

Minutes
 Winchester Department of Social Services
 Advisory Board Meeting
 Thursday, July 23, 2020

Present: Danielle Bostick, Marie Imoh, Mary Beth Price, Anita Schill, Patricia Simpson, Cindy Taylor, Elyus Wallace

Absent: Nicholas Robb, Kate Simpson, Bibianna Vazquez

Staff/Guests: Jodie Alt (*WDSS Admin. Programs Assistant*), Erika Arenas (*WDSS Admin. Services Manager*), Kristin Boehne (*WDSS Program Manager*), Christine Cook (*WDSS Office Supervisor*), Amber Dopkowski (*Director*), Rebecca Hopkins (*WDSS Family Services Supervisor*), Steve Langenstein (*WDSS Benefits Supervisor*), Chasity Robinette (*WDSS Benefits Supervisor*), Candace Veney (*WDSS Family Services Supervisor*), Janine Renoy (*Winchester City IT*)

RECAP of Board Votes:

<u>Motions:</u>	<u>Action:</u>	<u>Status:</u>
Motion to adopt the Minutes of the January 23, 2020 Advisory Board Meeting	1 st : Elyus Wallace 2 nd : Anita Schill	Approved Unanimously
Motion to approve Resolution 2021-1 regarding scheduling 2020-2021 meetings as amended	1 st : Anita Schill 2 nd : Elyus Wallace	Approved Unanimously
Motion to adjourn	1 st : Patricia Simpson 2 nd : Patricia Simpson	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 23, 2020 meeting were accepted as submitted on motion by Mr. Wallace, seconded by Ms. Schill.</i>
Public Comments	<ul style="list-style-type: none"> • None 	
Announcements	<ul style="list-style-type: none"> • None 	
Staff Reports	<ul style="list-style-type: none"> • Staff Report – <ul style="list-style-type: none"> • Protective Services Team • Family Services • Benefits Team • Self-Sufficiency Team • Administrative Services 	<ul style="list-style-type: none"> • <i>Ms. Veney presented the staff report for the Protective Services team.</i> • <i>Ms. Hopkins presented the staff report for the Family Services team.</i> • <i>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>

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Vacancy Report	<ul style="list-style-type: none"> • Social Services Vacancy Report 	<ul style="list-style-type: none"> • <i>Currently no board vacancies</i>
McCrary Trust Fund	<ul style="list-style-type: none"> • The fund currently has a balance of \$202,315.15 	<ul style="list-style-type: none"> • <i>Ms. Dopkowski presented the current fund balance and provided documents relating to this fund for Board review. There will be further discussion of the Fund at the next meeting.</i>
Board Activities	<ul style="list-style-type: none"> • No Report 	
Old Business	<ul style="list-style-type: none"> • None 	
New Business	<ul style="list-style-type: none"> • FY19 Annual Report • FY21 Agency Goals • Community Partner Award Nominations • Resolution 2021-1 regarding scheduling 2020-2021 Advisory Board Meetings 	<ul style="list-style-type: none"> • <i>Ms. Dopkowski presented the report to the board.</i> • <i>Ms. Boehne presented general information on how the goals were developed. Each Program Supervisor presented their FY21 goals to the board.</i> • <i>Ms. Dopkowski presented two nominations: Haven Mental Health Center and Winchester Community Health Center. Board members to review and vote at the next meeting.</i> • <i>Ms. Schill recommended that the resolution include language to support virtual meeting platforms due to COVID-19 pandemic and inclement weather. Ms. Dopkowski needs to consult the City Attorney and City Manager regarding "inclement weather". Resolution amended to include virtual meetings relating to the pandemic. On motion by Ms. Schill and seconded by Mr. Wallace, the Amended Resolution was approved unanimously.</i>

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Date and Location of Next Meeting/Adjournment	<ul style="list-style-type: none">• The next Social Service Advisory Board meeting will be Thursday, September 24, 2020, via WebEx Meeting.	<ul style="list-style-type: none">• <i>On Motion to adjourn the meeting by Ms. Patricia Simpson, the motion was passed unanimously.</i>
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Signature

Date

Enclosures/jma