

Christen Gallik
Director of Social Services



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**City of Fredericksburg Department of Social Services
Board of Directors
Meeting Minutes – February 10, 2012**

Present for the meeting: Kathy Anderson, Florence Bailey, Diane Clark, Christen Gallik, Beth Girone, Angel Gooch, and Thomas Tomzak

- I. Meeting called to order at 8:06 am.
- II. Public Comment – There was no Public Comment.
- III. Mayor Tomzak motioned, Florence Bailey seconded and the Board unanimously approved the minutes from the January 13, 2012 Board meeting.
- IV. **Budget Report:** Christen Gallik distributed the budget report. It was noted that as of December 2011, we continue to maintain the 80/20 reimbursement rate. We will soon be accessing Pass-Thru dollars in both budget lines 853 and 854. Pass-Thru dollars require a higher local match rate, so this is something that is monitored closely. Both the Director and Asst. Director met with Amanda Leakey, City Budget Manager, to discuss the FY 2013 budget. In this meeting it was suggested that the new phone system needed be purchased out of this year's budget using salary savings due to vacancies. Mark Whitley asked our agency to make some revisions and those have been completed and submitted.
- V. **Director's Report:** Interviews for the Eligibility Worker position conducted by Ms. Gallik and Supervisor Robin Brooks and a candidate will hopefully be on staff soon. Ms. Gallik was asked to submit a concept paper to the Mary Washington Hospital Foundation for the Community Based Eligibility Worker program which is promising. She stated she reduced the hours for the program bringing the budget down to \$17,000 from \$25,000 in past submissions. Ms. Gallik explained that a site visit has been set up for Board Members of Mary Washington Healthcare's Community Service Fund to see program operations at MICAH for the current grant cycle. It is clear from the community partners' feedback, that there is a tremendous need for this program and that is a great resource to the clients it serves.
- VI. **Old Business:** Angel, as Vice Chair, was in agreement that the officers remain as they are until their terms expire. Board members agreed.
- VII. **New Business:** Director's Performance Evaluation – Ms. Gallik stated that she would provide the Board with her performance evaluation at the next Board meeting for them to discuss.
- 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 Thomas Tomzak and seconded by Kathy Anderson that the meeting move into Executive Session at 8:20 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:

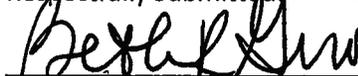
Motion made by Thomas Tomzak and seconded by Florence Bailey to move out of Executive Session at 8:26 a.m. Motion passed.

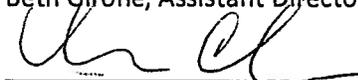
- IX. Items for Consent: There were no items for consent.
- X. Items for Approval: There were no items for approval.

Next Meeting Schedule: The next meeting will be Friday, March 9, 2012 at 8:00 a.m.

With no other business to discuss, the meeting adjourned at 8:30 am.

Respectfully Submitted:

 Date 3/9/2012
Beth Girone, Assistant Director

 Date March 9, 2012
Diane Clark, Chair

APPROVED