AGENDA

Advisory Board Winchester Department of Social Services
Thursday, March 27, 2014, 4p.m.
24 Baker Street, Winchester, VA 22601

Call to Order

Approval of Minutes
February 27, 2014

Announcements

Staff Report
Management Team Report

Board Activities
Public Relations

Old Business
Status of Member Recruitment
City of Winchester Strategic Plan Update
Winchester Social Service's Annual Report Final Copy

New Business
Child Abuse Prevention Month—April 2014
Safe Sleep

Date and Location of Next Meeting
April 24, 2014, 4pm, Winchester Social Services

Adjournment

Minutes

Winchester Department of Social Services
Advisory Board Meeting
Thursday, February 27, 2014

Members Present: Allyson Pate, Betty Curtis, Marie Imoh, Rex Marshall, Nathaniel Prezzy, Les Taylor
Members Absent:, Kathy Tagnesi, Tricia Stiles, Patrick Wingfield
Staff/Guests: Georjean Coco (WDSS Assistant Director), Jaimi Lineberg (WDSS Foster Care Coordinator), Nancy Valentine (WDSS Finance Director), Vicki Whitmore (WDSS Benefits Supervisor), Sarah Wingfield (WDSS Family Services Coordinator), Connie Greer (WDSS Fiscal Assistant)

RECAP OF BOARD VOTES:

Motions:	**Action:**	**Status:**
Motion to Adopt Minutes of January 23, 2014 Advisory Board Meeting	1st: Ms. Curtis 2nd: Mr. Prezzy	Approved Unanimously
Motion to Nominate Mr. Prezzy as Chair, and Ms. Stiles as Vice-Chair of the Winchester Social Services Advisory Board	1st: Ms. Curtis 2nd: Mr. Taylor	Approved Unanimously
Motion to adjourn Advisory Board Meeting	1st: Mr. Prezzy 2nd: Ms. Imoh	Approved Unanimously

Item	Discussion	Action
Call to Order/Approval of Minutes	• The meeting was called to order at 4:00 pm by Allyson Pate, Chair	• *Introductions of current members and guests.* • *Ms. Curtis motioned to approve the January 23, 2014 Meeting Minutes; Mr. Prezzy seconded the motion. The motion was approved unanimously.*
Announcements	• Winchester Citizens Insight Academy • The Social Services Department is currently hiring for four positions in the agency. • Medicaid conversion	• *Participants will visit WDSS on March 6; Board members are invited to attend* • *Staff is exerting tremendous effort to keep up with demands.* • *Automation of the Medicaid conversion has started; will be complete by March 2015*
Staff Report	• March is Family Services Worker Appreciation Month • WDSS has a couple of students taking family services internships within the	

Minutes

Winchester Department of Social Services
Advisory Board Meeting
Thursday, February 27, 2014

Item	Discussion	Action
	Agency • Crisis assistance is available through March 17th. • Motherhood/Fatherhood program is currently tabled due to lack of funding.	
Committee Reports	• PR Committee Report	• *None*
Old Business	• Appointments and Reappointments of Board Members • Nomination of Officers	• *There is one (1) pending vacancy on the Board. Ms. Pate is the next board member whose term expires March 31, 2014. Recommendations of qualified or interested City residents should be sent to City Council as soon as possible.* • *Ms. Curtis motioned to nominate Mr. Prezzy as Chair, and Ms. Stiles as Vice-Chair of the Winchester Social Services Advisory Board; Mr. Taylor seconded the motion. The motion was approved unanimously. Mr. Prezzy chaired the remainder of the meeting.*
New Business	• Annual Report • Winchester Strategic Plan Presentation	• *Ms. Coco reviewed the WDSS Annual report with the Advisory Board. Members asked a few questions; minor revisions were suggested. Ms. Pate was requested to write the "Letter to the Citizens of Winchester" presenting the report.* • *Rescheduled to March Advisory Board Meeting.*

DRAFT

Minutes

Winchester Department of Social Services
Advisory Board Meeting
Thursday, February 27, 2014

Item	Discussion	Action
Date and Location of Next Meeting/Adjournment	• **The next Social Service Advisory Board meeting will be Thursday, March 27, 2014, 4:00 pm in the DSS Board Room.**	• *Mr. Prezzy motioned to adjourn the meeting at 4:45 pm. Ms. Imoh seconded; the motion passed unanimously.*

