

# SEPTEMBER

# BOARD

# MEETING



**HENRY-MARTINSVILLE SOCIAL SERVICES BOARD**  
**AGENDA**  
**September 22<sup>nd</sup>, 2025**

- \* **Call to Order**
- \* **Roll Call**

- I. Approval of Minutes**
- II. Approval and/or Changes/Additions to Agenda**
- III. Reports of Committees**
- IV. Review and Approval of Administrative Bills and Expenditures**
  - A. Monthly Bills and Expenditures
- V. Old Business**
- VI. New Business**
  - A. EFC Contest
- VII. Reports**

<b>Benefits</b> <ul style="list-style-type: none"><li>A. Benefit Statistics</li><li>B. SNAP Participation Report</li><li>C. VIEW Report</li></ul>	<ul style="list-style-type: none"><li>D. Employment Services &amp; Benefits Trends</li><li>E. Fraud Report</li></ul>
<b>Services</b> <ul style="list-style-type: none"><li>A. Service Statistics</li><li>B. Emergency Services Report</li></ul>	<b>Others</b> <ul style="list-style-type: none"><li>A. Reception Log Report</li><li>B. DSS Check-In – Wait Time Report</li></ul>
- VIII. General Information**
- IX. Board Comments**
- X. Public Comments**
- XI. Closed Session per Code of Virginia 2.2-3711 (A) (1)**
  - A. Personnel
- XII. Adjournment**

# MINUTES

## **MINUTES**

### **A. August 2025 Minutes**

**HENRY-MARTINSVILLE BOARD OF SOCIAL SERVICES MINUTES**  
**August 25<sup>th</sup>, 2025**

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**CALL TO ORDER:** The meeting was called to order by Kennedy.

**ROLL CALL:** Director Amy Rice called the roll. There were six (6) board members in attendance: Paul Kennedy, Andrea Robertson, Richard Harris, Jean Odachowski, Sarah Taylor, and Ricky Walker. Dr. Holland and Willie Scales were absent. We are one member short of a full Board. Others present: Director Amy Rice, Assistant Director of Services April Evans, Assistant Director of Benefits Lisa Thompson, Administrative Services Manager Susanna Lawrence, Benefit Programs Specialist IV Rhonda Pruitt and Administrative Programs Assistant Randall Taylor.

**APPROVAL OF MINUTES:** Motion by Odachowski, seconded by Walker, to approve the minutes as amended of the July 2025 board meeting. Vote – Unanimous.

**APPROVAL AND/OR CHANGES/ADDITIONS TO AGENDA:**

Amy Rice stated the only change to the agenda was to add cases matter for the closed session.

**Motion** by Odachowski, seconded by Harris, to approve the agenda. Vote – Unanimous.

**REPORTS OF COMMITTEES:** There were no “Committee Reports”.

**REVIEW AND APPROVAL OF ADMINISTRATIVE BILLS AND EXPENDITURES:**

Administrative Services Manager Susanna Lawrence reviewed the Bills and Expenditures for the month ending July 31<sup>st</sup>, 2025, stating we have spent 14% on allocations for report #1 and 11% for report #2. There was 1 adjustment for B/L 855 for \$4,500 for 15 Family Partnership Meetings for the period 3/1/2025 to 5/31/2025. We had total net expenditures of \$847,219.13 for the month of July, which was higher than average due to a one-time 1.5% bonus issued to employees July 1<sup>st</sup>.

**Motion** by Odachowski, seconded by Robertson, to pay the bills. Vote – Unanimous.

**HENRY-MARTINSVILLE BOARD OF SOCIAL SERVICES MINUTES**  
**August 25<sup>th</sup>, 2025**

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**OLD BUSINESS:** There was no “Old Business” to report.

**NEW BUSINESS:**

**A. Benefit Program Unit Board Training**

Benefit Program Specialist IV (BPS IV) Rhonda Pruitt reviewed the composition and details of the Training Unit for Benefit Programs. The unit was formed in late 2024 to ensure that everyone hired as a Benefit Program Specialist had sufficient training and felt confident following the training period, increasing retention for DSS.

The unit supervisor is Brandy Covington, who has been with the agency for over 10 years and previously was a BPS IV with the intake unit. Rhonda Pruitt is the BPS IV for the training unit, previously being a BPS IV with one of the ongoing benefits teams and has been with the agency since 2016. The unit has had 1 member graduate with another 3 graduating to ongoing benefits teams in September, and 2 graduating in November. There are 4 other new hires currently with the unit. The training plan was reviewed detailing the individual steps as each member progresses through the training curriculum.

**REPORTS:**

**Benefits** – Reviewed by Assistant Director of Benefits Lisa Thompson to include the following statistics for July 2025:

The July 2025 Childcare compliance rate was 93.5%; the Medicaid compliance rate was 95.5%; the SNAP compliance rate was 98.9% with SNAP issuance for the month of March 2025 at \$2,246,488; and the TANF compliance rate was 100.0%.

The July 2025 Benefit Programs Unit Overview included Intake Unit currently has 10% vacancy rate, with 4 members in the training unit. Ongoing consists of 2 units, and currently there are 7 vacancies for a 29% vacancy rate with 2 members in the training unit. Specialty Unit currently has 30% vacancy rate. The Employment Services Unit has a 0% vacancy rate and is fully staffed.

The July 2025 VIEW Participant Profile report reflected 78 VIEW and VIEW Transitional participants.

The July 2025 Employment Services report reflected 385 Day Care cases; 78 VIEW cases; and 14 SNAPET cases. There is currently a waiting list for Day Care services. The July 2025 Benefit Programs report reflected 23,933 Medicaid cases; 14,047 SNAP cases; and 379 TANF cases.

The July 2025 Fraud report reflected \$13,065.00 in cost savings of finalized investigations; and \$1,994.20 in recoupment, with cash payments of \$325.00, and Restoration offset of \$676.95, and \$39.49 in expunged benefits, for total of \$3,035.64 in agency restitution.

**HENRY-MARTINSVILLE BOARD OF SOCIAL SERVICES MINUTES**  
**August 25<sup>th</sup>, 2025**

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**Services** – Director Amy Rice reviewed information regarding CPS referral data for the year of 2024. For the 2024 calendar year, 894 total CPS complaints were received. 346 (39%) of those complaints were accepted. 566 (63%) CPS complaints were screened out. Of those 566 (63%) complaints, 188 (21%) were automatically screened out due to not meeting VDSS policy to be validated. These include inadequate information, duplicate referrals, not in a caretaker role, out of state, or other. 378 (42%) were screened out due to not meeting the definition of Abuse or Neglect. The Intake FSS uses the VDSS Structured Decision-Making Tool and applies policy to determine validity. An upcoming board training on the CPS referral screening process in a future board meeting.

Reviewed by Assistant Director of Services April Evans to include the following statistics for July 2025:

Foster Care Unit: Number of Children in Foster Care – 74; Monthly Foster Care Visits Required – 99%; Monthly Foster Care Visits in Residence – 63%; Congregate Care Placements – 12 at 19%; Kinship Fictive Placements - 15%, Approved Foster Homes – 18 homes; and the Foster Care Vacancy Rate is 38% with 3 vacancies.

Child Protective Services Unit: Total CPS Complaints – 52; CPS Investigations/Family Assessments (Valid) – 20; CFSR Timeliness of First Contact with Victim – 33 at 87%; CPS Referrals Closed Before Due Date – 6 at 33%; and the CPS Vacancy Rate is 33% with 3 vacancies.

Family Preservation Unit: Family Preservation Cases – 45; In Home Case Contacts Made – 53 at 98%; Family Support Case Contacts Made – 81 at 88%; Current Service Plans – 10 at 90%; and the Family Preservation Vacancy Rate is 25% with 2 vacancies.

