

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 – March 11, 2011**

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

- I. Meeting called to order at 8:07 am. Board members congratulated Beth Girone, Foster Care Supervisor, on being selected to fill the position of Assistant Director effective March 21, 2011.
- II. Public Comment – There was no public comment.
- III. Libby Wasem motioned, Florence Bailey seconded and the Board unanimously approved the minutes from the February 11, 2011 Board meeting.
- IV. **Budget Report:** Christen Gallik reviewed the budget report. Items of interest were discussed.
- V. **Director's Report:** Christen Gallik distributed the Director's Report. Items of interest were discussed. Highlights included: Staff members went on a Rappahannock Goodwill Industries tour and were impressed with all the organization has to offer our community and the clients we serve. The agency celebrated 3 adoptions; a sibling group of two boys ages 2 & 3 to one couple and a 7 year old boy to a single Dad.
- VI. **Old Business:**
  - a. The Strategic Plan – No Action was taken.
- VII. **New Business:**
  - a. Leadership Retreat Follow-up – Ms. Gallik shared information about the successful Leadership Retreat held on February 25, 2011. Leaders have already met again to follow up and begin the work on plans developed during the day long work session.
  - b. Staff Survey Results – Ms. Gallik shared staff survey results. Board member Florence Bailey asked if we could somehow capture responses from those who did not complete the survey. Ms. Gallik explained that since the survey was done anonymously, it would be difficult to determine who did not respond and reach out to them specifically. She added that we had an overall response rate of 67% and that the majority of the responses were positive. Feasibility of specific requests made by staff was discussed. Plans are to share the results of the survey with all of the employees at the next full staff meeting on April 20, 2011.
  - c. 2<sup>nd</sup> Quarter Performance Indicators – Ms. Gallik shared data for the agency's performance indicators from the second quarter. The Agency met and/or exceeded performance in the following areas: Monthly Foster Care Worker visits, Child Advocacy Center Utilization Rate, Temporary Assistance to Needy Families (TANF) Applications processed timely, Supplemental Nutrition Assistance Program (SNAP) Participation Rate and Virginia Initiative for Employment Not Welfare (VIEW) Employment Rate. The

Agency continues to review and improve on the following areas below target: 30% of approved Foster Families will be available to house teens and the percentage of CPS cases closed in a timely manner.

- VIII. **Executive Session:** The Board did not go into Executive Session.
- IX. **Items for Consent:** Two items on the consent agenda were approved.
- X. **Items for Approval:** Personnel forms were signed by Board Chair, Diane Clark.

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

With no other business to discuss, the meeting adjourned at 9:35 am.

Respectfully Submitted:

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

Diane Clark Date May 13, 2011  
Diane Clark, Chair

APPROVED