

ADVISORY BOARD MEETING
WARREN COUNTY DEPARTMENT OF SOCIAL SERVICES

465 W 15th Street, Suite 100, Front Royal, Virginia 22630

January 21, 2021

The Advisory Board met in the Training Room of the Warren County Department of Social Services on January 21, 2021, with the meeting called to order at 4:03 PM by Ms. Brandon.

Members in Attendance: Lorraine Brandon, Stephen Jerome, and Brenda Wells

Present for the Department: Jon Martz, Director; Samantha Edwards, Assistant Director; Michelle Smeltzer, Community Liaison; Christine Lawson, Family Services Supervisor; April White, Family Services Supervisor; Kristen Strosnider, Benefit Programs Supervisor; and Renee Pearson, Administrative Office Manager.

Guests: None

Election of Officers

Mr. Jerome was elected Chairperson of the Warren County Social Services Advisory Board by unanimous consent. Ms. Brandon was elected Vice Chairperson of the Warren County Advisory Board by unanimous consent.

Approval of Minutes

Having no revisions to be made, a motion was made by Ms. Wells to approve the November 19, 2020 minutes. The motion was seconded by Ms. Brandon and approved unanimously.

Public Comments

There were no public comments offered.

Advisory Board Comments

Board members asked about the current status of the two vacant positions. The County has been advertising the vacancies on their website, Facebook page, and public television station with no success.

Ms. Brandon asked if a solution to the issue of showers for the Thermal Shelter had been solved. At this time no solution has been found. Ms. Brandon asked if the showers in the gymnasium could be used. The showers were disabled when the school vacated the building.

Ms. Brandon asked if the County still had only two child care facilities accepting the Social Services stipend. At this point there is only one child care facility accepting the stipend; however, a new facility is undergoing a review by the Virginia Department of Social Services for approval.

Ms. Brandon asked if adoptions were on hold due to courts being closed. Ms. White reported the court is open but is not holding adoption hearings at this time. The Department has had three adoptions granted by the court over the past few months.

Director's Report

Community Liaison Michelle Smeltzer provided an update on the operation of the Thermal Shelter. Ms. Smeltzer reported the shelter is serving between 26 to 28 residents every night. Churches and volunteers provide dinner for residents every evening, and residents are provided sack lunches as well.

Mr. Martz introduced Department supervisors to the Advisory Board: April White, Christie Lawson, Kristen Strosnider, and Renee Pearson. Mr. Martz indicated Department employees were made eligible to receive the COVID-19 vaccination by County officials. Staff has had the opportunity to receive the first shot and will receive the second shot the first week of February.

Mr. Martz distributed copies of the LDSS Local Agency Profile Report State Fiscal Year 20 as compiled by the Virginia Department of Social Services. The report contains population, employment, and demographic information about each locality as well as case level information. Mr. Martz pointed out a new figure has been added to the report – percent of people with no health insurance in locality, which stands at 12% in Warren County.

Currently, the Centers for Medicare and Medicaid Services (CMS) is only allowing Medicaid cases to close for one of three reasons – client request, client moves out of state, or client is deceased. As a result, agencies are experiencing a large growth in the number of Medicaid cases because as new ones are opened, older cases are not allowed to close.

Per the report, Warren County had 10,220 residents receive benefits through the Department in SFY20. This is roughly 1 out of every 4 residents in Warren County. These numbers do not include residents served through Child Protective Services (CPS) or Adult Protective Services (APS) reports.

Per the Local Department of Social Services Profile Report for SFY20, Warren County received \$72,025,548 spent on Social Services through Federal, State and Local Funding. The local contribution from Warren County was \$1,573,656 during SFY20.

Ms. Brandon asked about the status of unfilled positions. Currently the Department is advertising four (4) positions.

Assistant Director's Report

Ms. Edwards advised the Board the Department has made an offer to a candidate for the vacant Benefit Programs Supervisor position, which has been vacant for a year. Ms. Edwards described the new unit organization format to the Board. In Benefits, each unit will have a Supervisor and a senior worker who will be responsible for handling Title IV-E cases in hopes of generating more federal funding. Additionally, each unit will have a worker dedicated to working fraud cases. In Services, each unit will have a senior worker for which the Department is currently recruiting.

The Department has also been able to internally promote several employees over the past several months.

Ms. Edwards described a new internal initiative to provide every worker with an Individualized Development Plan by working with each employee to identify their career goals and how the Department can assist them in their professional development.

Ms. Wells asked a question concerning staffing levels due to the COVID-19 pandemic. The Department was fully staffed during the bulk of the pandemic; however, due to the recent dramatic rise of cases in the locality, the Department has been working with half staffing in the building each day with the other half working remotely. Benefits workers have been alternating teams in the office. Permanency workers have been working from home with CPS workers mainly working in the office. Additionally, support staff have been in the office every day. Safety precautions have been implemented such as the installation of Plexiglas at the front window and in interview rooms. Masks are provided to the general public and all visitors are screened before they are allowed into the Department. Further, CPS, APS, and Foster Care workers are still going into the community and the homes of citizens in the course of their job duties and have continued to do so throughout the pandemic.

