

Minutes
 Winchester Department of Social Services
 Advisory Board Meeting
 Thursday, May 23, 2019

Present: Marie Imoh, Nicholas Robb, Anita Schill, Kate Simpson, Patricia Simpson, Cindy Taylor
 Elyus Wallace

Absent: Eden Freeman, Bibiana Herrera-Paniagua

Staff/Guests: Jodie Alt (*WDSS Admin. Programs Assistant*), Erika Arenas (*WDSS Admin. Services Manager*), Christine Cook (*WDSS Office Supervisor*), Amber Dopkowski (*Director*), Steve Langenstein (*WDSS Benefits Supervisor*), Chasity Robinette (*WDSS Benefits Supervisor*), Sarah Wingfield (*WDSS Family Services Manager*)

RECAP of Board Votes:

<u>Motions:</u>	<u>Action:</u>	<u>Status:</u>
Motion to adopt the Minutes of the January 24, 2019 Advisory Board Meeting	1 st : Nicholas Robb 2 nd : Cindy Taylor	Approved Unanimously
Motion to nominate Wesley United Methodist Church as the 2019 Outstanding Community Partner Award Recipient	1 st : Elyus Wallace 2 nd : Kate Simpson	Approved Unanimously
Motion to host the 2019 Outstanding Community Partner Award Ceremony following the September 26, 2019 Advisory Board Meeting	1 st : Cindy Taylor 2 nd : Elyus Wallace	Approved Unanimously
Motion to approve Resolution 2020-1 regarding scheduling 2019-2020 Advisory Board Meetings	1 st : Elyus Wallace 2 nd : Nicholas Robb	Approved Unanimously
Motion to adjourn	1 st : Elyus Wallace 2 nd : Cindy Taylor	Approved Unanimously

Item	Discussion	Action
Call to Order/Approval of Minutes	<ul style="list-style-type: none"> • The meeting was called to order at 4:00 PM by Patricia Simpson, Chair 	<ul style="list-style-type: none"> • <i>The minutes from the January 24, 2019 meeting were accepted as submitted on motion by Mr. Robb, seconded by Ms. Taylor.</i>
Announcements	<ul style="list-style-type: none"> • Welcoming of new Advisory Board Member, Anita Schill 	<ul style="list-style-type: none"> • <i>Ms. Schill introduced herself to the board and WDSS staff.</i>
Staff Reports	<ul style="list-style-type: none"> • Staff Report – <ul style="list-style-type: none"> • Director's Report • Protective Services Team 	<ul style="list-style-type: none"> • <i>Ms. Dopkowski presented news and announcements for the agency.</i> • <i>Ms. Wingfield presented the staff report for the Protective Services team.</i>

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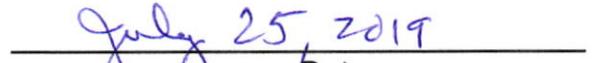
<p>Staff Reports (continued)</p>	<ul style="list-style-type: none"> • Family Services • Benefits Team • Self-Sufficiency Team • Administrative Services 	<ul style="list-style-type: none"> • <i>Ms. Wingfield presented the staff report for the Family Services team.</i> • <i>Ms. Robinette and Mr. Langenstein presented staff report for the Benefit Unit.</i> • <i>Ms. Robinette presented staff report for the Self-Sufficiency Unit.</i> • <i>Ms. Cook and Ms. Arenas presented staff report for the Administrative Unit.</i>
<p>Vacancy Report</p>	<ul style="list-style-type: none"> • Social Services Vacancy Report 	<ul style="list-style-type: none"> • <i>Currently one board vacancy.</i>
<p>McCrary Trust Fund</p>	<ul style="list-style-type: none"> • The fund currently has a balance of \$199,749.85 	<ul style="list-style-type: none"> • <i>Ms. Dopkowski presented the current fund balance. No request to utilize funds at this time.</i>
<p>Board Activities</p>	<ul style="list-style-type: none"> • Membership appointments 	<ul style="list-style-type: none"> • <i>Ms. Herrera-Paniagua and Mr. Robb have elected to fulfill additional full terms at the end of their current terms.</i>
<p>Old Business</p>	<ul style="list-style-type: none"> • Community Partner Award Ceremony 	<ul style="list-style-type: none"> • <i>Wesley United Methodist Church was selected for the 2019 Outstanding Community Partner Award. Other honorees include: Drug Task Force and Selma Medical Associates. The award ceremony and reception will take place immediately following the September 26, 2019 Advisory Board Meeting.</i>
<p>New Business</p>	<ul style="list-style-type: none"> • FY18 WDSS Annual Report • Agency Dashboard • Outstanding Community Partner Award Planning 	<ul style="list-style-type: none"> • <i>Ms. Dopkowski presented the report to the board.</i> • <i>Ms. Dopkowski presented the Dashboard to the board, it will be reviewed additionally at the next meeting.</i> • <i>Planning to be discussed at the next meeting.</i>

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	<ul style="list-style-type: none"> Resolution 2020-1 regarding scheduling 2019-2020 Advisory Board Meetings 	<ul style="list-style-type: none"> <i>Resolution 2020-1 regarding scheduling of next year's Advisory Board meetings was reviewed. On motion by Mr. Wallace and seconded by Mr. Robb, the Resolution was approved unanimously.</i>
<p>Date and Location of Next Meeting/Adjournment</p>	<ul style="list-style-type: none"> The next Social Service Advisory Board meeting will be Thursday, July 25, 2019 Social Service Board Room. 	<ul style="list-style-type: none"> <i>On Motion to adjourn the meeting by Mr. Wallace, seconded by Ms. Taylor, the motion was passed unanimously.</i>



 Signature



 Date

Enclosures/jma