_____ _____

Signature Date

Attachments:

1. Draft Winchester Department of Social Services FY2013 Annual Report

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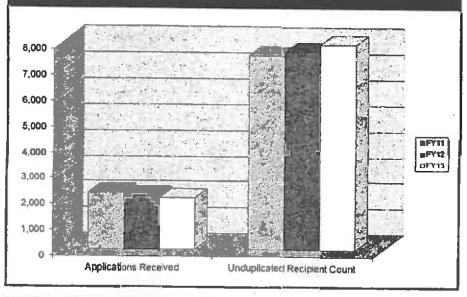
Supplemental Nutrition Assistance Program (SNAP)

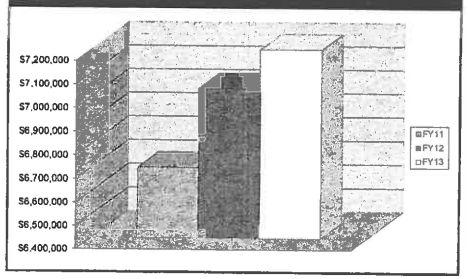
Supplements the food budgets of low-income households to help assure needy persons a nutritionally adequate diet. Eligibility is determined by financial need and household size. Benefits are issued through Electronic Benefit Transfer.

	FY11	FY12	FY13
Applications	2,154	2,063	1,965
Unduplicated Recipient Count	7,510	7,681	7,963
$ Issued	$6.7 M	$7.0M	$7.2M

SNAP Applications & Recipients



SNAP Total $ Issued



Child Protective Services (CPS)

Investigates reports of child abuse and neglect. Provides services to treat and prevent abuse and neglect.

	FY11	FY12	FY13
Intakes	622	601	598
Investigations	60	45	59
Founded Cases	22	11	28
Ongoing Cases	19	26	24
Family Assessments	229	206	237
Family Services Cases	19	61	23

- APRIL -
Child Abuse Prevention Month

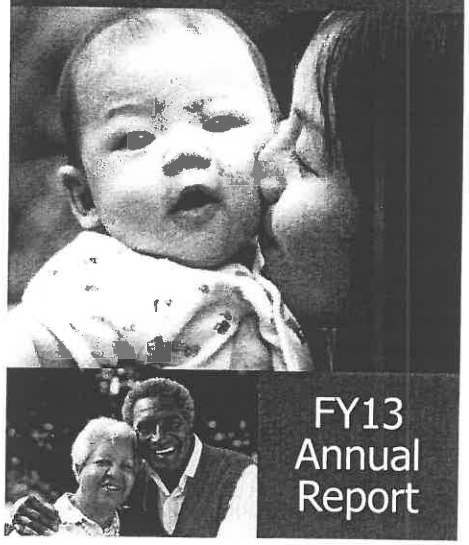
2013 DKAH

HIGHLIGHTS

- Implemented CommonHelp - a 24/7 web-based app that allows Virginians to: screen for eligibility and apply for social services, check the status of their benefits, report changes, and access help.
- Installed two customer portal stations in the Winchester Social Services lobby for client access to CommonHelp.
- Completed community outreach to educate, train and collaborate with community stakeholders on the Affordable Care Act and CommonHelp.
- Received a 96.6% satisfaction rating for the Family Team Meeting program from at risk children and their families.
- WDSS employees raised and distributed $400 in grocery gift cards to individuals and families who had applied for SNAP or were affected by a delay in receiving SNAP benefits.

Winchester Department of Social Services

Winchester Department of Social Services



FY13 Annual Report

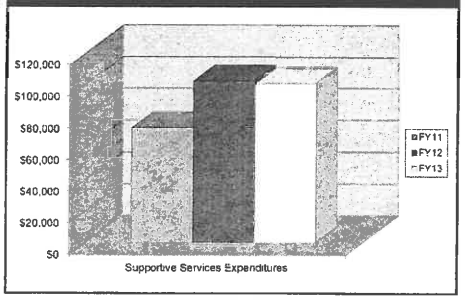
People helping people TRIUMPH over poverty, abuse, and neglect; to shape STRONG futures for themselves, their families and communities.