County Administrator's Report

Mr. Daley was not able to attend the meeting. There was not a County Administrator's Report at this time.

Adjournment

Hearing no further business for discussion, Ms. Wells motioned to adjourn the meeting. Ms. Brandon seconded the motion. Mr. Jerome adjourned the meeting at 4:47 PM. The next meeting will be held on March 18, 2021 at 4:00 PM.

Local Department of Social Services Profile Report, SFY 2020

Locality Name: **Warren**

FIPS: **187**

Region: **Northern**

Agency Level:¹ **II (Two)** HR Policy:² **Partial deviating**

IT Support:³ **Full**

Type of Agency Board:⁴ **Advisory** County Administrator

Population, 2019	Warren		Northern	Statewide
	Count	Percent	Percent	Percent
Total Population	39,936			
<i>Male</i>	20,018	50%	50%	49%
<i>Female</i>	20,146	50%	51%	51%
<i>Children (0-17 years)</i>	8,686	22%	24%	22%
<i>Adults 18-64 years</i>	24,736	62%	63%	62%
<i>Adult 65+ years</i>	6,742	17%	13%	16%
<i>White only</i>	36,335	91%	71%	69%
<i>African American only</i>	1,993	5%	13%	20%
<i>Asian only</i>	532	1%	12%	7%
<i>Other race</i>	256	1%	1%	1%
<i>Two or more races</i>	1,048	3%	4%	3%
<i>Hispanic/Latino*</i>	2,125	5%	16%	10%

Source: UVA Weldon Cooper Center, Demographics Research Group (estimates come from the U.S. Census Bureau). "Other race" includes Hawaiians, Pacific Islanders, American Indians, and Alaskan Natives. * Hispanic origin is not mutually exclusive of race.

Poverty Rate (%)	Warren		Northern		Statewide	
	All ages	Children	All ages	Children	All ages	Children
2007	9.0%	11.4%	6.0%	7.2%	9.9%	12.9%
2008	10.1%	13.1%	6.2%	7.8%	10.2%	13.6%
2009	9.8%	13.7%	6.8%	8.6%	10.6%	14.0%
2010	10.3%	14.4%	7.2%	9.0%	11.1%	14.6%
2011	10.4%	15.8%	7.6%	9.9%	11.6%	15.6%
2012	11.0%	15.4%	7.5%	9.6%	11.8%	15.5%
2013	12.0%	17.0%	7.4%	9.6%	11.7%	15.7%
2014	11.3%	15.8%	7.8%	10.2%	11.8%	15.9%
2015	10.8%	15.1%	7.3%	9.1%	11.2%	15.0%
2016	10.3%	14.4%	7.2%	8.8%	11.0%	14.3%
2017	9.3%	12.7%	6.8%	8.7%	10.7%	14.0%
2018	10.3%	13.9%	6.9%	8.4%	10.7%	13.8%
2019	9.7%	13.6%	6.7%	8.5%	9.9%	13.3%

Source: U.S. Census Bureau, Small Area Income and Poverty Estimates (SAIPE).

3,803

Number of People (All Ages) living in Poverty in Locality

10%

Percent of People (All Ages) living in Poverty in Locality

1,158

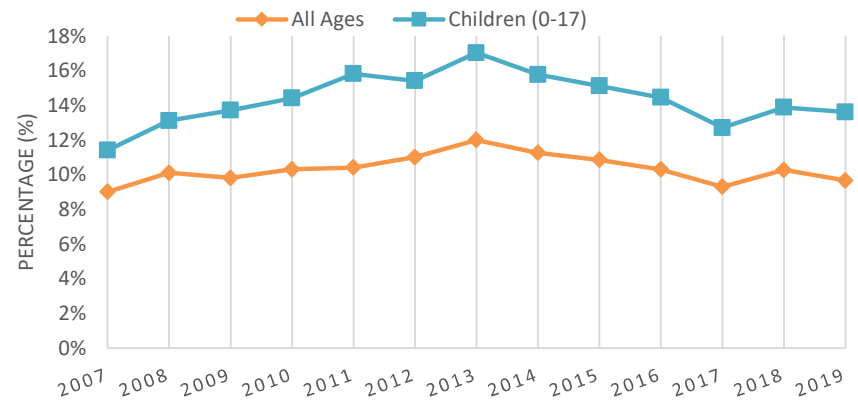
Number of Children (< 18 years) living in Poverty in Locality

14%

Percent of Children (< 18 years) living in Poverty in Locality

Source: US Census Bureau, Small Area Income and Poverty Estimates (SAIPE). Estimates are for 2019.

POVERTY RATE IN LOCALITY: ALL PEOPLE (ALL AGES) & CHILDREN, 2007-2019



Source: U.S. Census Bureau, Small Area Income and Poverty Estimates (SAIPE).

