

# **NOVEMBER BOARD MEETING**



**HENRY-MARTINSVILLE SOCIAL SERVICES BOARD**  
**AGENDA**  
**NOVEMBER 17<sup>th</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. Adoption Awareness Month

**VII. Reports**

**Benefits**

- A. Benefit Statistics
- B. SNAP Participation Report
- C. VIEW Report

- D. Employment Services & Benefits Trends
- E. Fraud Report

**Services**

- A. Service Statistics
- B. Emergency Services Report

**Others**

- A. Reception Log Report
- B. DSS Check-In – Wait Time Report

**VIII. General Information**

**IX. Board Comments**

**X. Public Comments**

**XI. Closed Session per Code of Virginia 2.2-3711 (A) (1) and Code of Virginia 2.2-3711 (A) (4)**

- A. Personnel
- B. Cases

**XII. Adjournment**

# MINUTES

## **MINUTES**

### A. September 2025 Minutes

**HENRY-MARTINSVILLE BOARD OF SOCIAL SERVICES MINUTES  
SEPTEMBER 22<sup>nd</sup>, 2025**

**PAGE 1**

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

**ROLL CALL:** Administrative Services Manager Susanna Lawrence called the roll. There were five (5) board members in attendance: Paul Kennedy, Dr. Holland, Jean Odachowski, Andrea Robertson and Willie Scales. Richard Harris, Sarah Taylor and Ricky Walker were absent. We are one member short of a full Board. Others present: Assistant Director of Services April Evans, Assistant Director of Benefits Lisa Thompson, Administrative Services Manager Susanna Lawrence, and Administrative Programs Assistant Randall Taylor.

**APPROVAL OF MINUTES:** Motion by Scales, seconded by Odachowski, to approve the minutes of the August 2025 board meeting. Vote – Unanimous.

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

There were no changes to the agenda.

**Motion** by Odachowski, seconded by Kennedy, 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 August 31<sup>st</sup>, 2025, stating we have spent 21% on allocations for report #1 and 16% for report #2. There were 3 adjustments: B/L 814 for \$45,000 for CSA Reimbursement with no local match, B/L 814 for \$620 from county to the city, and B/L 811 \$150 from county to the city. We had total net expenditure of \$818,118.68 for the month of August.

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

# **HENRY-MARTINSVILLE BOARD OF SOCIAL SERVICES MINUTES**

## **SEPTEMBER 22<sup>nd</sup>, 2025**

### **PAGE 2**

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

### **NEW BUSINESS:**

#### **A. EFC Contest**

The EFC is having a door decorating contest on October 27<sup>th</sup> which is the day of the next board meeting and members of the board were invited to judge the doors decorated following the meeting.

### **REPORTS:**

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

The August 2025 Childcare compliance rate was 93%; the Medicaid compliance rate was 93.7%; the SNAP compliance rate was 98.4% with SNAP issuance for the month of August 2025 at \$2,240,265; the TANF compliance rate was 97.2%; and the Auxiliary Grant rate was 100%.

The August 2025 Benefit Programs Unit Overview included Intake Unit currently has 20% vacancy rate, with 3 members in the training unit. Ongoing consists of 2 units, and currently there are 6 vacancies for a 25% vacancy rate with 3 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 August 2025 VIEW Participant Profile report reflected 80 VIEW and VIEW Transitional participants.

The August 2025 Employment Services report reflected 401 Day Care cases; 80 VIEW cases; and 15 SNAPET cases. There is currently a waiting list for Day Care services. The August 2025 Benefit Programs report reflected 23,559 Medicaid cases; 13,990 SNAP cases; and 373 TANF cases.

The August 2025 Fraud report reflected \$22,561.00 in cost savings of finalized investigations; and \$2,441.76 in recoupment, with cash payments of \$434.98, and Restoration offset of \$1,153.78, and \$1.22 in expunged benefits, for total of \$4,031.74 in agency restitution.

## **HENRY-MARTINSVILLE BOARD OF SOCIAL SERVICES MINUTES SEPTEMBER 22<sup>nd</sup>, 2025**

### **Page 3:**

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

Foster Care Unit: Number of Children in Foster Care – 72; Monthly Foster Care Visits Required – 95%; Monthly Foster Care Visits in Residence – 64%; Congregate Care Placements – 8 at 14%; Kinship Fictive Placements - 14%, Approved Foster Homes – 18 homes; and the Foster Care Vacancy Rate is 25% with 2 vacancies.