Adult Protective Services Unit: APS Valid Complaints – 61; APS Invalid Complaints – 9; Timeliness of Investigation Initiation – 52 at 100%; Timeliness of Disposition – 49 at 98%; Ongoing APS Monthly Contact Compliance – 0 at 100%, there are no ongoing cases at this time; and the Adult Services Unit remains fully staffed.

Purchased Services: Adult Services/Companion – 1 case; VIEW Purchased – 24 cases; SNAPET Purchased – 0 case; Adult Protective Services – 2, and Family Preservation – 19 cases; for a total of 46 Purchased Services.

Emergency Intake Report: There were 27 clients seen for the City of Martinsville with a total of \$1,141.24 in expenditure leaving a balance of \$19,774.76. There were 25 clients seen for Henry County with a total of \$2,064.78 in expenditure, leaving a balance of \$21,706.22.

**HENRY-MARTINSVILLE BOARD OF SOCIAL SERVICES MINUTES**  
**August 25<sup>th</sup>, 2025**

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**Other Reports** – Reviewed by Administrative Services Manager Susanna Lawrence to include the following statistics for July 2025:

Reception Log Report – For the month of July 2025, we had 2702 visitors in the agency for an average of 123 per day; we received 3,840 incoming phone calls; and we issued 361 EBT cards.

DSS Check-In Wait Time Report – For the month of July 2025, the average wait time was 5.55 minutes.

**GENERAL INFORMATION** – There was no “General Information” to report.

**BOARD COMMENTS** – There were no “Board Comments” this month.

**PUBLIC COMMENTS** – There were no “Public Comments” this month.

**CLOSED SESSION:**

**Motion** by Odachowski, seconded by Harris, to adjourn to Closed Session per Code of Virginia 2.2-3711 (A) (1) and 2.2-3711 (A) (4) for the purpose of discussing Personnel Matters and Cases. Vote– Unanimous.

**Motion** by Odachowski, seconded by Harris, to reconvene in General Session. Vote – Unanimous

**HENRY-MARTINSVILLE BOARD OF SOCIAL SERVICES MINUTES**  
**August 25<sup>th</sup>, 2025**

**Page 5:**  
**Closed Session Continued-**

**CERTIFICATION OF CLOSED SESSION: WHEREAS**, The Henry-Martinsville Board of Social Services has convened in the closed meeting on this date pursuant to an affirmative recorded vote, and in accordance with the provision of the Virginia Freedom of Information Act, and **WHEREAS**, 2.2-3711 (A) (1) and 2.2-3711 (A) (4) of the Code of Virginia required certification by the Henry-Martinsville Department of Social Services that such a closed meeting was conducted in conformity with Virginia Law. **NOW THEREFORE BE IT RESOLVED** that to the best of each member's knowledge; (i) only public business matters lawfully exempt from open meeting requirements by Virginia Law were discussed in the closed meeting to which this certification resolution applies and (ii) only such business matters were identified in the motion convening the closed meeting were heard, discussed, or considered by The Henry-Martinsville Board of Social Services.

**Motion** by Odachowski, seconded by Taylor to approve the adoptions for Case #21178048. Vote - Unanimous

**ADJOURNMENT:**  
The meeting adjourned at 3:45 p.m.

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Paul Kennedy, Board Chair

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Randall Taylor, Recorder

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Amy W. Rice, Director

REPORTS  
OF  
COMMITTEES

BILLS

&

EXPENDITURES

## **BILLS AND EXPENDITURES**

### **A. Monthly Bills and Expenditures**

## REPORT #1

 LOCAL APPROVED  
 HENRY-MARTINSVILLE SOCIAL SERVICES  
 2025/2026 TOTAL BUDGET

FOR THREE MONTHS ENDED 08/31/25

CATEGORIES	2025/2026 TOTAL BUDGET									
	LOCAL	LOCAL	LOCAL	STATE	PROJECTED	ACTUAL	UNDER	UNEXPENDED	STATE	
	APPROVED	CHANGES	REVISED	ALLOCATIONS	EXPENDITURES	EXPENDITURES	BUDGET	BUDGET	BALANCE	% SPENT
AUXILIARY GRANTS	H	235,000		235,000	232,450	58,750	48,377	10,373	186,623	184,073 21%
AUXILIARY GRANTS	M	130,000		130,000	128,113	32,500	32,832	(332)	97,168	95,281 25%
AUXILIARY GRANTS - SUPP HOUSING	H	15,000		15,000	15,250	3,750	3,960	(210)	11,040	11,290 26%
AUXILIARY GRANTS - SUPP HOUSING	M	32,000		32,000	30,933	8,000		8,000	32,000	23,304 0%
REFUGEE CASH ASSISTANCE	M				8,732	-	-	-	-	8,732
TANF EMERGENCY ASSISTANCE	H				1,500	-	-	-	-	1,500
TANF EMERGENCY ASSISTANCE	M				1,500	-	-	-	-	1,500
TANF MANUAL	H	1,000		1,000	1,000	250	-	250	1,000	1,000 0%
TANF MANUAL	M	1,000		1,000	1,000	250	-	250	1,000	1,000 0%
TANF - WORKING PARENTS	H	1,000		1,000	1,000	250	-	250	1,000	1,000 0%
TANF - WORKING PARENTS	M	1,000		1,000	1,000	250	-	250	1,000	1,000 0%
IVE - FOSTER CARE	H	730,000		730,000	404,408	182,500	62,067	120,433	667,933	342,341 9%
IVE - FOSTER CARE LOCAL ONLY*	H					-	8,525	(8,525)	(8,525)	(8,525)
IVE - FOSTER CARE	M	95,000		95,000	5,230	23,750	4,643	19,107	90,357	587 5%
IVE - FOSTER CARE LOCAL ONLY*	M						-	-	-	-
FOSTERING FUTURES FOSTER CARE	H	43,000		88,000	85,315	22,000	48,592	(26,592)	39,408	36,723 55%
FOSTERING FUTURES FOSTER CARE	M	3,000		3,000	620	750	615	135	2,385	5 21%
STATE ADOPTION ASST-SPEC NEED	H	80,000		80,000	62,939	20,000	15,818	4,182	64,182	47,121 20%
STATE ADOPTION ASST-SPEC NEED	M	10,000		10,000	-	2,500	-	2,500	10,000	- 0%
ADOPTION SUBSIDY FEDERAL IV-E	H	1,250,000		1,250,000	1,210,091	312,500	312,481	19	937,519	897,610 25%
ADOPTION SUBSIDY FEDERAL IV-E	M	51,000		51,000	31,381	12,750	8,334	4,416	42,666	23,047 16%
EMERGENCY FUND*	H	23,771		23,771	-	3,962	3,256	706	20,515	- 14%
EMERGENCY FUND*	M	21,066		21,066	-	3,511	2,385	1,126	18,681	- 11%
FUEL - LOCAL ONLY*	H	-		-	-	-	-	-	-	-
FUEL - LOCAL ONLY*	M	-		-	-	-	(230)	230	230	-
ADMIN - BASE POOL FUND	H-M	7,032,565		7,032,565	7,142,359	1,758,141	1,685,028	73,113	5,347,537	5457331 24%
ADMIN - NO LOCAL MATCH	H-M	388,313		388,313	346,211	97,078	109,624	(12,546)	278,689	236587 28%
ADMIN - NO LOCAL NON GOV'T PIPP	H-M				66,164	-	11,868	(11,868)	(11,868)	54296
PASS-THROUGH ADMINISTRATION	H-M	807,058		807,058	132,382	201,765	-	201,765	807,058	132,382 0%
OUT STATION ELIG PASS-THRU	H-M	66,175		66,175	-	16,544	-	16,544	66,175	- 0%
COM BOARD/AWARD PRG*	H-M	9,043		9,043	-	1,507	1,148	359	7,895	- 13%
LOCAL ONLY - TRAVEL/OTHER*	H-M	4,410		4,410	-	735	554	181	3,856	- 13%
PURCHASED SER - ALL	H	388,231		388,231	180,893	97,058	38,651	58,407	349,580	117,540 10%
PURCHASED SER - ALL	M	166,472		166,472	124,262	41,618	7,266	34,352	159,206	99,947 4%
							-			
TOTAL		11,585,104	-	11,630,104	10,214,733	2,902,669	2,405,794	496,875	9,224,310	7,766,672 21%