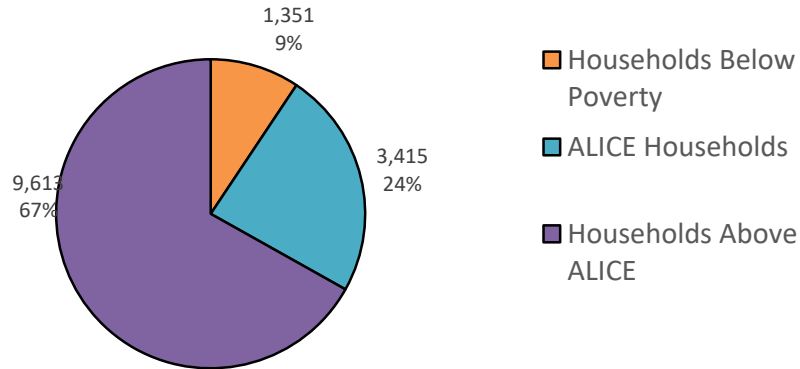
Local Department of Social Services Profile Report, SFY 2020

Locality Name: **Warren**

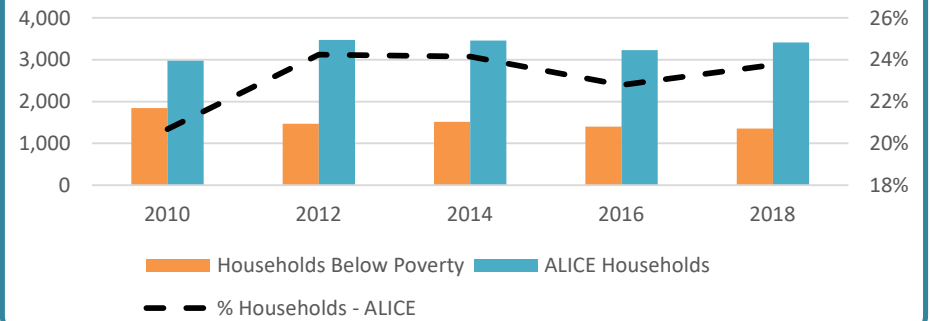
FIPS: **187**

Region: **Northern**

Households by Income Group in Locality, 2018



Households Below Poverty & ALICE Households in Locality, 2010-2018

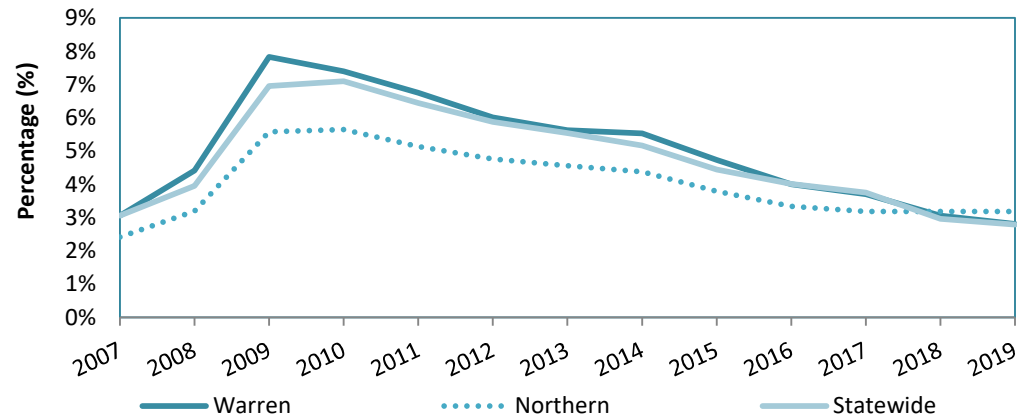


Source: United Way, ALICE Project, 2020 ALICE Report - Virginia. "ALICE" (Asset Limited, Income Constrained, Employed) represent working family households that are struggling to meet basic living needs.

Unemployment	Warren		Northern	Statewide
	Count	Rate (%)	Rate (%)	Rate (%)
2007	593	3.1%	2.4%	3.1%
2008	887	4.4%	3.2%	4.0%
2009	1,551	7.8%	5.6%	7.0%
2010	1,479	7.4%	5.6%	7.1%
2011	1,351	6.8%	5.1%	6.4%
2012	1,195	6.0%	4.8%	5.9%
2013	1,124	5.6%	4.6%	5.5%
2014	1,113	5.5%	4.4%	5.2%
2015	941	4.7%	3.8%	4.4%
2016	790	4.0%	3.3%	4.0%
2017	743	3.7%	3.2%	3.8%
2018	615	3.1%	3.2%	3.0%
2019	579	2.8%	3.2%	2.8%

Source: Virginia Employment Commission. Rates are not seasonally adjusted.

Unemployment Rate (unadjusted) in Locality, 2000-2019



Source: Virginia Employment Commission. Rates per calendar year are not seasonally adjusted.

