

**City of Fredericksburg Department of Social Services  
Board of Directors Meeting  
Meeting Minutes – June 2, 2022  
DSS Conference Room – 608 Jackson Street, Suite 100, Fredericksburg, VA 22401**

Present for the meeting: Christen Gallik – Director, Beth Girone – Assistant Director, Tim Duffy – Vice Chair, Kisha Frye, Thom Schiff, Christian Zammas. Absent: Catharine Lloyd, Bea Paolucci - Chair

A. **Call to Order** – Tim Duffy, Vice Chair, called Meeting to order at 4:05 p.m. and a quorum was established.

B. **Approval of Board Meeting Minutes** for April 7, 2022.

Move: Christian Zammas

Second: Kisha Frye

Status: All in favor

C. **Director's Report**

1. **DSS Financial Report** – The City of Fredericksburg DSS Financial Report for the period ending April 2022, was presented by Ms. Gallik, Director, and discussed. Ms. Gallik provided a brief explanation of Cost Allocation to the Board.

2. **Director's Management Report – June 2, 2022**

Ms. Gallik presented and discussed her Management Report.

Ms. Girone, Assistant Director, updated the board on personnel vacancies. We currently have 2 positions posted as “open until filled”. These are the Benefit Programs Specialist Senior at the hospital and the Part-time Family Services Specialist In-Home worker. Family Services Specialist full-time interviews were completed recently and we are waiting on references for selected candidate. The full-time Administrative Support Specialist III position closes on June 10.

Ms. Girone reported that she continues to work closely with the City's Safety Coordinator, Michelle Ridell and that since January 2022, 10 employees have tested positive; 3 in May and 1 in June already.

Ms. Gallik reported that the public health emergency has been extended through July.

Ms. Gallik shared the Energy Assistance Program report for cooling.

Ms. Gallik gave the Board a summary of the Madonna House fire that happened in May. 78 residents were initially displaced. Currently there are 23 at the Clarion Hotel and 2 at the Best Western. Working now to make decisions on long-term plans because it will be 6-8 months

before some residents will be able to return. Because the Madonna House is a low income, over the age of 55 facility, there are limited options and none of them are ideal. Once the Clarion shuts down for total re-construction on June 9, 4-5 residents have nowhere to go. Gift cards are being collected and will be evenly handed out. Ms. Gallik, Jack McGovern, Battalion Chief, and Mike Jones, Fire Chief were all interviewed by the Free Lance Star.

D. **Old Business** – There was no old business to discuss.

1. Update/follow up on Adult Services – Liz Smith is working with the City’s Public Information Officer, Sonja Cantu on creating a flyer for Adult Services programs.
2. Employee Appreciation - End of summer cookout – Ms. Gallik asked the Board if they would like to “host” an end of summer cookout for the staff and all agreed. More information to follow.

E. **New Business** – There was no new business to discuss.

F. **Executive Session** – There was no need to go into Executive Session.

G. **Items for Consent/Approval** - There were no items for consent/approval.

H. **Adjournment** – The meeting adjourned at 4:45 p.m.


The next meeting is scheduled for August 4, at 4:00 p.m.

I. Respectfully Submitted:

  
Beth Girone – Assistant Director

  
Date

  
Tim Duffy – Vice Chair

  
Date