REPORT #2											
LOCAL APPROVED											
HENRY-MARTINSVILLE SOCIAL SERVICES											FOR THREE MONTHS ENDED 08/31/2025
2025/2026 TOTAL LOCAL SHARE BUDGET											
CATEGORIES		LOCAL APPROVED	LOCAL CHANGES	LOCAL REVISED	STATE ALLOCATIONS	PROJECTED EXPENDITURES	ACTUAL EXPENDITURES	(OVER) UNDER BUDGET	UNEXPENDED BUDGET	STATE BALANCE	% SPENT
AUXILIARY GRANTS	H	46,490		46,490	46,490	7,748	9,675	(1,927)	36,815	36,815	21%
AUXILIARY GRANTS	M	25,623		25,623	25,623	4,271	6,566	(2,296)	19,057	19,057	26%
AUX GRANT SUPPORTIVE HOUSING	H	3,050		3,050	3,050	508	792	(284)	2,258	2,258	26%
AUX GRANT SUPPORTIVE HOUSING	M	6,187		6,187	6,187	1,031	1,527	(496)	4,660	4,660	25%
TANF	H	-		-	-	-	-	-	-	-	-
TANF	M	-		-	-	-	-	-	-	-	-
TANF - WORKING PARENTS	H	-		-	-	-	-	-	-	-	-
TANF - WORKING PARENTS	M	-		-	-	-	-	-	-	-	-
TANF - FOSTER CARE	H	-		-	-	-	-	-	-	-	-
TANF - FOSTER CARE LOCAL ONLY	H	-		-	-	-	8,525	(8,525)	(8,525)	(8,525)	
TANF - FOSTER CARE	M	-		-	-	-	-	-	-	-	-
TANF - FOSTER CARE LOCAL ONLY	M	-		-	-	-	-	-	-	-	-
SPECIAL NEEDS ADOPTIONS	H	-		-	-	-	-	-	-	-	-
SPECIAL NEEDS ADOPTIONS	M	-		-	-	-	-	-	-	-	-
ADOPTION SUBSIDY	H	-		-	-	-	-	-	-	-	-
ADOPTION SUBSIDY	M	-		-	-	-	-	-	-	-	-
EMERGENCY FUND*	H	23,771		23,771	-	1,981	3,256	(1,275)	20,515	-	14%
EMERGENCY FUND*	M	21,066		21,066	-	1,756	2,385	(630)	18,681	-	11%
FUEL - LOCAL ONLY	H	-		-	-	-	-	-	-	-	-
FUEL - LOCAL ONLY	M	-		-	-	-	(230)	230	230	-	-
ADMIN BASE POOL FUND	H-M	1,106,368		1,106,368	1,106,368	184,395	261,179	(76,784)	845,189	845,189	24%
PASS THROUGH ADMIN	H-M	531,156		531,156	87,372	88,526	-	88,526	531,156	87,372	0%
ELIG OUT STATION PASS THRU	H-M	-		-	-	-	-	-	-	-	-
COMP BOARD/AWARD PROGRAM *	H-M	9,943		9,943	-	829	1,148	(319)	8,795	-	12%
LOCAL ONLY - TRAVEL/OTHER*	H-M	3,510		3,510	-	293	554	(262)	2,956	-	16%
PURCHASED SER - ALL	H	35,441		35,441	21,660	5,907	4,967	940	30,474	16,693	14%
PURCHASED SER - ALL	M	22,903		22,903	18,581	3,817	1,126	2,691	21,777	17,455	5%
<b>TOTAL</b>		<b>1,835,508</b>		<b>1,835,508</b>	<b>1,315,331</b>	<b>301,061</b>	<b>301,470</b>	<b>(410)</b>	<b>1,534,038</b>	<b>1,020,974</b>	<b>16%</b>



**HENRY COUNTY**  
**ADMINISTRATIVE MONTHLY EXPENDITURE REPORT**  
**BY ACCOUNT**  
**FOR THE MONTH OF AUGUST 2025**

ACCOUNT NAME	EXPEND ITURES	ADJUSTMENTS / REIMBURSE	CANCELLED WARRANTS	NET EXPENDITURES
51100 - SALARIES	383,023.68	0.00	0.00	383,023.68
51200 - SALARIES & WAGES - OVERTIME	4,004.52	0.00	0.00	4,004.52
51300 - PART TIME SALARY	6,563.62	0.00	0.00	6,563.62
52100 - FICA/MEDI	29,181.35	0.00	0.00	29,181.35
52210 - RETIREMENT	53,935.60	0.00	0.00	53,935.60
52300 - HEALTH	63,035.79	0.00	0.00	63,035.79
52410 - GROUP LIFE	4,401.05	0.00	0.00	4,401.05
52500 - LTD CORE	1,663.65	0.00	0.00	1,663.65
53110 - PROFESSIONAL HEALTH SERVICES	42.00	0.00	0.00	42.00
53150 - LEGAL SERVICES	9,941.00	0.00	0.00	9,941.00
53160 - PROFESSIONAL SERVICES - OTHER	1,814.27	0.00	0.00	1,814.27
53171 - EMPLOYEE ASSISTANC PROGRAM	311.25	0.00	0.00	311.25
53312 - REPAIRS & BUILDING MAINTENANCE	245.98	0.00	0.00	245.98
53320 - MAINTENANCE SERVICE CONTRACTS	410.00	0.00	0.00	410.00
53600 - ADVERTISEMENT	336.00	0.00	0.00	336.00
53800 - PUR SERVCS FROM OTHER GOV'T	172.50	0.00	0.00	172.50
55110 - ELECTRICAL SERVICES	2,563.42	0.00	0.00	2,563.42
55130 - WATER AND SEWER	212.78	0.00	0.00	212.78
55152 - GARBAGE SERVICE	222.56	0.00	0.00	222.56
55210 - POSTAGE/POSTAGE SERVICES	31.40	0.00	0.00	31.40
55230 - TELECOMMUNICATIONS	3,056.62	0.00	0.00	3,056.62
55410 - LEASE - RENT OF EQUIPMENT	549.68	0.00	0.00	549.68
55420 - LEASE - RENT OF BUILDINGS	1,477.26	0.00	0.00	1,477.26
55540 - TRAVEL - CONVENTION/EDUCATION	495.00	(250.00)	0.00	245.00
56001 - OFFICE SUPPLIES	2,940.87	0.00	0.00	2,940.87
56005 - LAUNDRY, JANITORIAL SUPPLIES	496.50	0.00	0.00	496.50
56008 - VEHICLE & POWER EQUP - FUEL	1,105.69	0.00	0.00	1,105.69
56009 - VEHICLE & POW EQUIP - SUPPLIES	3,732.54	0.00	0.00	3,732.54
56014 - OTHER SUPP & LOCAL ONLY TRAVEL	12.16	0.00	(12.16)	0.00
58001 - MACHINERY AND EQUIPMENT	0.00	0.00	(723.58)	(723.58)
58007 - ADP EQUIPMENT	12,039.42	0.00	0.00	12,039.42
582095 - COMPUTER SOFTWARE	83.40	0.00	0.00	83.40
 TOTAL EXPENDITURES	588,101.56	(250.00)	(735.74)	587,115.82

