

Christen Gallik
Director of Social Services



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**City of Fredericksburg Department of Social Services
Board of Directors
Meeting Minutes – November 16, 2012**

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

- I. Meeting called to order at 8:03 am. Libby Wasem introduced her guest, intern Christina Dalton who was invited to sit in on the meeting and observe.
- II. Public Comment – There was no Public Comment.
- III. Bea Paolucci made a motion to approve the minutes from the October 12, 2012 meeting. Angel Gooch-Tankersley seconded. All were in favor.
- IV. **Budget Report:** Ms. Gallik discussed the budget report. Things are on target for the current year. The FY 2014 budget should be available for the Board to look over by December 3. A draft will be emailed to the Board with a deadline to respond with approval, questions, comments, etc. of December 6th. Ms. Gallik explained that the new pass thru rate recommended by the State will adversely impact the Department and she is working with State personnel on a resolution that will hopefully mitigate this impact.
- V. **Director's Report:** Attended the VLSSE conference last week. The business meeting was informative as well as the sessions and key note speaker. The phone system is scheduled to be installed the first week of December. CommonHelp kiosks will be installed today. We are planning to have an open house the Wednesday after everything is installed for our clients. Internal IRS review is complete. This review was scheduled mainly to check how we are handling customer confidentiality. Ms. Gallik reported that we passed with flying colors. We also did very well with the Title IV-E review. The State will have a Federal review in 2013, as a follow up to their Corrective Action Plan. We only had \$175 in non-correctable funds. Ms. Girone is overseeing the effort to continue to improve ways to better the process. The Board was reminded of their invite to the National Adoption Day event scheduled for November 17th.
- VI. **Old Business: No Old Business**
- VII. **New Business: No New Business**
- 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 Bea Paolucci and seconded by Angel Gooch-Tankersley that the meeting move into Executive Session at 8:19 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 Angel Gooch-Tankersley to move out of Executive Session at 8:38 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, December 14 at 8:00 a.m.**

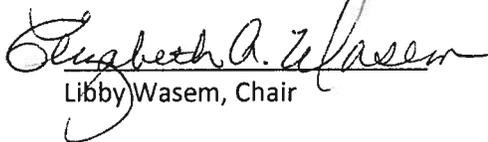
With no other business to discuss, the meeting adjourned at 8:39am.

Respectfully Submitted:



Beth Girone, Assistant Director

Date 2/8/13



Libby Wasem, Chair

Date 2/8/2013

APPROVED