Child Protective Services Unit: Total CPS Complaints – 68; CPS Investigations/Family Assessments (Valid) – 24; CFSR Timeliness of First Contact with Victim – 30 at 94%; CPS Referrals Closed Before Due Date – 10 at 67%; and the CPS Vacancy Rate is 22% with 2 vacancies.

Family Preservation Unit: Family Preservation Cases – 39; In Home Case Contacts Made – 56 at 93%; Family Support Case Contacts Made – 75 at 84%; Current Service Plans – 7 at 64%; and the Family Preservation Vacancy Rate is 25% with 2 vacancies.

Adult Protective Services Unit: APS Valid Complaints – 41; APS Invalid Complaints – 7; Timeliness of Investigation Initiation – 34 at 100%; Timeliness of Disposition – 36 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 – 25 cases; SNAPET Purchased – 0 case; Adult Protective Services – 0, and Family Preservation – 19 cases; for a total of 45 Purchased Services.

Emergency Intake Report: There were 31 clients seen for the City of Martinsville with a total of \$2,218.17 in expenditure leaving a balance of \$17,556.59. There were 23 clients seen for Henry County with a total of \$1,033.86 in expenditure, leaving a balance of \$20,672.36.

**HENRY-MARTINSVILLE BOARD OF SOCIAL SERVICES MINUTES**  
**SEPTEMBER 22<sup>nd</sup>, 2025**

**Page 4:**

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

Reception Log Report – For the month of August 2025, we had 2259 visitors in the agency for an average of 108 per day; we received 2,871 incoming phone calls; and we issued 255 EBT cards.

DSS Check-In Wait Time Report – For the month of August 2025, the average wait time was 3.03 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 Holland, seconded by Odachowski, to adjourn to Closed Session per Code of Virginia 2.2-3711 (A) (1) for the purpose of discussing Personnel Matters. Vote– Unanimous.

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



**HENRY-MARTINSVILLE BOARD OF SOCIAL SERVICES MINUTES  
SEPTEMBER 22<sup>nd</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) 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.

**ADJOURNMENT:**

The meeting adjourned at 3:35 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

## **MINUTES**

### B. October 8th Emergency Session Minutes

**HENRY-MARTINSVILLE BOARD OF SOCIAL SERVICES MINUTES  
OCTOBER 8<sup>th</sup>, 2025**

**PAGE 1**

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

**ROLL CALL:** **Director** Amy Rice called the roll. There were seven (7) board members in attendance: Paul Kennedy, Richard Harris, Jean Odachowski, Sarah Taylor, Willie Scales, Dr. Holland and Ricky Walker. Andrea Robertson was absent. We are one member short of a full Board. Others present: Director Amy Rice, Agency Attorney George Lyle, and Administrative Programs Assistant Randall Taylor.

**APPROVAL OF AGENDA:**

Amy Rice stated there was an opening for public comments and then closed session.

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

**CLOSED SESSION:**

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

**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) 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.

**ADJOURNMENT:**

The meeting adjourned at 2:05 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

## **MINUTES**

C. October 27th Minutes

**HENRY-MARTINSVILLE BOARD OF SOCIAL SERVICES MINUTES**  
**October 27<sup>th</sup>, 2025**

The October 2025 Board meeting was canceled due to lack of a quorum.

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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. September Monthly Bills and Expenditures