**HENRY COUNTY**  
**ASSISTANCE MONTHLY EXPENDITURE REPORT**  
**BY CATEGORY**  
**FOR THE MONTH OF AUGUST 2025**

CATEGORY	LASER CODE	EXPEND- ITURES	ADJUSTMENTS / REIMBURSE	CANCELLED WARRANTS	NET EXPENDITURES
089-AGE HENRY - ASSISTED LIVING FACILITIES-AGED	80404	11,885.00	0.00	(2,388.00)	9,497.00
089-DIS HENRY - ASSISTED LIVING FACILITIES-DISABLED	80406	7,334.00	0.00	0.00	7,334.00
089-ASH HENRY - AUXILIARY GRANTS SUPPORTIVE HOUSING DIS - DISABLED	80703	1,320.00	0.00	0.00	1,320.00
089-EF HENRY - EMERGENCY FUND HOUS - HOUSING UTIL - UTILITIES	00630 00630	400.00 774.86	0.00 0.00	0.00 0.00	400.00 774.86
TOTAL FOR HENRY - EMERGENCY FUND		1,174.86	0.00	0.00	1,174.86
089-SAC HENRY - FEDERAL ADOPTION ASSIST - CHILD CARE REIMB	81201	3,135.00	0.00	0.00	3,135.00
089-SAE HENRY - FEDERAL ADOPTION ASSIST - ENHANCED MAINTEN	81203	47,540.00	0.00	0.00	47,540.00
089-SA HENRY - FEDERAL ADOPTION ASSISTANCE - BASIC MAINTEN	81201	55,529.00	0.00	0.00	55,529.00
089-FFL HENRY - FOSTERING FUTURES (IV-E) LOCAL FOSTER HOME CLOT - SUPPLEMENTAL CLOTHING MAIN - BASIC MAINTENANCE	81402 81402	686.67 39,254.90	0.00 0.00	0.00 0.00	686.67 39,254.90
TOTAL FOR HENRY - FOSTERING FUTURES (IV-E) LOCAL FOSTER HOMES		39,941.57	0.00	0.00	39,941.57
089-CPA HENRY - IV-E FOSTER CARE CHILD PLACING AGENCY CC - FOSTER CARE - CHILD CARE EMAD - ENHANCED MAINTENANCE FOR ADS R&B - MAIN	81108 81112 81108	2,040.00 6,914.50 4,056.43	0.00 0.00 0.00	0.00 0.00 0.00	2,040.00 6,914.50 4,056.43
TOTAL FOR HENRY - IV-E FOSTER CARE CHILD PLACING AGENCY		13,010.93	0.00	0.00	13,010.93
089-FFC HENRY - IV-E LOCAL AGENCY FOSTER FAMILY HOMES EMAD - ENHANCED MAINTENANCE FOR ADS R&B - MAIN	81113 81110	1,792.00 3,744.16	0.00 (228.98)	0.00 0.00	1,792.00 3,515.18
TOTAL FOR HENRY - IV-E LOCAL AGENCY FOSTER FAMILY HOMES		5,536.16	(228.98)	0.00	5,307.18
089-FCL HENRY - LOCAL ONLY IV-E FAMILY FOSTER CARE CC - FOSTER CARE - CHILD CARE	81110	8,525.00	0.00	0.00	8,525.00

**HENRY COUNTY**  
**ASSISTANCE MONTHLY EXPENDITURE REPORT**  
**BY CATEGORY**  
**FOR THE MONTH OF AUGUST 2025**

CATEGORY	LASER	EXPEND-	ADJUSTMENTS /	CANCELLED	NET
	CODE	ITURES	REIMBURSE	WARRANTS	EXPENDITURES
089-NRA HENRY - NON-REOCCURRING IV-E ADOPTION SUBSIDY	81202	1,800.00	0.00	0.00	1,800.00
089-SNA HENRY - STATE ADOPTION ASSISTANCE					
EMAD - ENHANCED MAINTENANCE FOR ADS	81703	3,584.00	0.00	0.00	3,584.00
MAIN - BASIC MAINTENANCE	81702	1,722.00	0.00	0.00	1,722.00
TOTAL FOR HENRY - STATE ADOPTION ASSISTANCE		5,306.00	0.00	0.00	5,306.00
690-AGE MARTIN - ASSISTED LIVING FACILITIES-AGED	80404	6,517.00	0.00	0.00	6,517.00
690-DIS MARTIN - ASSISTED LIVING FACILITIES-DISABLED	80406	4,711.00	0.00	0.00	4,711.00
690-ASH MARTIN - AUXILIARY GRANTS SUPPORTIVE HOUSING					
DIS - DISABLED	80703	2,543.00	0.00	0.00	2,543.00
690-EF MARTIN - EMERGENCY FUND					
HOUS - HOUSING	00630	200.00	0.00	0.00	200.00
UTIL - UTILITIES	00630	200.00	0.00	0.00	200.00
TOTAL FOR MARTIN - EMERGENCY FUND		400.00	0.00	0.00	400.00
690-SA MARTIN - FEDERAL ADOPTION ASSISTANCE - BASIC MAINT	81201	2,892.00	0.00	0.00	2,892.00
690-FFL MARTIN - FOSTERING FUTURES (IV-E) LOCAL FOSTER HOME					
TRAV - TRAVEL	81402	615.00	0.00	0.00	615.00
690-FFC MARTIN - IV-E LOCAL AGENCY FOSTER FAMILY HOMES					
R&B - MAIN	81110	580.00	0.00	0.00	580.00
690-FUE MARTIN - LOCAL ONLY FUEL ASSISTANCE					
FUEL - LOCAL ONLY FUEL ASSISTANCE	00630	0.00	0.00	(230.00)	(230.00)
TOTAL EXPENDITURES		220,295.52	(228.98)	(2,618.00)	217,448.54

**HENRY COUNTY**  
**PURCHASE OF SERVICE MONTHLY EXPENDITURE REPORT**  
**BY CATEGORY**  
**FOR THE MONTH OF AUGUST 2025**

CATEGORY	LASER	EXPEND-	ADJUSTMENTS /	CANCELLED	NET
	CODE	ITURES	REIMBURSE	WARRANTS	EXPENDITURES
089-APS HENRY - ADULT PROTECT SERV (OPS) (895) FEE - GUARDIANSHIP FEES	89501	0.00	(55.00)	0.00	(55.00)
089-COM HENRY - ADULT SERVICE -PAYROLL- COMPANION (833) DIS - SSI - DISABLED	83304	744.94	0.00	0.00	744.94
089-CWS HENRY - CHILD WELFARE SUPPLEMENTAL SERV (830)	83002	50.66	0.00	0.00	50.66
089-FPR HENRY - FAMILY PRESERVATION - P.S. (IVB2) (866) FAMU - FAMILIES (UNDUPLICATED)	86602	3,350.00	0.00	0.00	3,350.00
089-FP HENRY - FAMILY PRESERVATION - PURCH SERV (829) FAMU - FAMILIES (UNDUPLICATED)	82905	350.00	0.00	0.00	350.00
089-FS HENRY - FAMILY SUPPORT PURCH SERV (829) FAMU - FAMILIES (UNDUPLICATED)	82904	300.00	0.00	0.00	300.00
089-PP HENRY - IVE PREVENTION PROMISING PRACTICE HFW - HIGH FIDELITY WRAPAROUND (HFW)	83503	1,400.00	0.00	0.00	1,400.00
089-VTT HENRY VIEW TRANSITIONAL - TRANSPORTATION	87204	1,341.00	0.00	0.00	1,341.00
089-TRA HENRY VIEW TRANSPORTATION TRAN - TRANSPORTATION	87207	2,101.61	0.00	0.00	2,101.61
089-VSU HENRY-VIEW SUPPORT SERVICES-UNSUBSIDIZED EMP	87202	702.00	0.00	0.00	702.00
690-APS MARTIN ADULT PROTECTIVE SERVICES (895) FEE - GUARDIANSHIP FEES	89501	0.00	(55.00)	0.00	(55.00)
690-CWS MARTIN CHILD WELFARE SUPPLEMENTAL SERV(CWS) (830)	83002	27.13	0.00	0.00	27.13
690-VSU MARTIN VIEW SUPPORT SERVICES-UNSUBSIDIZED EMP	87202	1,267.48	0.00	0.00	1,267.48
690-TRA MARTIN VIEW TRANSPORTATION TRAN - TRANSPORTATION	87207	2,029.50	0.00	0.00	2,029.50
<b>TOTAL EXPENDITURES</b>		<b>13,664.32</b>	<b>(110.00)</b>	<b>0.00</b>	<b>13,554.32</b>

