

ALBEMARLE COUNTY DEPARTMENT OF SOCIAL SERVICES
ADVISORY BOARD MEETING
December 12th, 2024

Chair: Mary McIntyre
Vice Chair: Amy Laufer

Present: Mary Stebbins, Kaki Dimock, Natalie Detert, Willie Mae Gray, Mary McIntyre, Sarah Harris.

Absent: Wanda Hoerman, Amy Laufer, Alice Micklem, the Scottsville seat is still vacant.

Mary McIntyre Chair called the meeting to order at 3:39 PM

Agenda Item: Approval of the October 2023 Minutes

Discussion: Mary McIntyre asked for approval of the October minutes. She corrected how to properly spell her name.

Action: Sarah Harris made a motion to approve, and Willie Mae Gray seconded. October minutes approved.

Agenda Item: Business from the Chief Human Services Officer– Information Items

Discussion: Kaki talked about a successful Wellness Day at Walnut Creek Park for DSS employees. This year had about 135 people who came out and enjoyed numerous activities. There were nature walks, art therapy, hiking, baking contest, massage chairs, and dancing. There were also giveaways of trucker hats and lavender scented stress balls. She talked about the Class and Compensation increase of 2% effective January 1. There will be continued changes to meet the philosophy of the Class and Compensation study. Mary McIntyre asked how are they describing the additional percentage based on how long they have been there? Kaki answers with Time in Seat. It is a 1% increase per year for the first 4 or 5 years and then .5% per 5 years and .25% after that. Kaki talked about the Agency Budget Review team process and how there was an increase of applications for non-profit funding. Sarah Harris asked if Bright Stars waiting list, is that something that we can advocate for from ACPS perspective, if they can open more space in their buildings for it? What is the best advocacy route to create space for Bright Stars and the families that need it. Mary Stebbins states she does not know the answer but there are a certain number of seats allotted by the state.

Action: informational

Agenda Item: Annual Report for DSS Advisory Board

Discussion: Kaki suggested presenting the annual budget report during the budget meeting. Kaki stated it could be submitted to the Clerk's office by submitting a report, sending an email to

the board, or a presentation. Mary McIntyre suggests visuals or slides would be nice. Kaki showed the presentation from last year to give ideas for this year's report. Along with slides, also mentioned that a published book with information and graphs should be included in the report. Testimonials for the actual presentation would be helpful. Mary McIntyre is willing to present the budget to the board. Kaki mentioned working with Katie Batten and Tammy Critzer who creates the bulk of the data, then doctoring it with stories for a power point and look at it for the January meeting.

Action: informational

Agenda Item: Strategic Plan Reporting

Discussion: DSS and the board focused on board goals. Revised their goals to really reflect the work that we do. The first board goal is to nurture a safe and healthy community, design programs and services that promote an equitable, engaged, and resilient community, invest in infrastructure and amenities that create connection opportunities and wellbeing. Support exceptional education opportunities. Recruit and retain an engaged public servant who provides quality government services to advance our mission. Each goal has specific strategies to attain each goal. DSS asked their staff to identify what opportunities they saw to meet the focus areas that the board met. Kaki showed a document created by Katie Batten that shows the staff's goals in order to meet the board goal. There were numerous examples presented. Kaki agreed to share the visual document with the board.

Agenda Item: Business from the Board-Open

Discussion: Mary McIntyre asked is there a way to simplify the free and reduced lunch paperwork for school families since they already qualify for SNAP and/or other DSS benefits. She suggests that this is a barrier for families and this process is overwhelming. The board explains that there are rules that the state sets. The board will check with Wanda Hoerman if anything can be done to help with this issue. Next meeting is scheduled for January 16th.

Action: informational

Message Out:

Meeting adjourned at 4:51 PM

The next Advisory Board meeting will be in person the third Tuesday of the month, January 16, at 3:30 PM in Room 231