## REPORT #1

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

FOR THREE MONTHS ENDED 09/30/25

CATEGORIES		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	78,333	64,396	13,937	170,604	168,054	27%
AUXILIARY GRANTS	M	130,000		130,000	128,113	43,333	42,553	780	87,447	85,560	33%
AUXILIARY GRANTS - SUPP HOUSING	H	15,000		15,000	15,250	5,000	5,280	(280)	9,720	9,970	35%
AUXILIARY GRANTS - SUPP HOUSING	M	32,000		32,000	30,933	10,667		10,667	32,000	20,761	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	333	-	333	1,000	1,000	0%
TANF MANUAL	M	1,000		1,000	1,000	333	-	333	1,000	1,000	0%
TANF - WORKING PARENTS	H	1,000		1,000	1,000	333	-	333	1,000	1,000	0%
TANF - WORKING PARENTS	M	1,000		1,000	1,000	333	-	333	1,000	1,000	0%
IVE - FOSTER CARE	H	730,000		730,000	396,208	243,333	114,429	128,904	615,571	281,779	16%
IVE - FOSTER CARE LOCAL ONLY*	H					-	8,525	(8,525)	(8,525)	(8,525)	
IVE - FOSTER CARE	M	95,000		95,000	13,430	31,667	12,861	18,806	82,139	569	14%
IVE - FOSTER CARE LOCAL ONLY*	M					-	-	-	-	-	
FOSTERING FUTURES FOSTER CARE	H	43,000		88,000	79,415	29,333	72,057	(42,724)	15,943	7,358	82%
FOSTERING FUTURES FOSTER CARE	M	3,000		3,000	6,520	1,000	6,517	(5,517)	(3,517)	3	217%
STATE ADOPTION ASST-SPEC NEED	H	80,000		80,000	62,939	26,667	40,340	(13,673)	39,660	22,599	50%
STATE ADOPTION ASST-SPEC NEED	M	10,000		10,000	-	3,333	-	3,333	10,000	-	0%
ADOPTION SUBSIDY FEDERAL IV-E	H	1,250,000		1,250,000	1,210,091	416,667	419,002	(2,335)	830,998	791,089	34%
ADOPTION SUBSIDY FEDERAL IV-E	M	51,000		51,000	31,381	17,000	11,226	5,774	39,774	20,155	22%
EMERGENCY FUND*	H	23,771		23,771	-	5,943	5,025	918	18,746	-	21%
EMERGENCY FUND*	M	21,066		21,066	-	5,267	5,203	64	15,863	-	25%
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	2,344,188	2,245,982	98,206	4,786,583	4896377	32%
ADMIN - NO LOCAL MATCH	H-M	388,313		388,313	346,211	129,438	140,240	(10,802)	248,073	205971	36%
ADMIN - NO LOCAL NON GOV'T PIPP	H-M				66,164	-	17,802	(17,802)	(17,802)	48362	
PASS-THROUGH ADMINISTRATION	H-M	807,058		807,058	132,382	269,019	-	269,019	807,058	132,382	0%
OUT STATION ELIG PASS-THRU	H-M	66,175		66,175	-	22,058	-	22,058	66,175	-	0%
COM BOARD/AWARD PRG*	H-M	9,043		9,043	-	2,261	1,659	602	7,384	-	18%
LOCAL ONLY - TRAVEL/OTHER*	H-M	4,410		4,410	-	1,103	554	548	3,856	-	13%
PURCHASED SER - ALL	H	388,231		388,231	180,893	129,410	45,570	83,840	342,661	117,540	12%
PURCHASED SER - ALL	M	166,472		166,472	124,262	55,491	11,036	44,455	155,436	99,947	7%
TOTAL		11,585,104	-	11,630,104	10,214,733	3,871,844	3,270,027	601,817	8,360,077	6,915,683	28%

REPORT # 2											
	LOCAL APPROVED HENRY-MARTINSVILLE SOCIAL SERVICES 2025/2026 TOTAL LOCAL SHARE BUDGET				FOR THREE MONTHS ENDED 09/30/2025						
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	11,623	12,879	(1,257)	33,611	33,611	28%
AUXILIARY GRANTS	M	25,623		25,623	25,623	6,406	8,510	(2,104)	17,113	17,113	33%
AUX GRANT SUPPORTIVE HOUSING	H	3,050		3,050	3,050	763	1,056	(294)	1,994	1,994	35%
AUX GRANT SUPPORTIVE HOUSING	M	6,187		6,187	6,187	1,547	2,036	(489)	4,151	4,151	33%
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	-	3,962	5,025	(1,063)	18,746	-	21%
EMERGENCY FUND*	M	21,066		21,066	-	3,511	5,203	(1,692)	15,863	-	25%
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	276,592	348,127	(71,535)	758,241	758,241	31%
PASS THROUGH ADMIN	H-M	531,156		531,156	87,372	132,789	-	132,789	531,156	87,372	0%
ELIG OUT STATION PASS THRU	H-M	-		-	-	-	-	-	-	-	
COMP BOARD/AWARD PROGRAM *	H-M	9,943		9,943	-	1,657	1,659	(2)	8,284		17%
LOCAL ONLY - TRAVEL/OTHER*	H-M	3,510		3,510	-	585	554	31	2,956		16%
PURCHASED SER - ALL	H	35,441		35,441	21,660	8,860	4,967	3,893	30,474	16,693	14%
PURCHASED SER - ALL	M	22,903		22,903	18,581	5,726	1,126	4,600	21,777	17,455	5%
TOTAL		1,835,508		1,835,508	1,315,331	454,020	399,437	54,583	1,436,071	928,105	22%