**HENRY COUNTY**  
**MONTHLY EXPENDITURE REPORT**  
**FOR THE MONTH OF AUGUST 2025**

CATEGORY	LASER	EXPEND-	ADJUSTMENTS /	CANCELLED	NET
	CODE	ITURES	REIMBURSE	WARRANTS	EXPENDITURES
GRAND TOTAL		822,061.40	(588.98)	(3,353.74)	818,118.68

# OLD BUSINESS

# NEW BUSINESS

## **NEW BUSINESS**

### **A. EFC Contest**

# BENEFITS REPORTS

RE: **August 2025 STATISTICS**

- **AUXILIARY GRANT:**

Applications received: 1

Applications Disposed: 1

Compliance Rate: 100%

Customers continued to next month: 34

- **CHILDCARE**

Applications received: 52

Applications Disposed: 71

Compliance Rate: 93%

Cases Continued to next month: 332

Customers continued to next month: 548

- **SNAP PROGRAM:**

Applications received: 390

Applications Disposed: 306

Compliance rate: 98.4%

Reviews/ Recertifications disposed: 418

Cases Continued to next Month: 9,506

Participants in August: 13,990

Monthly issuance for August-\$2,240,265

- **MEDICAID PROGRAM**

Applications Received: 311

Applications Disposed: 301

Compliance Rate: 93.7%

Cases Continued to next month: 20,102

Customers continued to next month (money/non-money payment): 23,559

- **TANF PROGRAM**

TANF Applications received: 26

AFDC-FC received: 1

Applications Disposed: 36

Compliance Rate: 97.2%

TANF Cases continued to next Month: 184

TANF Participant Count: 373

AFDC-FC continued to next month: 30

Submitted by: Lisa Thompson Assistant Director- BP

## BENEFIT PROGRAMS UNIT OVERVIEW

September 2025

INTAKE – Processes new applications for SNAP & Medicaid

Positions – Supervisor and 9 line staff

2 vacant = 20% vacancy rate

3 in the training unit

50% operating vacancy rate

ONGOING (2 units) – Processes changes, reviews, interim reports

Positions 2 Supervisors & 22 line staff

6 vacant = 25% vacancy rate.

3 in training

38% operating vacancy rate

SPECIALTY UNIT – Long term care, TANF, Energy Assistance, Fraud

Positions Supervisor and 9 line staff

7 = LTC- 3 vacant

1 = Fraud

1 = Energy Assistance Specialist\*

Vacancy rate= 30% vacancy rate

Employment Services Unit – VIEW, SNAP-ET, Childcare

Positions Supervisor & 9 line staff

1 = SNAP-ET

5 = VIEW/TANF

3= Childcare

Vacancy rate for unit = 0%

Training Unit – BP Supervisor, BPS IV & BPS workers in training (included in counts above)

MISC- 3 Emergency Human Service Assistant positions- Assist with Energy Assistance, scanning, customer service

1 vacant = vacancy rate 33.3%

\* All workers evaluate Fuel Assistance applications and Cooling assistance applications. The specialist handles the Crisis applications & the upcoming PIPP applications. The specialist resolves disputes and handles inquiries about the program.

REGION	LOCALITY	FIPS	HOUSEHOLDS (PA)	HOUSEHOLDS (NPA)	HOUSEHOLDS (TOTAL)	PERSONS (PA)	PERSONS (NPA)	PERSONS (TOTAL)	ISSUANCE (PA)	ISSUANCE (NPA)	ISSUANCE (TOTAL)
	Alleghany/Covington Multi FIPS	325	1583	1908	425	3277	3702	65,235.00	508,358.00	573,593.00	
	Chesterfield/Colonial Heights Multi FIPS	2044	13855	15899	3086	31407	34493	567,063.00	5,874,615.00	6,441,678.00	
	Fairfax County/Fairfax/Falls Church Multi FIPS	5895	23073	28968	8347	48542	56889	1,303,786.00	8,665,821.00	9,969,607.00	
	Greensville/Emporia Multi FIPS	333	1738	2071	488	3352	3840	69,647.00	594,307.00	663,954.00	
	Henry/Martinsville Multi FIPS	975	6678	7653	1162	12828	13990	170,236.00	2,070,029.00	2,240,265.00	
	Rockbridge/Buena Vista/Lexington Multi FIPS	377	1606	1983	453	3394	3847	57,313.00	504,007.00	561,320.00	
	Rockingham/Harrisonburg Multi FIPS	691	4256	4947	885	9313	10198	109,049.00	1,426,169.00	1,535,218.00	
	Augusta/Staunton/Waynesboro Multi FIPS	929	5874	6803	1281	11467	12748	191,427.00	1,767,752.00	1,959,179.00	
	York/Poquoson Multi FIPS	230	1520	1750	342	3309	3651	55,457.00	540,711.00	596,168.00	
	Central	14345	75053	89398	21195	152434	173629	3,464,864.00	27,513,287.00	30,978,151.00	
	Eastern	19739	97824	117563	27249	200161	227410	4,315,324.00	35,498,131.00	39,813,455.00	
	Northern	18166	86617	104783	27680	187610	215290	4,370,073.00	32,110,292.00	36,480,365.00	
	Piedmont	12967	68322	81289	17219	136324	153543	2,602,855.00	22,105,920.00	24,708,775.00	
	Western	9360	40418	49778	11924	79709	91633	1,582,078.00	12,522,605.00	14,104,683.00	
	Statewide	74577	368234	442811	105267	756238	861505	16,335,194.00	129,750,235.00	146,085,429.00	
								***** END OF REPORT *****			

## — *VIEW Participant Profiles* —

Henry-Martinsville Social Services ◆ Employment Services Unit  
Statistics for the Month of August 2025----Report September 2025