Virginia Initiative Employment Not Welfare (VIEW)

Offers employment-related activities, education, training and needed support services to TANF recipients while providing the opportunity to achieve economic independence, opportunities and work skills necessary for self-sufficiency.

	FY11	FY12	FY13
Individuals Referred	150	134	121
Total Enrolled	178	164	141
# Involved in Work Activity (% of total)	150 (84%)	144 (88%)	130 (92%)
# Employed (% of total)	102 (57%)	99 (60%)	81 (57%)
Average Hourly Wage	$8.04	$8.16	$8.68
Average Monthly Earnings	$1,013	$1,073	1,163
Supportive Services Expenditures	$91,390	$102,485	$100,609

VIEW Supportive Services $

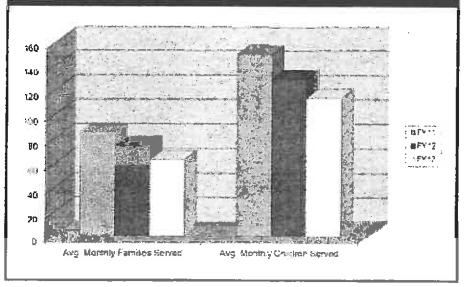


Child Care Services

Provides funding to enhance the quality, affordability, and supply of child care available to families. Child care programs are child-centered, family-focused services that support the family goals of economic self-sufficiency and child development by providing substitute parental care, protection, guidance and early childhood education.

	FY11	FY12	FY13
Families Served (Avg. Monthly)	86	75	64
Children Served (Avg. Monthly)	150	130	114
Total Childcare Subsidy Provided	$231,015	$379,260	$413,544

Child Care Average Served



Adoption Services

Provides services and registries to bring together children and families for permanent placements. Winchester Social Services supports several adoption initiatives and issues that include recruiting prospective families, conducting home studies, partnering with the media to feature waiting children, and offering financial assistance and other services that provide stability for adoptive families.

Provides services to children and families when circumstances require the child to be removed from their home. Foster Care provides a safe and stable environment for children and older youth until the issues that made placement outside the home necessary are resolved. When a child cannot return home, another home is found.

	FY11	FY12	FY13
Adoptions Completed	1	5	2
Adoption Subsidy & Special Needs Adoption (# people/$)	38/ $452,628	40/ $490,467	44/ $464,818
Children in Foster Care	33	25	22

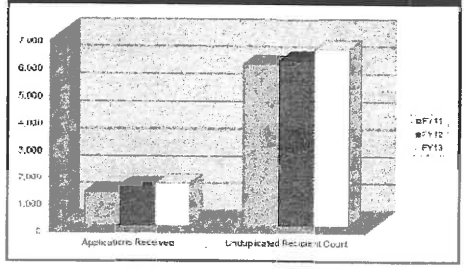
- MAY -
Foster Care Month

Medicaid DRAFT

Makes direct payments to health care service providers for eligible individuals and families who are unable to pay for needed medical services. Medicaid pays for a variety of medical services, including prescription drugs, doctor visits, nursing facility care and hospital care.

	FY11	FY12	FY13
Applications	1,237	1,479	1,564
Unduplicated Recipient Count	5,943	6,085	6,480
$ Issued	$22.7m	$24.4m	$24.6m

Medicaid Applications & Recipients



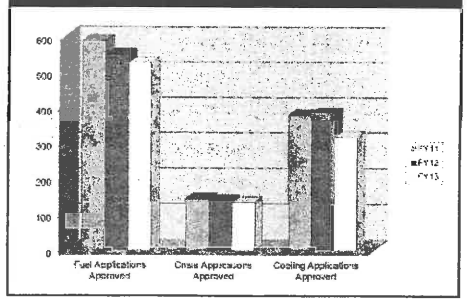
Medicaid Total $ Issued

Energy Assistance

Assists low-income households in meeting their immediate home energy needs. **Fuel Assistance** purchases home heating fuel; **Crisis Assistance** assists with an emergency heating need; and **Cooling Assistance** assists with payment to operate or repair/replace cooling equipment.

