

Minutes
 Winchester Department of Social Services
 Advisory Board Meeting
 Thursday, November 19, 2015

Members Present:, Ann Dillard, Kim Herbstritt, Marie Imoh, Les Taylor, Karen Shipp, Tricia Stiles, Patrick Wingfield

Members Absent: Betty Curtis, Eden Freeman, Kathy Tagnesi

Staff/Guests: Amber Dopkowski (WDSS Director), Georjean Coco (WDSS Asst. Director), Cindy Cooper (WDSS Benefits Supervisor), Jaimi Lineberg (WDSS Family Services Supervisor), Nancy Valentine (WDSS Finance Supervisor), Sarah Wingfield (WDSS Family Services Supervisor), Connie Greer (WDSS Admin Programs Asst.), Tyler Schenck (City of Winchester)

RECAP of Board Votes:

<u>Motions:</u>	<u>Action:</u>	<u>Status:</u>
Motion to Adopt the Minutes of the September 24, 2015 Advisory Board Meeting	1 st : Karen Shipp 2 nd : Kim Herbstritt	Approved Unanimously
Motion to Adjourn	1 st : Karen Shipp 2 nd : Ann Dillard	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 Tricia Stiles, Board Chair 	<ul style="list-style-type: none"> • <i>The Minutes from the September 24th meeting were reviewed. On motion by Karen Shipp and seconded by Kim Herbstritt, the Minutes were approved. The motion was approved unanimously.</i>
Announcements	<ul style="list-style-type: none"> • Appointment of Marie Imoh to Winchester School Board • WDSS Food Drive • Highland Food Pantry • WDSS Staff Appreciation Luncheon 	<ul style="list-style-type: none"> • <i>No action required.</i> • <i>The Safety Committee of Winchester Department of Social Services is sponsoring a food drive in honor of Raegan's Wish for Random Acts of Kindness. Food collection for this event ends November 30, 2015 (#Raeganswish).</i> • <i>Information regarding the Highland Food pantry was distributed. The Highland Food pantry will be the beneficiary of foods collected for Raegan's Wish, above.</i> • <i>The Staff Appreciation Luncheon will take place</i>

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<p>Old Business</p>	<ul style="list-style-type: none"> • Community Partner Award Reception 	<p><i>Champion certificate to primary adoption worker at the event. The event was well attended by the community.</i></p> <ul style="list-style-type: none"> • <i>Ms. Dopkowski showed some pictures from the event, and thanked the Board again for its efforts to recognize community philanthropy.</i>
<p>New Business</p>	<ul style="list-style-type: none"> • Community Partner Award Nominations 2016 • WDSS Fall Staff Retreat • WDSS and Fire & Rescue Stuff the Truck Event • Coordination of Holiday Giving • FY2015 WDSS Annual Report 	<ul style="list-style-type: none"> • <i>Nominations being sought beginning November 1, 2015 for 2016 Outstanding Community Partner Award. The board will vote on one Community Partner Award winner at January 2016 meeting.</i> • <i>Ms. Dopkowski reported that staff attended a retreat, moderated by Dr. Philip Pate, which focused on communication and team building skills.</i> • <i>A joint effort between Winchester Social Services and Winchester Fire & Rescue. Ms. Dopkowski will forward additional information when it becomes available.</i> • <i>Ms. Wingfield and Ms. Lineberg reported that several businesses and individuals are contacting Social Services to offer holiday donations for children, families and senior citizens. Ms. Shipp requested that the department encourage giving to senior citizens as they appear an underserved population. Ms. Dillard offered to help coordinate delivery of gifts.</i> • <i>Ms. Coco reviewed the Annual Report for Fiscal Year 2015.</i>

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		<i>Report to be finalized and sent to the City Manager for incorporation into the City's Annual Report.</i>
Date and Location of Next Meeting/Adjournment	<ul style="list-style-type: none"> • The next Social Service Advisory Board meeting will be held Thursday, January 28, 2016, 4:00pm in the DSS Board Room 	<ul style="list-style-type: none"> • <i>On Motion to adjourn the meeting by Ms. Shipp, seconded by, Ms. Dillard, the motion was passed unanimously. The meeting was adjourned at 5:07 p.m.</i>

Betty D. Curtis
 Signature

1-28-16
 Date

/cpg
 Enclosure: Advisory Board Meeting Presentation November 19, 2015

Winchester Department
of Social Services
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November 19, 2015

People helping people triumph over poverty, abuse and neglect to shape strong futures for themselves, their families and communities.