Local Department of Social Services Profile Report, SFY 2020

Locality Name: **Warren**

FIPS: **187**

Region: **Northern**

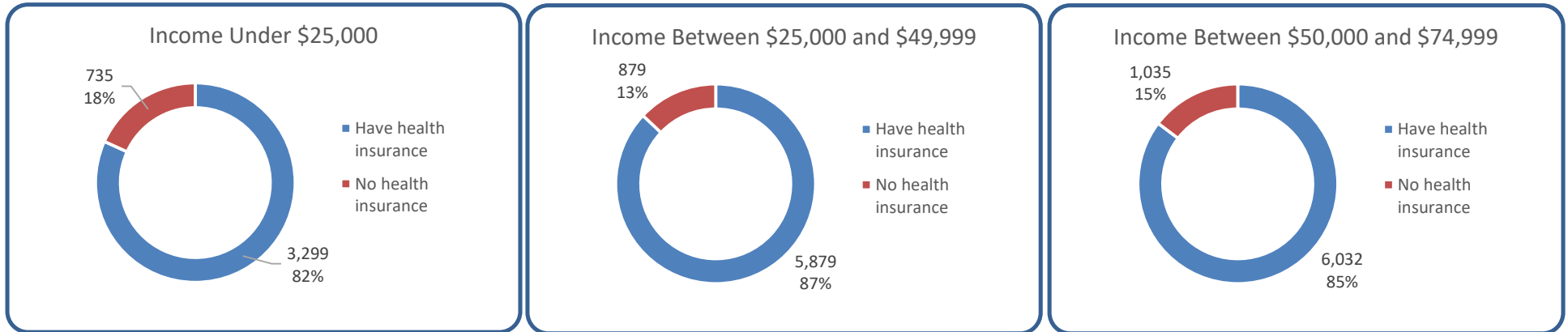
38,639

**Number of People (All Incomes) With
No Health Insurance in Locality**

12%

**Percent of People (All Incomes) With No
Health Insurance in Locality**

Number and Percentage of People Who Are Uninsured (2014-2018)



Source: U.S. Census Bureau, Small Area Health Insurance Estimates (SAHIE). Five-year (2014-2018) estimates shown.

Local Department of Social Services Profile Report, SFY 2020

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187

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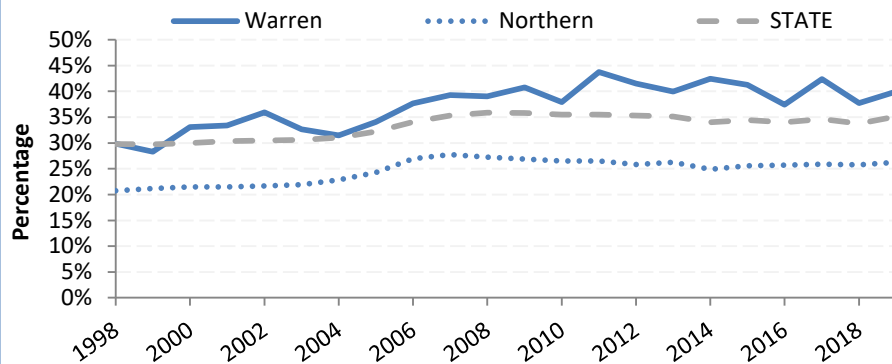
Births	Non-Marital Births				Teen Births			
	Warren		Northern	Statewide	Warren		Northern	Statewide
	Count	Percent	Percent	Percent	Count	Rate	Rate	Rate
Total	951	40%	26%	34%	129	10.6	5.7	7.8
White	821	38%	20%	25%	105	9.4	3.9	5.9
Black	92	82%	44%	64%	13	17.7	5.2	10.5
Other race	38	35%	30%	31%	11	34.0	15.5	15.0

29%

Percent of Children living in a single-parent household
(2015-2019) (Source: U.S. Census Bureau, American Community Survey)

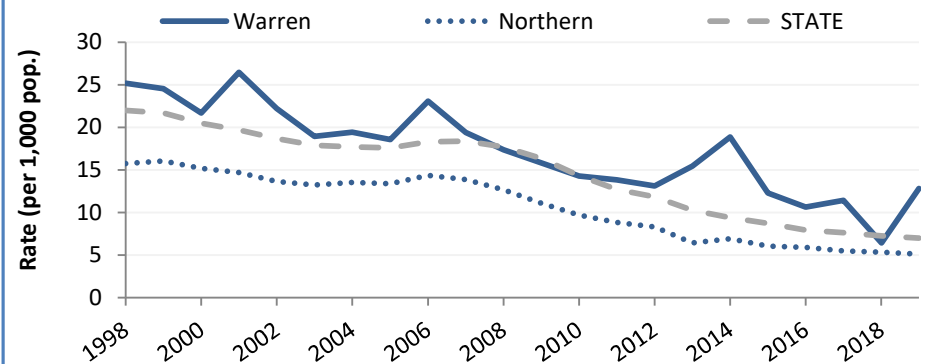
Source: Virginia Department of Health. Records of live births in 2015-2019 (combined) among unmarried women 15-44 years and teens 10-19 years by mother's race. Teen birth rate is per 1,000 population.

Non-Marital Births in Locality, 1998-2019



Source: VDH, Division of Health Statistics. Refers to live births to females aged 15-44 years.

Teen Birth Rate in Locality, 1998-2019



Source: VDH, Division of Health Statistics. Refers to live births to females aged 10-19 years.