Applications	FY11	FY12	FY13
Fuel	588	550	527
Crisis	144	139	133
Cooling	379	384	317
Total Expenditures	$202,571	$238,113	$210,951

Energy Assistance Applications

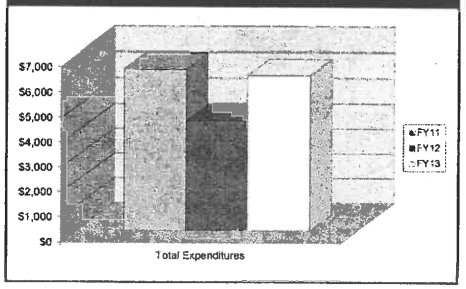


General Relief

Designed to provide emergency assistance that cannot be provided through other means (optional local program). In Winchester, this program provides burial assistance to families in need.

	FY11	FY12	FY13
Burials	11	14	11
Expenditures	$6,460	$4,417	$6,215

General Relief Expenditures



Adult Services DRAFT

Provides services to impaired adults 18 years of age or older and to adults age 60 years or older. These services are designed to assist the adult in remaining in the least restrictive setting and functioning as independently as possible, to establish or strengthen appropriate family and social support systems and to support the adult in self-determination. Services may also be arranged for individuals in emergency situations who lack the capacity to consent to services.

	FY11	FY12	FY13
Adult Protective Investigations	45	59	36
Ongoing Cases	54	51	58
Companion Care	3	3	1
Companion Care Expenditures	$9,628	$4,332	$3768
Guardianships	38	42	50
Auxiliary Grant (pp served)	34	30	30
Auxiliary Grant Expenditures	$180,459	$152,795	$154,845

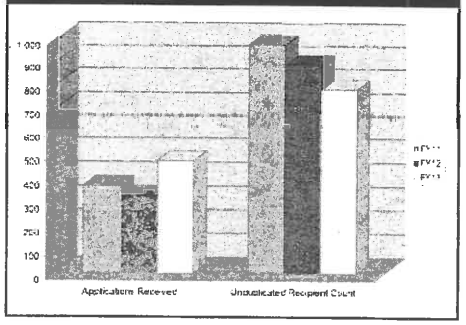
- MAY -
Adult Abuse Prevention Month

Temporary Assistance to Needy Families (TANF)

Provides time-limited financial assistance and employment related services to enable families with children to become self-supporting and promotes economic independence through participation in the VIEW Program.

	FY11	FY12	FY13
Applications	370	421	474
Unduplicated Recipient Count	977	888	782
Total Issued	$569,771	$476,606	$400,957

TANF Applications



From the Chair

Dear Friend,

The

Allyson Pate

ABOUT DSS

Administrative Board

Dale Iman, City Manager

2013 Advisory Board

Allyson Pate, Chairperson

Betty Curtis
Marie Imoh
Rex Miller
Nathaniel Prezzy
Kathryn Tagnesi
Les Taylor
Patrick Wingfield

WDSS Directors

Amber Johnson, Director
Georjean Coco, Assistant Director

City of Winchester
Department of Social Services
24 Baker Street
Winchester, VA 22601
Phone: (540) 662-3807
Service Unit FAX: (540) 662-3279
Benefit Unit FAX: (540) 662-3054

Comprehensive Services Act (CSA)

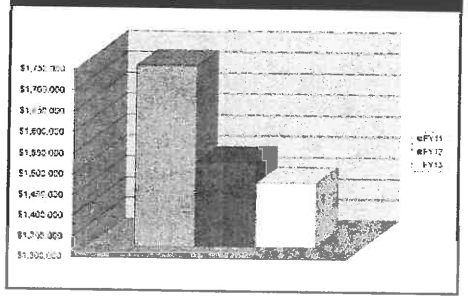
Provides for the pooling of eight specific funding streams used to purchase services for high-risk youth (1993 Virginia Law).

These funds are returned to the localities with a required state/local match and are managed by local interagency teams.

The purpose of the act is to provide high quality, child centered, family focused, cost effective, community-based services to high-risk youth and their families.

	FY11	FY12	FY13
Children Served	116	97	75
Total Expenditures	$1,733,298	$1,504,050	$1,455,285

Total CSA Expenditures



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