<b>ID #</b>	<b>Sex</b>	<b>Age</b>	<b>Number Of Children</b>	<b>Job Title</b>	<b>Place Employed</b>	<b>Education</b>	<b>Hourly Wage &amp; Hours Worked</b>		<b>Months in VIEW</b>
01	F	27	1	Customer Service	Senture LLC	12 <sup>th</sup>	\$17.00	38hrs/wk.	VTP
02	F	35	3	PCA	Sovah Health	12 <sup>th</sup>	\$17.06	24hrs/wk.	TT
03	F	35	2	Driver	21 Logistics Inc.	12 <sup>th</sup>	\$17.50	34hrs/wk.	VTP
04	F	24	3	Food Services	Applebee's	12 <sup>th</sup>	\$12.41	25hrs/wk.	TT
05	F	30	4	Child Care	Beaver Hills Early Learning Center	12th	\$12.75	25hrs/wk.	7
06	F	34	1	Production	Jen Coat Inc.	12 <sup>th</sup>	\$16.00	38hrs/wk.	VTP
07	F	23	1	Medical	Care Advantage	12 <sup>th</sup>	\$12.91	30hrs/wk.	19
08	F	30	2	Management	A & D of Greensborough	12 <sup>th</sup>	\$17.50	38hrs/wk.	VTP
09	F	31	2	Customer Service	FasMart	12 <sup>th</sup>	\$13.15	35hrs/wk.	18
10	M	39	2	Customer Service	Stone Ridge Foundation	MS	\$30.04	32hrs/wk.	VTP
11	M	31	1	Grounds Keeping	Eastwood Mobile Home Park	GED	\$13.00	34hrs/wk.	TT
12	F	34	1	Production	Debbie Staffing	12 <sup>th</sup>	\$14.00	32hrs/wk.	TT
13	F	43	2	Housekeeping	Quality Inn	12 <sup>th</sup>	\$12.50	18hrs/wk.	TT
14	F	38	2	Customer Service	Ameristaff at DSM Management	12 <sup>th</sup>	\$20.00	30hrs/wk.	VTP
15	F	25	1	Food Services	Fraternal Order of Eagles	12 <sup>th</sup>	\$12.41	24hrs/wk.	11
16	F	39	3	Customer Service	FasMart	12th	\$14.41	40hrs/wk.	19
17	F	36	2	Food Services	Curly's Good Ol' Eatin	12 <sup>th</sup>	\$13.75	22hrs/wk.	TT
18	F	33	3	CNA	Piney Forest Rehab	12th	\$17.50	40hrs/wk.	4
19	F	43	2	Sales/Retail	Wal-Mart and Wendy's	12 <sup>th</sup>	\$13.25	29hrs/wk.	6
20	F	35	1	Medical/PCA	R. Hankins	12 <sup>th</sup>	\$13.00	32hrs/wk.	TT
21	F	34	3	Customer Service	America's Best	12 <sup>th</sup>	\$13.00	40hrs/wk.	1

### Current Statistics

#### • *VIEW Participants Working (including Transitional services*

<u>VIEW 24 month Clock</u>	<u>Demographics</u>	<u>Employment and Wages</u>
1-8 months on clock	4	Average Age - 33.3
9-16 months on clock	1	Average Number of Children- 2
17-24 months on clock	3	Average Hourly Wage- \$15.39
Transitional 12 months-	13	Female - 90.5%      Male - 9.5%

### Employment Services

Day Care	Nov-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25
Henry County	207	206	204	210	212	228	225	227	228
Martinsville	81	82	82	83	91	93	95	100	104
HC waitlist	93	103	104	90	78	57	73	58	55
MC waitlist	32	40	40	22	1	0	0	0	14
<b>Total</b>	<b>413</b>	<b>431</b>	<b>430</b>	<b>405</b>	<b>382</b>	<b>378</b>	<b>393</b>	<b>385</b>	<b>401</b>
VIEW	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25
Henry County	45	44	40	45	47	48	50	52	59
Martinsville	27	29	26	26	26	26	23	26	21
<b>Total</b>	<b>72</b>	<b>73</b>	<b>66</b>	<b>71</b>	<b>73</b>	<b>74</b>	<b>73</b>	<b>78</b>	<b>80</b>
SNAP/ET	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25
Henry County	10	9	7	7	6	11	12	11	11
Martinsville	2	2	3	3	3	3	3	3	4
<b>Total</b>	<b>12</b>	<b>11</b>	<b>10</b>	<b>10</b>	<b>9</b>	<b>14</b>	<b>15</b>	<b>14</b>	<b>15</b>

### Benefit Programs

Medicaid	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25
<b>Total</b>	25,051	25,088	24,837	24,659	23,855	23,829	23,867	23,933	23,559
SNAP	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25
<b>Total</b>	14,447	14,183	14,132	14,070	14,018	14,071	13,894	14,047	13,990
TANF	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25
<b>Total</b>	411	373	366	368	371	377	357	379	373

**HENRY MARTINSVILLE DEPARTMENT OF SOCIAL SERVICES**

**FRAUD REPORT**

**SUMMARY OF ACTION**

**08/01/2025-08/31/2025**

**INVESTIGATIONS**

**REFERRALS RECEIVED**

6 Intra-Agency/outside source/**CIP**      4 – County      2- City

Completed (Pre-eligibility determination/post eligibility determination)

8 unsubstantiated      Initiate ADH/Prosecution      substantiated    7- County    1 - City

  over issuance/payment amount

  22,561.00    cost savings of finalized investigations

**INTENTIONAL PROGRAM VIOLATIONS**

Program	Waiver Signed/ADH	Disqualification Period	Disqualification Savings
TANF	0	0	0
SNAP	0	0	0

1 Pending in Court System/ADH Process

4 Home Visits    0 Court hours    2 Total Fraud Investigator In-Field Hours

**AGENCY RESTITUTION**

	TANF	SNAP	MEDICAID	DAYCARE	ENERGY	TOTAL
Recoupment	26.20	2415.56	0.00	0.00	0.00	\$2441.76
Cash/Check/Money Order Payment	0.00	434.98	0.00	0.00	0.00	\$434.98
Debt Set Off/ Restoration Offset	0.00	1153.78	0.00	0.00	0.00	\$1153.78
Expunged	0.00	1.22	0.00	0.00	0.00	\$1.22

Respectfully submitted,

Katie Athey

Fraud Investigator

09/16/2025

# **SERVICES**

# **REPORTS**

**Foster Care Unit:**

Target	Aug. 24	Sept 24	Oct. 24	24-Nov	24-Dec	Jan. 25	25-Feb	25-Mar	April 25	May 25	June 25	July 25	Aug 25
<b>Number of Children in Foster Care</b>													
<b>Henry County</b>	80	82	79	77	79	71	73	76	73	73	62	66	64
<b>Martinsville</b>	10	10	10	10	10	10	10	10	12	11	11	8	8
<b>Total</b>	<b>90</b>	<b>92</b>	<b>89</b>	<b>87</b>	<b>89</b>	<b>81</b>	<b>83</b>	<b>87</b>	<b>85</b>	<b>84</b>	<b>73</b>	<b>74</b>	<b>72</b>
<b>Monthly Foster Care Visits</b>													
% required	>95% *	71.0%	83%	99%	96%	74%	93%	95%	96%	97%	85%	99.0%	99.0%
<b>In Residence</b>	>50% **	62.0%	62%	61%	61%	60%	62%	60%	83%	61%	62.0%	63.0%	64.0%
<b>Congregate Care Placements</b>													
<b>Count</b>	15	15	14	13	16	13	13	11	12	13	13	12	8
%	<16% ***	20%	16%	20%	18%	19%	18%	18%	16%	17%	19%	19%	19%
<b>Kinship/Fictive Placements</b>													
<b>Count</b>	3	10	11	11	11	8	8	9	9	9	8	9	8
%	<35%	3%	11%	12%	13%	13%	10%	10%	10%	11%	11%	13%	15%
<b>Approved Foster Homes</b>													
<b>Henry County</b>	15	16	16	17	17	16	16	16	16	16	16	16	16
<b>Martinsville</b>	2	2	2	2	2	2	2	2	2	2	2	2	2
<b>Total</b>	<b>17</b>	<b>18</b>	<b>18</b>	<b>19</b>	<b>19</b>	<b>18</b>							
<b>Foster Care Staff Vacancy Rate</b>													
<b>Filled Positions</b>	7	7	7	6	5	4	5	5	6	5	5	5	6
<b>Vacant Positions</b>	1	1	1	2	3	4	3	3	2	3	3	3	2
<b>Total Positions</b>	8	8	8	8	8	8	8	8	8	8	8	8	8
<b>Vacancy Rate</b>	13%	13%	13%	25%	38%	50%	38%	38%	25%	38%	38%	38%	25%

\* how many children received at least one face-to-face contact client foster care contact for each whole calendar month they were in placement.