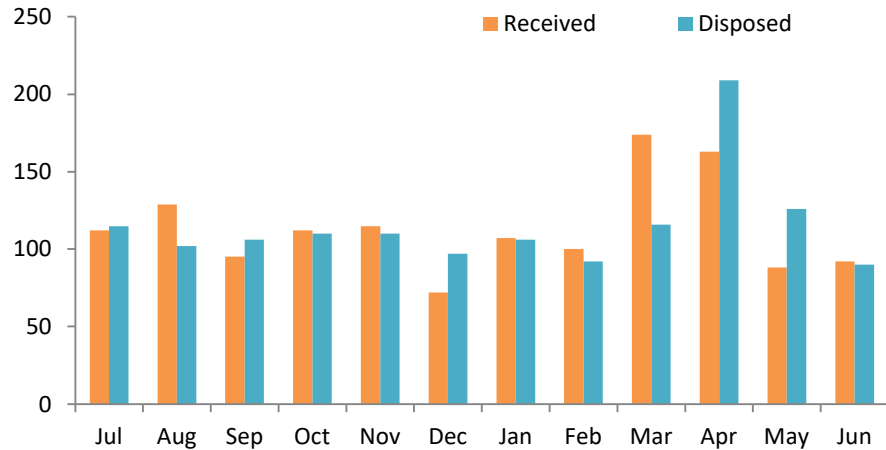
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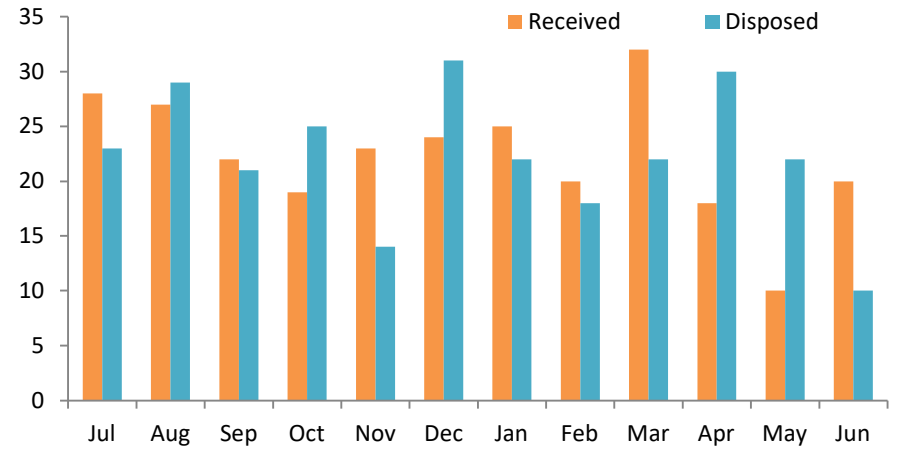
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Region: **Northern**

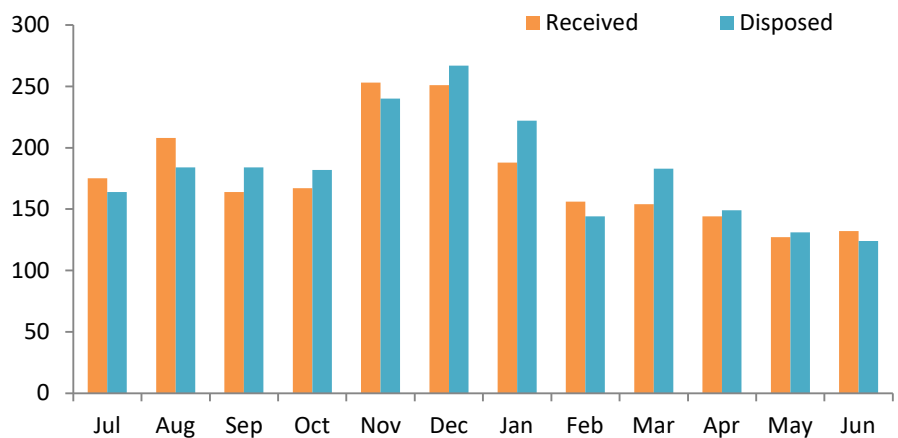
SNAP Applications Received & Disposed in Locality, SFY 2020



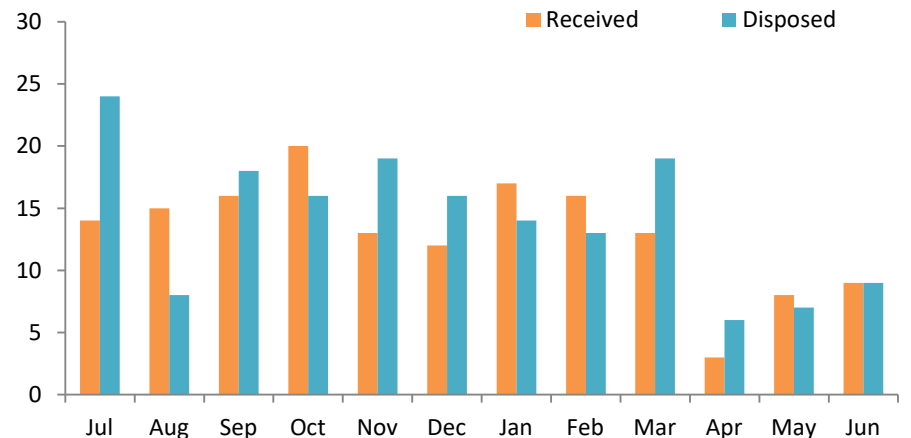
TANF Applications Received & Disposed in Locality, SFY 2020



