s Detective with the Police Department, Jennifer was a part of our Child Advocacy Team and attended the Investigator training. We are fortunate that she comes to us not only already trained as a Forensic Investigator, but that she also is fluent in Spanish, filling a huge need on our Services Team.

XI. **Next Meeting Schedule:** The next meeting will be **Friday, March 8<sup>th</sup> at 8:00 a.m.**

With no other business to discuss, the meeting adjourned at 9:09 am.

Respectfully Submitted:

\_\_\_\_\_  
Beth Girone, Assistant Director

Date \_\_\_\_\_

\_\_\_\_\_  
Libby Wasem, Chair

Date \_\_\_\_\_