\*\* Compliance is based on whether the contact occurred in the client's residence.

\*\*\* The congregate care placements measure provides the percentage of children in foster care residing in group settings.

Child Protective Services:

	Target	Aug. 24	Sept. 24	Oct. 24	24-Nov	24-Dec	Jan. 25	Feb. 25	25-Mar	April 25	May 25	June 25	July 25	Aug 25	
<b>CPS Complaints (Valid &amp; Invalid)</b>															
Henry County		32	61	73	64	48	77	46	59	41	30	41	48	52	
Martinsville		16	20	23	12	13	17	12	15	16	35	18	4	16	
<b>Total</b>		<b>48</b>	<b>81</b>	<b>96</b>	<b>76</b>	<b>61</b>	<b>94</b>	<b>58</b>	<b>74</b>	<b>57</b>	<b>65</b>	<b>59</b>	<b>52</b>	<b>68</b>	
<b>CPS Investigations/Family Assessment (valid)</b>															
Henry County		15	16	16	21	13	20	16	20	33	14	14	19	20	
Martinsville		6	6	10	4	4	5	4	6	9	10	2	1	4	
<b>Total</b>		<b>21</b>	<b>22</b>	<b>26</b>	<b>25</b>	<b>17</b>	<b>25</b>	<b>20</b>	<b>26</b>	<b>42</b>	<b>24</b>	<b>16</b>	<b>20</b>	<b>24</b>	
<b>CFSR Timelines of First Contact w/ victim</b>		<b>(completed contact)</b>													
Count		25	21	29	31	20	31	25	16	51	21	23	33	30	
%		<b>&gt; 95%*</b>	<b>93%</b>	<b>81%</b>	<b>97%</b>	<b>94%</b>	<b>100%</b>	<b>100%</b>	<b>96%</b>	<b>84%</b>	<b>93%</b>	<b>88%</b>	<b>100.0%</b>	<b>87.0%</b>	<b>94%</b>
<b>Timeliness of First Contact w/victim</b>		<b>(completed and attempted contact)</b>													
Count		25	23	29	31	20	31	26	18	51	21	23	34	30	
%		<b>&gt; 95%</b>	<b>93%</b>	<b>89%</b>	<b>97%</b>	<b>94%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>95%</b>	<b>93%</b>	<b>88%</b>	<b>100%</b>	<b>89%</b>	<b>94.0%</b>
<b>CPS Referrals Closed before due date</b>															
Count		21	1	9	6	9	4	6	4	16	3	11	6	10	
%		<b>&gt;85%**</b>	<b>66%</b>	<b>11%</b>	<b>43%</b>	<b>26%</b>	<b>26%</b>	<b>33%</b>	<b>67%</b>	<b>40%</b>	<b>50%</b>	<b>11%</b>	<b>65%</b>	<b>33%</b>	<b>67%</b>
<b>CPS Staff Vacancy Rate</b>															
Filled Positions		4	6	6	6	6	6	5	6	7	5	6	6	7	
Vacant Positions		4	3	3	3	2	2	3	2	2	3	2	3	2	
Total Positions		8	8	8	8	8	8	8	8	8	8	8	9	9	
<b>Vacancy Rate</b>		<b>50%</b>	<b>38%</b>	<b>38%</b>	<b>38%</b>	<b>25%</b>	<b>25%</b>	<b>38%</b>	<b>25%</b>	<b>22%</b>	<b>38%</b>	<b>25%</b>	<b>33%</b>	<b>22%</b>	

\* The number of CPS referrals which had a first contact with the alleged victim made within the assigned response priority limits per the federal CFSR requirement.

\*\* The measure demonstrates the local department's capacity to respond to, investigate or assess, and then close a CPS case by the assigned due date. Please refer to § 63.2-1505 of the Code of Virginia for more information.

\*Position number omitted by error on vacancy sheet

**Family Preservation Unit:**

	Target	Aug 24	Sept 24	Oct. 24	Nov 24	Dec 24	Jan. 25	Feb. 25	25-Mar	April 25	May 25	June 25	July 25	Aug 25
<b>Family Preservation Cases</b>														
Family Support Services Cases		33	34	32	28	24	20	22	23	20	25	29	32	27
In Home Service Cases		15	19	17	17	13	12	10	10	10	14	14	13	12
Total # of cases		48	53	50	45	37	32	32	33	30	39	43	45	39
<b>In Home Case Contacts made</b>														
Count		50	50	43	51	45	38	44	37	36	45	49	53	56
%	>90%*	91%	98%	98%	85%	96%	85%	96%	93%	86%	87%	96%	98%	93%
<b>Family Support Case Contacts made</b>														
Count		87	82	88	75	63	53	42	72	47	54	68	81	75
%	>90%**	87%	88%	96%	80%	83%	91%	86%	89%	78%	90%	78%	88%	84%
<b>Service Plan Current</b>														
Count		15	12	8	10	13	9	7	5	8	9	7	10	7
%	>90%***	94%	92%	67%	83%	87%	81%	78%	83%	62%	75%	78%	90%	64%
<b>Family Preservation Staff Vacancy Rate</b>														
Filled Positions		6	6	6	6	8	8	8	6	6	6	6	6	6
Vacant Positions		2	2	2	2	0	0	0	2	2	1	1	2	2
Total Positions		8	8	8	8	8	8	8	8	8	8	8	8	8
<b>Vacancy Rate (real time)</b>		25%	25%	25%	25%	0%	0%	0%	25%	25%	10%	10%	25%	25%

\* One qualified face-to-face client contact was made with each active case client (child or adult) in the selected month.

\*\*One qualified face-to-face client contact was made with each active case client (child or adult) in the selected month.

\*\*\* Cases must have an initial service plan completed within 30 days of the case type start date. For existing service plans, a service plan review must occur every 90 calendar days.

\* CSA Coordinator moved to Director for supervision & 1 vacancy filled on 2-17-22

Adult Services Unit:

APS Complaints	Target	Aug 24	Sept. 24	Oct. 24	Nov 24	Dec 24	Jan. 25	Feb. 25	25-Mar	April 25	May 25	June 25	July 25	Aug 25
Henry County		30	46	30	24	29	31	28	25	42	24	40	46	30
Martinsville		14	8	20	12	15	18	14	12	18	15	22	15	11
<b>Total</b>		<b>44</b>	<b>54</b>	<b>50</b>	<b>36</b>	<b>44</b>	<b>49</b>	<b>52</b>	<b>37</b>	<b>60</b>	<b>39</b>	<b>62</b>	<b>61</b>	<b>41</b>
<b>APS Valid Complaints</b>														
Henry County		25	30	26	22	27	29	23	21	32	22	34	40	24
Martinsville		12	7	20	12	14	13	13	9	17	14	19	12	10
<b>Total</b>		<b>37</b>	<b>37</b>	<b>46</b>	<b>34</b>	<b>41</b>	<b>42</b>	<b>36</b>	<b>30</b>	<b>49</b>	<b>36</b>	<b>53</b>	<b>52</b>	<b>34</b>
<b>Timeliness of Investigation Initiation</b>	*>95%													
Count		37	37	46	34	41	42	36	30	49	36	53	52	34
(%)		<b>100%</b>												
<b>Timeliness of Disposition</b>	**>95%													
Count		36	36	46	33	29	41	36	30	30	35	52	49	36
(%)		<b>97%</b>	<b>97%</b>	<b>100%</b>	<b>97%</b>	<b>100%</b>	<b>98%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>97%</b>	<b>98%</b>	<b>98%</b>	<b>98%</b>
<b>Ongoing APS Monthly Contact</b>	***>95%													
Count		2	2	5	3	2	3	2	3	1	0	0	0	0
(%)		<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>67%</b>	<b>100%</b>	<b>10%</b>						
<b>APS Staff Vacancy Rate</b>														
Filled Positions		6	6	6	6	6	6	6	6	6	6	6	6	6
Vacant Positions		0	0	0	0	0	0	0	0	0	0	0	0	0
Total Number of Positions		6	6	6	6	6	6	6	6	6	6	6	6	6
<b>Vacancy Rate</b>		<b>0%</b>												

\*Timeliness of Investigation Initiation (%) - The LDSS shall determine the validity of such report and shall initiate an investigation within 24 hrs of the time of the report is received in the LDSS.