Medicaid Applications Received & Disposed in Locality, SFY 2020



Child Care Applications Received & Disposed in Locality, SFY 2020



Local Department of Social Services Profile Report, SFY 2020

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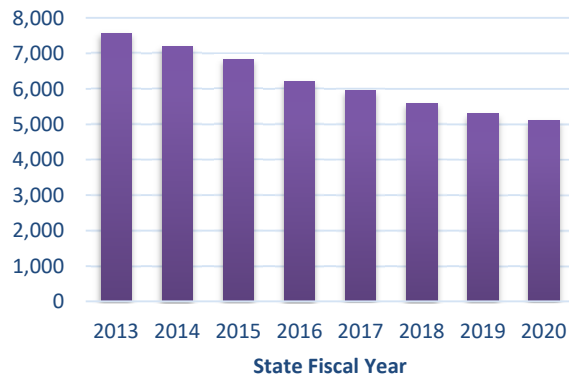
Benefit Clients Served by State Fiscal Year	Benefit Program ¹				Child Care ³	
	SNAP	TANF	Medicaid	Program ²	Families	Children
2013	7,566	554	6,613	9,625	N/A	N/A
2014	7,184	531	6,681	9,389	112	178
2015	6,824	456	7,196	9,584	150	240
2016	6,201	440	7,352	9,337	159	265
2017	5,949	374	7,681	9,326	155	245
2018	5,588	398	7,649	8,899	145	231
2019	5,293	431	8,602	9,391	126	206
2020	5,105	370	9,627	10,220	113	187

10,220

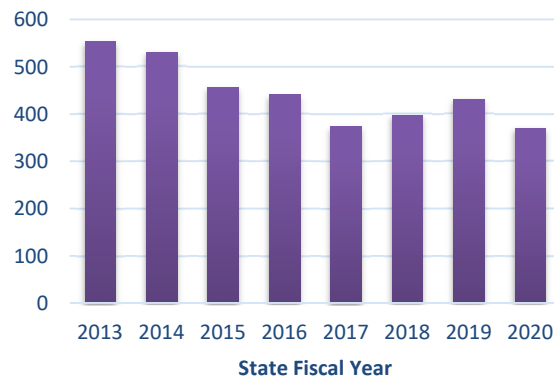
Residents who received benefits (SNAP, TANF or Medicaid) in SFY 2020

¹ Source: Data Warehouse, "Client Cross-Program Locality Yearly Analysis" (2012-2016 data come from ADAPT; 2017-2020 data from VaCMS). Unduplicated annual count within locality. Refers to "eligible" household members. **FY 2019 counts updated.** ² Received SNAP, TANF and/or Medicaid during the year. ³ Source: VaCMS, "Children and Family Counts -- Expenditure by Budget Line" (not available prior to FY 2013).

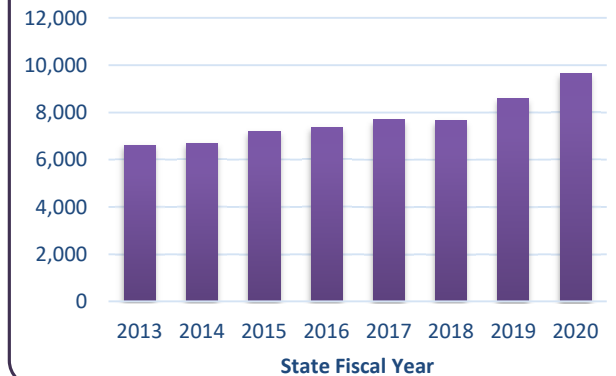
SNAP Clients in Locality



TANF Clients in Locality



Medicaid Clients in Locality



Benefit Client Demographics (SFY 2020)	By Age Group				Gender		Race			Hispanic Ethnicity
	0-17 years	18-34 years	35-64 years	65+ years	Female	Male	White	Black	Other	
Any Benefit Program ¹	4,130	2,425	2,945	719	5,579	4,641	8,658	1,092	261	317
SNAP	2,245	1,083	1,479	298	5,105	5,105	4,346	646	111	159
TANF	263	84	23	0	209	161	289	69	12	15
Medicaid	3,934	2,283	2,731	678	5,309	4,318	8,165	1,011	242	300
Child Care	< 2 years	2-3 years	4-5 years	6-17 years	Female	Male	White	Black	Other	Hispanic
	19	42	47	86	74	120	147	45	2	5

Sources: VaCMS, Client Cross-Program Locality Yearly Analysis. ¹ Unduplicated number of clients who received SNAP, TANF, and/or Medicaid (excl. Child Care). Note: Refers to eligible clients (excl. deemed and included clients). "Other" race includes Asians, Hawaiian/Pacific Islanders and American Indian/Alaskan Natives. Hispanic ethnicity is not mutually exclusive of race.