Announcements

- Appointment of Marie Imoh to the Winchester School Board. Congratulations Marie!
- Highland Food Pantry "Special Delivery" (See referral form in packet)
- WDSS Staff Appreciation Luncheon—December 9th
- WDSS Food Drive in honor of #Raeganswish, #RAKE

#Raeganswish



Management Team Report

- Family Services Team—Jaimi Lineberg
- Child Protective Services Team—Sarah Wingfield
- Benefit Programs Team—Cindy Cooper & Vicki Whitmore
- Self-Sufficiency Team—Georjean Coco
- Administration Team—Nancy Valentine & Sherry Champney

Social Services Staffing Report

- Benefit Program Specialist IV—currently recruiting applicants
- Family Service Specialist III—currently recruiting applicants

Special Accounts

- McCrory Fund—\$198,271.48
 - No pending requests received for consideration

Board Activities

Public Relations Committee

- Adoption Awareness Month and Celebrate Adoption Reception—November 12, 2015
- Event was well attended by DSS staff, community partners, adoptive parents, and potential foster and adoptive parents
- Recognition of Family Service Specialist IV Kristen Snyder as the agency's "Adoption Champion"
- WDSS completed 8 adoptions thus far this FY. Two are pending.
- Three children are legally free for adoption and we are searching for their "forever family".
- <http://www.adoptionus1.tds.org/status/va/index.aspx>

Celebrate Adoption Reception

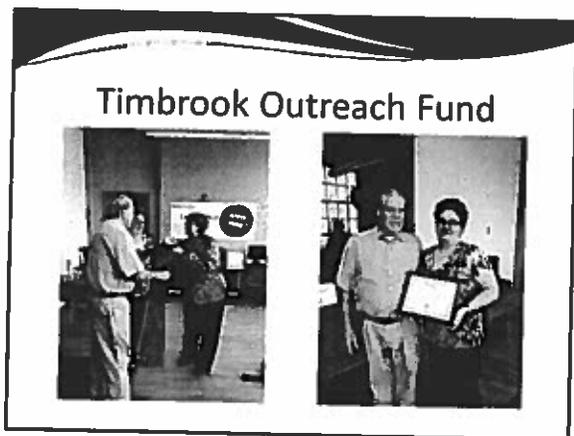


Old Business

2015 Community Partner Award Reception

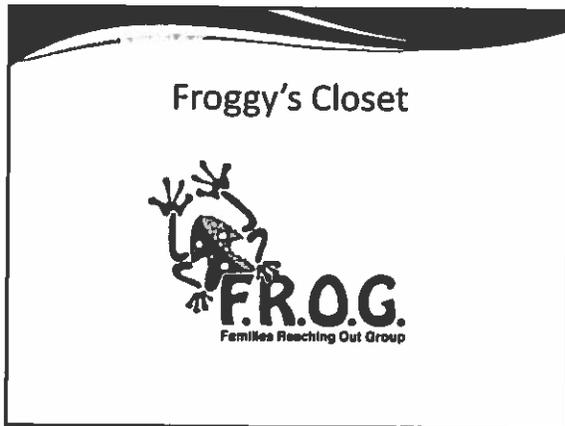
Thank you to our Board members for their support and contribution to the event!

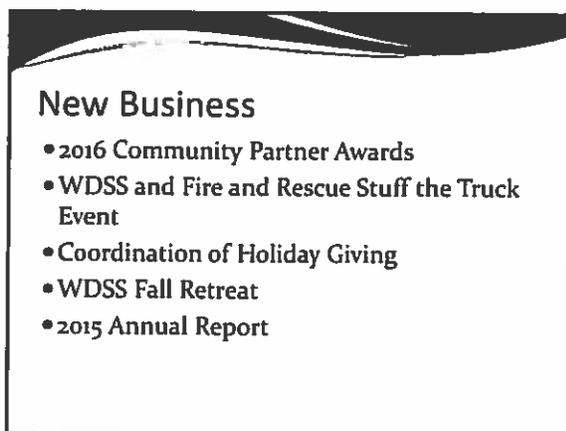












Holiday Giving

- Elks club
- First Baptist Church
- Braddock Street United Methodist
- Frederick Douglas Park Club of Winchester
- Community Women's Group
- Senior Santa
- Posh Pets
- Timbrook Outreach Fund
- Fraternal Order of Police
- Anonymous Individuals
- Anonymous Families

WDSS Fall Retreat

- Retreat held on October 28, 2015 with all staff participating
- Lead by Dr. Philip Pate and focused on Team Enhancement
- Combination of lecture and exercises to achieve objectives
- We also had some fun while we learned with a Most Outrageous Hat Contest!!!!

Retreat Objectives

1. To open our eyes and minds to new possibilities for working as one team.
2. To help us look at what it takes to talk and plan together effectively.
3. To develop a common language.

Shared Understanding

- Team achievement requires discipline.
- Forming teams requires time.
- Making teams successful involves sharing work approaches and behaviors, and communicating frequently and clearly.

WDSS Retreat: Team Enhancement



Annual Report: FY2015

61-2-209(b) Code of Virginia
To make an annual report to the City of Winchester concurrent with the budget presentation of the Department of Social Services, concerning the administration of public assistance and social service programs.

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.

	2011	2012	2013
Benefits	11	0	16
Expenditures	\$6,105	\$10,303	\$9,060

Funding: 100% Local

Medicaid

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.

	2011	2012	2013
Applications	1,564	2,646	1,956
Applications of Reimbursement Claims	6,480	6,580	6,993
Amount	\$24.6M	\$34.1M	\$35.4M

Funding: 42% State
58% Federal

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.

	2011	2012	2013
Fuel	527	454	464
Crisis	131	149	134
Cooling	317	313	266
Total Expenditures	\$110,951	\$88,686	\$105,689

Funding: 100% Federal

Questions?

Next Meeting

Winchester Social Services Advisory Board

January 21, 2016 4pm

Winchester Social Services
24 Baker Street
Winchester, VA 22601
Boardroom