\*\*Timeliness of Disposition (%) - The investigation shall be completed no later than 45 days from the date the report was received.

\*\*\*Ongoing APS Monthly Contact Compliance (%) - The number of cases with at least one visit occurring during that month

**Purchased Services**

	<b>Aug. 24</b>	<b>Sept. 24</b>	<b>Oct-24</b>	<b>24-Nov</b>	<b>24-Dec</b>	<b>Jan. 25</b>	<b>Feb. 25</b>	<b>25-Mar</b>	<b>April 25</b>	<b>May 25</b>	<b>Jun-25</b>	<b>Jul-25</b>	<b>Aug-25</b>
Adult Serv/Companion	1	1	1	1	1	1	1	1	1	1	1	1	1
VIEW Purchased	33	44	22	10	38	20	33	30	29	29	32	24	25
SNAPET Purchased	1	7	8	2	8	15	2	2	0	2	1	0	0
Adult Protective Services	0	1	0	2	0	0	0	2	1	0	1	2	0
Family Preservation	14	27	11	16	19	13	9	3	21	32	9	19	19
<b>Total</b>	<b>49</b>	<b>80</b>	<b>75</b>	<b>31</b>	<b>66</b>	<b>49</b>	<b>45</b>	<b>38</b>	<b>52</b>	<b>64</b>	<b>44</b>	<b>46</b>	<b>45</b>

August 2025

## Martinsville City (690)

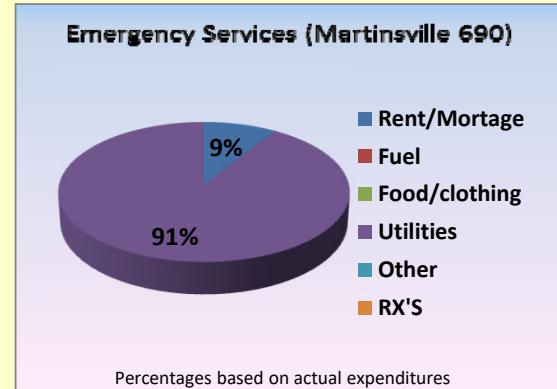
Total Clients Seen 31

Request	Amount spent	Customers Seen
Rent/Mortage	\$200.00	6
Fuel	\$0.00	0
Food/clothing	\$0.00	6
Utilities	\$2,018.17	19
Other	\$0.00	0
RX'S	\$0.00	0
<b>Total</b>	<b>\$2,218.17</b>	
<b>Total pledged but not spent</b>	<b>\$0.00</b>	

Action Taken

Assisted Emergency Fund	12
Waiting balance to be paid	0
Pantry /Closet	6
Denied & others	13
<b>Total</b>	<b>31</b>

Martinsville City Emergency Fund Starting Balance	\$19,774.76
Martinsville City Emergency Fund Ending Balance	\$17,556.59



August 2025

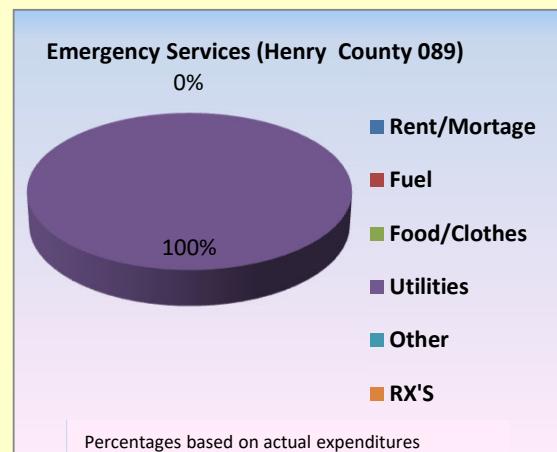
## Henry County (089)

Total Clients Seen 23

Request	Amount spent	Customers Seen
Rent/Mortage	\$0.00	4
Fuel	\$0.00	0
Food/Clothes	\$0.00	5
Utilities	\$1,033.86	14
Other	\$0.00	0
RX'S	\$0.00	0
<b>Total</b>	<b>\$1,033.86</b>	
<b>Total pledged but not spent</b>		

Action Taken

Assisted Emergency Fund	6
Waiting to be paid	0
Pantry/Closet	5
Denied & other	12
<b>Total</b>	<b>23</b>



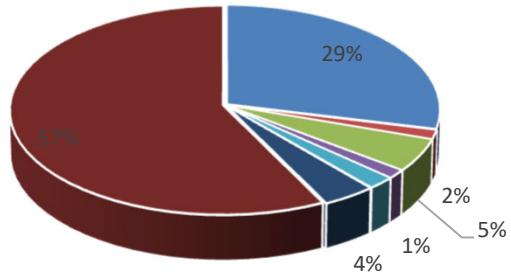
County Emergency Fund Starting Balance	\$21,706.22
County Emergency Fund Ending Balance	\$20,672.36

# OTHER REPORTS

## RECEPTION LOG REPORT

August 2025

Apply/Drop Off/Pick Up Information	1440
Apply/Drop Off/Pick Up for Energy	71
<b>Pick Up EBT/Vault Card</b>	<b>255</b>
Appointments with Benefits for Intake/Ongoing	69
Service Related Appointments	99
Make a Payment	3
Other (FAPT Team/Job Interview/Other Meeting)	194
<b>Daily Incoming Phone Calls(not included in total visitors)</b>	<b>2871</b>
Average Visitors in Lobby per day (21 days)	108



- Apply/Drop Off/Pick Up Information
- Apply/Drop Off/Pick Up for Energy
- Pick Up EBT/Vault Card
- Appointments with Benefits for Intake/Ongoing
- Service Related Appointments
- Make a Payment
- Other (FAPT Team/Job Interview/Other Meeting)
- Daily Incoming Phone Calls(not included in total visitors)

Total Visitors	2259	
DayofWeek	Count	Percent
Monday	529	23.42%
Tuesday	482	21.34%
Wednesday	339	15.01%
Thursday	386	17.09%
Friday	523	23.15%

Hour of Day	Count	Percent
6AM	0	0.00%
7AM	0	0.00%
8AM	313	13.86%
9AM	208	9.21%
10AM	247	10.93%
11AM	247	10.93%
Noon	225	9.96%
1PM	297	13.15%
2PM	261	11.55%
3PM	258	11.42%
4PM	203	8.99%
5PM	42	1.55%

# DSS Check In

Henry Martinsville Dept. of Social Services

## Wait Times Report 2025/08/01 to 2025/08/31

**TOTAL VISITORS 2259**

<b>Wait Time</b>	<b>Count</b>	<b>Percent</b>
<b>Under 5</b>	<b>1860</b>	<b>82.52%</b>
<b>5 to 10</b>	<b>273</b>	<b>12.11%</b>
<b>10 to 15</b>	<b>76</b>	<b>3.37%</b>
<b>15 to 20</b>	<b>23</b>	<b>1.02%</b>
<b>20+</b>	<b>22</b>	<b>0.98%</b>

**AVERAGE WAIT TIME 3.03**

# GENERAL INFORMATION

# BOARD COMMENTS

# PUBLIC COMMENTS

**CLOSED  
SESSION**

**CLOSED SESSION**

A. Personnel Matter

# ADJOURNMENT