

JAMES CITY COUNTY SOCIAL SERVICES ADVISORY BOARD
Meeting Minutes

HUMAN SERVICES CENTER – TRAINING ROOM C
5249 Olde Towne Road, Williamsburg, VA 23188
Monday, August 25, 2025 @ 3:30p.m.

I. Call to Order

Camica Credle called the meeting to order at 3:35p.m.

II. In Attendance

a) Board Members Present

Adrienne Carter
Camica Credle
Charvalla West
Chris Howard

Board Members Absent

Derrick Jackson
Frank Ferguson
Laura Hill

b) Staff Members Present

Barbara Watson, Director of Social Services (Presenter)
Dhaniella Wijaya Munoz, Fiscal Manager
Diane Finney, Chief of Benefits
Keith Denny, Housing Program Administrator
Lynette Diaz, Assistant Director (Presenter)
Magali Brownfiel, Administrative Assistant (Minutes taken)

Staff Members Absent

Kim Vernall, Administrative Office Manager

III. Approval of Minutes

Camica Credle motioned June 23, 2025, meeting to be accepted. **Charvalla West** motioned for approval and **Adrienne Carter** second.

IV. Board Members Report Out

- a) Charvalla West: Day of Caring will be on Friday September 12th from 8 – 12 pm. There are 55 volunteer projects across the Peninsula this year. 396 volunteers have signed up as of Friday August 22nd. There are still 100 plus volunteers' slots available for more individuals to sign up including staff from James City County either as individuals or as department. The kickoff will be on Thursday September 11th from 4-6 pm with a Community Bartender Challenge at the Virginia Beer Company in Williamsburg, the Coastal Fermentory at Downtown, and the Coastal Fermentory at Uptown. Whoever raises the most money will win the challenge. Every dollar will help ALICE (Asset Limited, Income Constrained, Employed) families.

- b) Adrienne Carter: James City County has purchased property in the Grove area and they are going to construct and design a park. Park name is pending; however, they are going to be hosting a series of community workshops to get input from the community as to what elements they would like at the park and how the history of Grove to be interpreted.

V. Review the Bylaws:

Charvalla West motioned to approve the minutes with the one change from calendar year. **Barbara Watson** made motion all in favor of approving the bylaws as amended. Motion passed.

VI. Election of New Chairs:

Charvalla West has nominated and made the motion for Camica Credle for Chair and Adrienne Carter for Sub-Chair. **Chris Howard** second. All members agreed.

Karen Davis, Melinda Marriot, and Derrick Jacsksn positions are vacant and we need to recruit additional members. Laura Hill's term ends in September, but she has verbally stated that she will continue on the Board.

VII. Presentation: James City County Social Services Federal Legislation Update: What We Know so far. Presented by Lynette Diaz and Barb Watson. See attached PowerPoint.

- VDSS expenditure of \$2.9 billion budget in Virginia with 120 localities. However, 47% is designated to Federal Funds.
- VDSS Spending Sources – FY2024 Total spending Sources
- Financial Accounting
 - DSS LASER (Local Automated System for Expenditure Reimbursement) Monthly Expenditure Certification.
 - LASER Certification Forms Update – DEI (Diversity, Equity, and Inclusion) updated.
- Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA)
- Benefit Programs – Changes to Social Services under H. R. 1/S.R. 1
 - Supplemental Nutrition Assistance Program (SNAP).
 - SNAP Costs Shifting to States - The state of Virginia has a 11.5% error rate mainly due to over payment on determination of eligibility. In the past the Federal Government has reimbursed the State for about 50% of the cost for the program. Now, the federal government will reduce the percentage to 25% which means the State will cover the difference.
 - The State wants the error rate down to 6% or lower during FY2026 thus not to pay the amount to cover the difference.
 - The error rate is lumped between all 120 localities.
 - Modifications to SNAP Work Requirements – Able-Bodied Adults Without Dependents (ABAWD) work requirement will change the age range from 18-54 to 18-64.
 - Changes to the General Work Requirement Age and Expands the National Accuracy Clearinghouse
 - Virginia is higher in the national error rate for FY2024 (10.93%).
 - Medicaid

- Medicaid: Community Work Experience Requirements and Renewal Process
- Medicaid recipients must work, volunteer, or attend school for at least 80 hours a month with redetermination every six months instead of yearly.
- ABAWD (Able Bodied Adults without Dependents) enrolled in Medicaid expansion will need to meet 80 hours/month of work.
- Housing Programs – Program Funding Sources -See supplemental handouts

VIII. Department Updates: FY2025 Highlights – See continuation of attached PowerPoint begins slide 15.

- a) Lynette Diaz: Strategic Plan Workgroups were built this past year with the following workgroups:
 - Faithful Frontliners
 - Community Champions
 - Uplifting Unifiers
- b) Dhaniella Wijaya Munoz: Financial Accounting for FY2025 between July 1, 2024, to June 30, 2025
 - LASER monthly report which is the last day of the month for the prior month on the 7th day.
 - This report must be signed by JCCDSS Director and the Fiscal Manager
 - It needs to follow James City County policy and comply with State policy.
- c) Benefits Programs: Lynette Diaz. Reporting time period for FY2025 between July 2024 to June 2025
 - Per the number of James City County households Medicaid is the largest program in JCC.
 - There have been some spikes between SNAP and TANF throughout the year too.
- d) Keith Denny: Housing Programs – FY2025 Funding and Outcomes. See supplemental handouts.
- e) Services: Lynette Diaz - Upstream Initiatives:
 - Family Preservation: New unit that started in FY2025. It focuses on preventing abuse and neglect, and exploitation on children. It aims to work with In-home services cases.
 - OARS (Opioid Abatement Resources Support)
 - Care Team
 - CONECT: Focuses on seniors and disabled adults.
 - Protection and Permanency – Calendar year of January 2024 to December 2024
 - Family Services – Foster Care
 - Child Protective Services
 - Adult Protective Services
- f) Admin: Barbara Watson. James City County Department of Social Services hired a new Security Monitor effective August 1, 2025. Beth comes to us from the Williamsburg Regional Library. She began her career in law enforcement with a maximum-security penitentiary, then moved to a multi-jurisdictional jail where she served as a shift commander. She has also worked with the Department of Homeland Security/TSA and has served as a National

Intelligence Officer, which involved giving security briefings to various airports. After a brief hiatus she joined the security team at Riverside Health on Kings Way and then joined the Williamsburg Regional Library as a Security Monitor.

I. Directors Report

On August 27th James City County Social Services will have staff recognition for Diane Finney at 4 pm at James City County Recreation Center.

The next Advisory Board meeting will be held on October 27th.

II. Meeting Adjournment

The meeting was adjourned at 5:06 p.m.

APPROVED