Local Department of Social Services Profile Report, SFY 2020

Locality Name: **Warren** FIPS: **187** Region: **Northern**

Households (Cases) Served by Year	Benefit Program ¹			Energy Assistance (EA) ²		
	SNAP	TANF ³	Medicaid	Fuel	Cooling	Crisis
2010	2,792	267	3,307	NA	NA	NA
2011	3,104	263	3,552	NA	NA	NA
2012	3,241	254	3,749	NA	NA	NA
2013	3,377	249	3,974	661	248	106
2014	3,289	243	4,010	584	244	119
2015	3,091	205	4,164	575	248	111
2016	2,785	192	4,132	531	235	56
2017	2,663	124	3,971	469	231	65
2018	2,480	155	4,167	465	223	73
2019	2,439	157	4,905	471	232	79
2020	2,378	137	5,756	454	264	54

¹ Sources: ADAPT (SNAP & TANF, SFY 2010-2020); MMIS (Medicaid, SFY 2010-2016); VaCMS (all programs, 2017-2020). Represent unduplicated cases within locality by SFY.

² EA Case (Household) Counts Agency Summary Reports (2013-2016) & VaCMS EAP Program Effectiveness Reports (FFY 2017-2020). ³ Re: 2017, see caution note on "TANF Cases-Annual" tab.

Family Services Clients	Total Recipients	Race				Age Group (years)				
		White	Black	Other	Unknown	0-5	6-10	11-15	16-18	19+
Children in foster care (as of 9/30/2020)	26	19	3	4	0	5	8	10	3	0
Children exited to adoption (FFY 2020)	1	1	0	0	0	0	0	1	0	0
Children receiving adoption assistance	47	37	4	6	0	4	9	24	7	3

Sources: Division of Family Services, VCWOR/OASIS. "Children in Foster Care" is a point-in-time count as of 9/30/2020. "Children Exited to Adoption" is reported for the federal fiscal year, ending September 30. "Children Receiving Adoption Assistance": children receiving adoption services as of 12/1/2020. Clients with missing race are included in total counts.

Child Protective Services (CPS)	Total Children	Race/Ethnicity*				Age Group (in years)				
		White	Black	Other	Unknown	Hispanic	Under 4	4 to 11	12 to 17	Unknown
Children in CPS referrals (SFY 2020)	884	712	90	12	114	40	200	348	222	114

Source: DFS, VCWOR/OASIS, "Children in CPS Referrals". *Child may belong to more than one race. Hispanic origin is not mutually exclusive from race. Race subtotals do not add up to Total Children.

Adult Protective Services (APS)(SFY 2020)	Total Reports	Race				Age			Sex		
		White	Black	Other race	Unknown	18-59	60 and older	Unknown	Male	Female	Transgender
Adults (subjects of reports)	238	178	15	0	45	36	175	18	132	105	0

Source: DARS, Adult Protective Services Division, PeerPlace. "Other race" category includes people who are multi-racial.

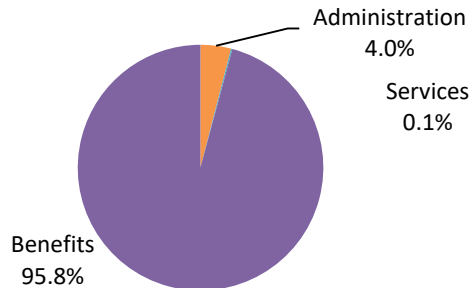
Local Department of Social Services Profile Report, SFY 2020

Locality Name: **Warren**

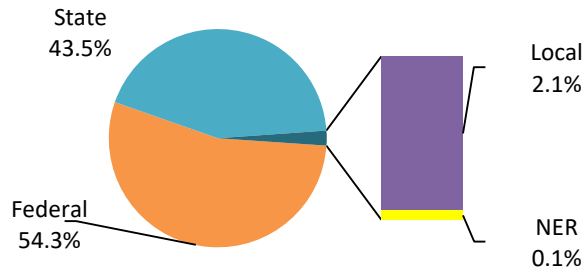
FIPS: **187**

Region: **Northern**

Social Services Spending in Locality, SFY 2020



Total Social Services Spending by Funding Source in Locality, SFY 2020



**Social Services Spending, SFY 2020
Warren**

	Federal	State	Local	NER	All Sources
Administrative costs	\$1,501,478	\$501,856	\$805,776	\$90,696	\$2,899,806
Staff and operations ¹	\$1,451,648	\$501,856	\$755,946	\$20,947	\$2,730,396
Other expenses ²	\$49,830	\$0	\$49,830	\$69,749	\$169,410
Admin costs - % by Funding Source	52%	17%	28%	3%	100%
Admin costs - % Total SS spending	4%	2%	54%	100%	4%
Services purchased for clients³	\$28,839	\$53,664	\$15,327	\$0	\$97,829
Services - % by Funding Source	29.5%	54.9%	15.7%	0.0%	100%
Services - % Total SS spending	0.1%	0.2%	1.0%	0%	0%
Client Benefits Spending⁴	\$37,570,917	\$30,795,139	\$661,857	\$0	\$69,027,913
Medicaid & FAMIS ⁵	\$30,244,970	\$28,906,981	\$36,577	N/A	\$59,188,528
SNAP	\$5,986,831	N/A	N/A	N/A	\$5,986,831
TANF	\$121,693	\$179,857	\$0	\$0	\$301,550
Energy Assistance	\$287,013	N/A	N/A	N/A	\$287,013
Foster care/adoption ⁶	\$388,061	\$520,833	\$0	\$0	\$908,894
Children's Services Act ⁷	\$0	\$985,185	\$604,945	\$0	\$1,590,131
Child Care ⁸	\$543,795	\$122,335	N/A	N/A	\$666,130
Other Benefits ⁹	-\$1,446	\$79,948	\$20,334	\$0	\$98,836
Benefits - % by Funding Source	54%	45%	1.0%	0.0%	100%
Benefits - % Total SS spending	96%	98%	45%	0%	96%
Total SS Spending	\$39,101,233	\$31,350,659	\$1,482,960	\$90,696	\$72,025,548
SS Funding - % by Funding Source	54%	44%	2%	0%	100%

