



KING WILLIAM COUNTY

Department of Social Services
King William, Virginia 23086

Stacey Davenport, Interim Director

The King William County Department of Social Services (KWDSS) held a meeting of its Advisory Board on March 20, 2025, at the King William County Administrative Building (Board Room). The following board members were present:

Dr. Tara Temple – Chair, 5th District/Mangohick
Candice Zimmerman – Vice Chair, 5th District/Mangohick
Veda Fraizer – 2nd District/Sweet Hall & Courthouse
Tim Vaughn – 5th District/Mangohick
Stacey Davenport – King William County Administrator & Interim Director

The following board members were absent:

Keith Fogg – 5th District/Mangohick

The following staff members of King William Department of Social Services were in attendance:

Candace Carey – Benefit Programs Supervisor
Latoria Carey – Program Coordinator

The following Staff members were absent:

Wanda Ambrose – Administrative Services Manager

A quorum for the meeting was established.

Board Information and Discussion:

- I. Call to Order & Welcome – Chair, Dr. Tara Temple welcomed the Advisory Board members to the meeting. The meeting was called to order at 5:30pm.
- II. Organization meeting matters:
 - a. Election of the Chair: Dr. Tara Temple
 - b. Election of the Vice Chair: Candice Zimmerman
 - c. Adoption of a meeting schedule: Will be the 3rd Thursday at 5:30pm every other month.
 - d. Adoption of ByLaws: Provided to County Attorney and will review at next meeting.
- III. Public Comments – No public comments.
- IV. Review of prior minutes – Approval of December 2024 minutes: Moved to next meeting.
- V. Statistical and Budget Report
 - a. Finance – Given by Stacey Davenport: Report provided to the board showing statistics.



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b. Benefit Programs – Given by Candace Carey

For January, Applications are increasing.

- i. Energy Share \$4, 535.69 left
- ii. Increase in KW Ministry applications to assist with food and energy.
- iii. Challenges with overdue applications for SNAP and Medicaid, and renewals due to minimal number of trained workers to assist. Large number of Medicaid appeals.
- iv. Need experienced workers.
- v. With limited front desk staff, EBT issuance has been a struggle.
- vi. Fuel untimeliness resulted in \$2524.10 in local funds having to be administered.
- vii. Three workers have processed over 500 cases.
- viii. Calls and voicemails have resulted in

For February

- i. Benefit appreciation month. This year was the first time we were recognized and we had a guest speaker during our staff meeting.
- ii. Niani Heath, MA consultant was also present to provide a training for staff.
- iii. Thanks for Stacey for jumping in to helping staff feel appreciative.
- iv. This year's recipient of award is Michelle Hunt.
- v. We lost 2 staff. Overtime and emergency workers are the only thing keeping the agency afloat regarding benefits.

c. Services – Given by Stacey Davenport.

All Family Service staff have been let go or resigned. MOU signed in February for April Perez to provide Services with Olivia from Caroline County DSS to provide supervision.

- i. MOU with KW Schools and West Point pending.
- ii. Some regional staff have come to the agency and assisted.
- iii. CPS and APS calls will be forwarded to the Hotline with James City assisting.
- iv. 3 children are now in Foster Care, however VEMATS were not completed that required over \$85,000 to be paid back in local funds.

VI. Director Report – Given by Stacey Davenport

- a. 10 open positions posted are the following:
 - 1 Director: Reopened and being screened
 - 1 HSA
 - 4 BPS – 9 eligible for interviews
 - 3 FSS – looking at applications
 - 1 Family Service Supervisor

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- b. State Rep will be in all interviews
- c. Reviewed pay comparisons of surrounding localities for DSS compared to King William. King William is determined to be the lowest of all the counties.

- VII. Roundtable Discussion – Brought up the idea of remote/telework to help with recruiting due to low salary in attempt to attract good candidates. Libby Gooden is asking about the State Policy. Looking at if telework was to be allowed by the Director, recommend that staff cover the front at least once per week. Also discussed about lateral moves and ways to increase pay for staff and better recruitment.
- VIII. Next Meeting – The next meeting of the King William Social Service Advisory Board will be May 15, 2025 at 5:30 p.m. in the King William County Administrative Building (Board Room).
- IX. Adjournment – There being no further business the meeting was adjourned at 7:15 p.m.