



King William County
Department of Social Services

172 Courthouse Lane
Post Office Box 187

Phone (804) 769-4905
Fax (804) 769-4979

Letecia L. Loadholt, Director

REGULAR BOARD MEETING MINUTES
December 20, 2021
5:00 P.M.

Members present for the in person meeting were: Britney Ball (Chair); Beth Woolford (Vice-Chair); Paulette Washington (via telephone); Janella Temple (via telephone); Supervisor Garber; and Letecia Loadholt (Director).

The meeting was called to order by Ms. Britney Ball, Chair at 5:04 p.m.

A quorum was established.

The agenda was unanimously approved after a motion by Supervisor Garber and second by Beth Woolford.

Guests: Director Loadholt, acknowledged and introduced Mr. Percy Ashcraft, County Administrator. Also present, was Wanda Ambrose, Administrative Services Manager.

There were no public comments.

Ms. Beth Woolford made a motion to approve the minutes from the November 15, 2021 meeting. Supervisor Garber seconded the motion and the motion carried unanimously.

The administrative expenditures for the month of **November 2021** in the amount of **\$80,419.94** were unanimously approved after a motion by Supervisor Garber and a second by Ms. Beth Woolford.

Board Information and Discussion:

1. **Agency Updates**

Director Loadholt, informed the board that interviews were held for the Family Services Supervisor position but did not yield any results. The two candidates interviewed did not have any supervisory experience. Therefore, the decision was made to appoint Kelly Magovero as Acting Supervisor for the Services Unit. Ms. Magovero has been with the agency since November 2020 and has already learned CPS and Adult Services. Director Loadholt, wishes to keep Ms. Evelyn Porter on staff to train Ms. Magovero on Supervision and Services.

Director Loadholt, received a grant from VDEM to provide First Aid and CPR training provided by the American Red Cross on November 17, 2021.

Communication remains a challenge at the County level with the finance department.



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2. Board Meeting Calendar:

Director Loadholt, spoke with the board about the upcoming board schedule for calendar year 2022. Director Loadholt, inquired if the board wanted to return to the previous board schedule of meeting every two months on the even month at 5:00 p.m., in person on the following months: February 21, 2022; April 18, 2022; June 20, 2022; August 15, 2022; October 17, 2022; and December 19, 2022. During the discussion it was realized that February 21, 2022 is a recognized State holiday and offices will be closed.

3. Amended FY22 Compensation Plan:

Director Loadholt, informed the board that the compensation plan that was approved by the DSS board included the 5% raise given by the State. However, the County approved budget only allowed a 3.5% increase for staff. The board was asked to amend the FY22 compensation plan to reflect the 3.5% raise which will result in the County having to return approximately \$10,000.

4. FY23 Budget Proposal:

Director Loadholt, presented the board with two budget scenarios for FY 23. One with a 1.5% increase and one without. The board was informed that the increase has been discussed with the County Administrator and further discussion will be conducted with County Finance with a final determination from the Board of Supervisors. The FY23 budget does include an increase to the call stipend from \$13/hour per shift to \$15/hour per shift; \$3,000 in contingency for auxiliary grants, general relief, fostering futures, family preservation, an adult services to be set aside for potential match rates or mandated services; and the remaining 1.5% increase from the current year's 5% raise from the State.

Board Actions:

1. Board Meeting Calendar:

Supervisor Garber made the motion to return to having in person board meetings every other month at 5:00 p.m., with the February meeting being moved to February 7, 2022 due to the holiday on the third Monday of the month. Ms. Janella Temple seconded the motion and the motion carried unanimously.

2. FY22 Compensation Plan:

Supervisor Garber made a motion to table the amendment of the Compensation Plan until after the Board of Supervisors made a final decision seconded by Ms. Woolford, and carried unanimously.



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3. FY23 Budget Proposal:

Supervisor Garber made the motion to approve the FY23 budget with including the 1.5% increase from the remaining 5% that the State allotted. Ms. Janella Temple seconded the motion. The motion carried by unanimous decision.

With no further business to discuss, the board adjourned on a motion from Ms. Janella Temple and a second from Ms. Beth Woolford at 6:09 p.m.

The next scheduled board meeting date is **February 07, 2022 at 5:00 p.m.**

Letecia Loadholt

Secretary: Letecia Loadholt

Britney Ball

Chair: Britney Ball

Signature: *Britney Ball*
Britney Ball (Feb 9, 2022 08:29 EST)

Email: britney.ball@gmail.com