

JAMES CITY COUNTY SOCIAL SERVICES ADVISORY BOARD
Meeting Minutes

HUMAN SERVICES CENTER – TRAINING ROOM C
5249 Olde Towne Road, Williamsburg, VA 23188
Monday, August 26, 2024 @ 3:30p.m.

I. Call to Order

Lawrence Gholson called the meeting to order at 3:30p.m.

II. In Attendance

a) Board Members Present

Camica Credle
Charvalla West
Chris Howard
Kenya Williams
Laura Hill
Lawrence Gholson

Board Members Absent

Adrienne Carter
Frank Ferguson
Karen Davis

b) Staff Members Present

Barbara Watson, Director of Social Services
Denise Kirschbaum, Chief of Services
Diane Finney, Chief of Benefits
Kim Vernall, Administrative Office Manager
Lynette Diaz, Assistant Director
Catrice Alliers, Administrative Assistant (Minutes taken)

Staff Members Absent

Dhaniella Wijaya Munoz, Fiscal Manager
Keith Denny, Housing Program Administrator

III. Approval of Minutes

Lawrence Gholson made a motion to approve the minutes of the June 24, 2024, meeting be accepted as amended. Motion for approval passed unanimously.

IV. Board Members Report Out

- a) Camica Credle: No updates.
- b) Chris Howard: No updates.
- c) Kenya Williams: Pending another vehicle to donate.
- d) Laura Hill: October will be the 5th Annual Heal Williamsburg Day. (Date pending)

- e) Charvalla West: An Interactive mapping dashboard that will cover the entire spectrum of housing services from chronic homelessness services to home buyers' foreclosure prevention. The dashboard will provide the date, time and where the specific program will be hosted. Also, Community Skills Initiative (CSI) is offering 1 month of free access for LinkedIn for the month of September.
- f) Lawrence Gholson: "What's Poppin Tuesday's" have been a success. Please see flyer attached for upcoming dates. The African American Heritage Trail is underway and looking forward for the community involvement in sharing their story. Please see attached flyer. The Hampton Roads Community Foundation is hosting Preserving Black Wealth in Virginia on Thursday, September 12, 2024, at 6p.m.

V. Vote on Bylaw revisions:

Revisions to the Bylaws include updating from the first Monday of the month, to the fourth Monday of the month and also updating the adopted date to August 26, 2024. **Laura Hill** motioned approval and **Lawrence Gholson** seconded the motion to approve the revisions of the Bylaws. The revised Bylaws approved unanimously.

VI. Nominations and appointment of Chair and Vice Chair for FY25

Adrienne Carter submitted self-nomination to continue her role as Vice Chair. Lawrence Gholson nominated Camica Credle for Chair and Laura Hill seconded. Camica Credle accepted. **Barbara Watson** motioned to accept Camica Credle as Chair and Adrienne Carter as Vice Chair as slatted. **Lawrence Gholson** motioned to accept as slatted and **Charvalla West** seconded. The Slate of officers accepted unanimously.

VII. Program Highlights FY24

- a) Kim Vernall: Five full-time and one part-time Administrative Assistants who are all crossed trained within the department. The quality of our staff allows records management to go out quicker, and regular monitoring of flyers and brochures. We now have a sign in kiosk that tracks clients' name, time, and reason for visit. Our part-time security guard has brought a lot of safety knowledge and recommendations to the Human Resources building.
- b) Barbara Watson (Accounting): The Accounting department is now fully staffed.
- c) Diane Finney: The Benefits Program is fully staffed. Fiscal Year (FY)23 through (FY)24 we have 7,896 SNAP cases and 119 TANF cases. Medicaid unwinding started at 2,793 cases and as of today we have completed 2,174 cases. We have 40 Foster Care cases, which averages 98% and Childcare is at 97.6%.
- d) Denise Kirschbaum: The Community Outreach Network Educate Care Thrive (CONNECT) program was awarded a \$1000 grant from the Williamsburg Landing Outstanding Service to Seniors award. CONECT has received 282 referrals and have completed 242 home visits. Services will be opening up an Adult Protective Services (APS) position and a Child Protective Services (CPS) position. We were also able to secure a position through the county for a Self-Sufficiency worker who will be able to focus on our Virginia Initiative for Education and Work (VIEW) program. In July, Adult Protective Services (APS) processed thirty-two valid reports

that met the criteria of abuse, neglect and or financial exploitation. Our Permanency team continues to focus on Kinship Services and rank 90 percent in the state.

- e) Keith Denny: Housing Resource Portal is up and running. The Local Housing Subsidy Program (LHSP) which initial goal was to provide financial housing subsidies and Housing Counseling services for at least ten eligible families who live and work in James City County. To date, we have sixteen families who have been enrolled. Of those, two have graduated and both have moved onto homeownership and fourteen continue receiving rent assistance, goal setting guidance and financial counseling. The program has currently reached 160 percent of the original goal. Apart of the Homeownership program this year, the Neighborhood Development was awarded a Scattered Site Community Development Block Grant (CDBG) to provide housing rehab to five homes and substantial reconstruction (replacement) of two. The Housing Unit recently received a renewal contract from Virginia Housing for \$1 Million dollars to administer Sponsoring Partnerships and Revitalizing Communities Program (SPARC) for the First Time Homebuyer program. Sponsoring Partnerships and Revitalizing Communities (SPARC) supports local efforts to increase homeownership opportunities in Underserved Markets, Virginia Housing's Rural Housing Areas, and Community Revitalization Areas.
- f) Lynette Diaz: Kinship Navigator Grant Program our Fiscal Year (FY)24 we have served sixteen Kinship caregivers which includes nineteen youth. In April, Kinship received notice from Virginia Department of Social Services (VDSS) that the funding from the Opioid Abatement Authority that will be sublimated into the Kinship Navigator net this year will bring in additional \$48,000. On September 17, 2024, from 8a.m. to 5p.m. The Historic Triangle Drug Prevention Coalition, the Greater Williamsburg Trauma-Informed Community Network, and the Regional Kinship Navigator Program invites everyone to the Historic Triangle Summit. Please see attached flyer. Care Team Child Health Initiative Fiscal Year (FY)24 the team have worked with twenty-one families which includes twenty-two adults and forty-two children. We had 1,141 units of service provided to these families including home visits and services for resource coordination. Our Care Team Coordinator Courtney Thomas has developed Care Team open hours which allows networking between families, children activities and resource tables here at Department of Social Services. Care Team has filled the Social Work Case Manager position and is working on filling the Nurse position.

I. Directors Report

A big appreciation to Lawrence Gholson for completing two terms as Chair on the James City County Advisory Board. Thank you for your commitment and dedication to sharing our story throughout the community. Also, we would like to congratulate Charvalla West who was hired as the new CEO for the Greater Peninsula United Way and it is an honor to have you serve on our board. The next Advisory Board meeting will be held October 28, 2024, at 3:30p.m.

II. Meeting Adjournment

The meeting was adjourned at 4:42p.m.