Source: LASER, Statewide Summary. NER = Local non-reimbursable costs. Costs rounded to whole dollars.

\$72,025,548

Total amount spent on
Social Services in the
locality (SFY 2020)

\$1,573,656

Total amount spent on Social
Services contributed by the
locality in SFY 2020 (incl.
NER costs)

Social Services Staffing (as of 9/30/2020)				Division			TOTAL
	Direct	Indirect	NER	Admin	Benefits	Services	
Number of Filled Positions	30	9	0	7	21	11	39
Number of Unfilled Positions	8	4	0	1	7	4	12
Total Number of Positions	38	13	0	8	28	15	51
Percent of Positions Unfilled	21%	31%	NA	13%	25%	27%	24%
Pct. of Positions Unfilled-Statewide	17%	16%	21%	19%	17%	16%	17%

Source: LETS, Position Reimbursement And Status Report for State (10/1/2020 report). Refers to number of positions regardless of percent of time assigned, as of 9/30/2020. Invalid filled positions and voluntary positions are excluded. NER= Not eligible for reimbursement.

Local Department of Social Services Profile Report, SFY 2020

Locality Name: **Warren**

FIPS: **187**

Region: **Northern**

AGENCY BACKGROUND - NOTES:

¹ Refers to the local agency's level or size, varying from I (one) to III (three), with III being the largest. Last verified 12/28/2020.

² Refers to the local department's HR policy deviation from VDSS policies: jurisdiction-wide deviation (local policies only), Non-deviating , or partial deviating. Last verified 12/28/2020.

³ Refers to the local agency's level of IT support from VDSS.

⁴ Refers to the local agency's board type (administrative vs. advisory); for advisory boards, administrative entity is also stated. Last verified 12/28/2020.

Total Social Services Spending, SFY2020

Notes: Budget line (BL) key for spending categories.

- (1) Local staff and operations: 849 (Staff & Operations: No Local Match), 850 (outstationed eligibility staff), 855 (staff & operations base budget), and 858 (staff & operations pass through).
- (2) Other operational expenses: 000 (Miscellaneous) and 843 (Central Service Cost Allocation).
- (3) Services purchased for clients: 217 (Guardianship Petitions), 824 (Other purchased services), 829 (Family Prevention, or SSBG), 830 (Child Welfare Substance Abuse Services), 833 (Adult Services), 844 (SNAPET Purchased Services), 861 (Independent Living Program - E&T Vouchers), 862 (Independent Living Program - Basic Allocation), 864 (Respite Care for Foster Families), 865 (SNAPET ABAWD Purchase Service Pledge), 866 (Family Preservation/Support - Purchased Services), 871 (TANF/VIEW -Working, Transitional Child Care), 872 (VIEW), 873 (IV-E Foster/Adoptive Parent Training - enhanced rate), 875 (IV-E Foster/Adoptive Parent Training - admin rate), 878 (Head Start Transition to Work Child Care), 881 (Fee for Child Care - Matching), 883 (Fee for Child Care - 100% Federal), 888 (Non-VIEW Repayment of VACMS), 889 (VIEW Repayment of VaCMS), 890 (Child Care Quality Initiative Program), and 895 (Adult Protective Services).
- (4) Medicaid, FAMIS, SNAP, TANF/TANF UP, Energy Assistance, Foster Care/Adoption, CSA, and Child Care are coming from Section III - Statewide Benefit Payments of the LASER report. Refugee Assistance payments are made at Local Health Districts, not LDSS.
- (5) Medicaid and FAMIS are combined. The SLH program was not funded in FY 2020.
- (6) Foster care & adoption benefits: 811 (IV-E Foster Care), 812 (IV-E Adoption Assistance), 814 (Fostering Futures Foster Care Assistance), 815 (Fostering Futures Federal Adoption Assistance), 816 (International Home Studies), 817 (Special Needs Adoptions), 818 (Fostering Futures State Adoption Assistance), 820 (Adoption Incentives), and 822 (Kinship Guardianship Assistance).
- (7) CSA Costs are paid at the local level with reimbursement from the State Children's Services Act.
- (8) For FY 2020, Child Care provider payments are made by VDSS through VACMS.
- (9) Other Benefit Payments: 804 (Auxiliary Grant), 807 (Auxiliary Grant Program), 808 (TANF - Manual checks), 813 (General Relief), 819 (Refugee Cash Assistance), 848 (TANF-UP - Manual checks), and 867 (TANF - Competitive Grant).