[illegible]

**ADMINISTRATIVE MONTHLY EXPENDITURE REPORT**  
**BY ACCOUNT**  
**FOR THE MONTH OF SEPTEMBER 2025**

ACCOUNT NAME	EXPEND ITURES	ADJUSTMENTS/ REIMBURSE	CANCELLED WARRANTS	NET EXPENDITURES
51100 - SALARIES	389,895.86	0.00	0.00	389,895.86
51200 - SALARIES & WAGES - OVERTIME	3,415.99	0.00	0.00	3,415.99
51300 - PART TIME SALARY	5,762.20	0.00	0.00	5,762.20
52100 - FICA/MEDI	29,683.58	0.00	0.00	29,683.58
52210 - RETIREMENT	54,253.01	0.00	0.00	54,253.01
52300 - HEALTH	61,589.45	0.00	0.00	61,589.45
52410 - GROUP LIFE	4,429.83	0.00	0.00	4,429.83
52500 - LTD CORE	1,687.03	0.00	0.00	1,687.03
53110 - PROFESSIONAL HEALTH SERVICES	42.00	0.00	0.00	42.00
53160 - PROFESSIONAL SERVICES - OTHER	108.00	0.00	0.00	108.00
53312 - REPAIRS & BUILDING MAINTENANCE	1,295.00	0.00	0.00	1,295.00
53320 - MAINTENANCE SERVICE CONTRACTS	3,023.00	0.00	0.00	3,023.00
53600 - ADVERTISEMENT	62.44	0.00	0.00	62.44
53800 - PUR SERVCS FROM OTHER GOV'T	357.24	0.00	0.00	357.24
53908 - CONTRACTED CUSTODIAL SERVICE	5,520.00	0.00	0.00	5,520.00
55110 - ELECTRICAL SERVICES	2,172.05	0.00	0.00	2,172.05
55130 - WATER AND SEWER	205.78	0.00	0.00	205.78
55152 - GARBAGE SERVICE	250.38	0.00	0.00	250.38
55210 - POSTAGE/POSTAGE SERVICES	370.00	0.00	0.00	370.00
55230 - TELECOMMUNICATIONS	3,056.62	0.00	0.00	3,056.62
55304 - INSURANCE - PROPERTY	265.00	0.00	0.00	265.00
55305 - MOTOR VEHICLE INSURANCE	9,200.00	0.00	0.00	9,200.00
55306 - INSURANCE - SURETY	1,700.00	0.00	0.00	1,700.00
55307 - INSURANCE - PUBLIC OFFICIAL	2,115.00	0.00	0.00	2,115.00
55308 - INSURANCE - GENERAL LIABILITY	5,718.00	0.00	0.00	5,718.00
55410 - LEASE - RENT OF EQUIPMENT	1,028.27	0.00	0.00	1,028.27
55540 - TRAVEL - CONVENTION/EDUCATION	1,055.76	0.00	0.00	1,055.76
56001 - OFFICE SUPPLIES	5,530.29	0.00	0.00	5,530.29
56002 - FOOD SUPPLIES & FOOD SER SUPP	71.29	0.00	0.00	71.29
56005 - LAUNDRY, JANITORIAL SUPPLIES	822.60	0.00	0.00	822.60
56007 - REPAIR & MAINTENANCE SUPPLIES	1,157.42	0.00	0.00	1,157.42
56008 - VEHICLE & POWER EQUIP - FUEL	1,721.32	0.00	0.00	1,721.32
56009 - VEHICLE & POW EQUIP - SUPPLIES	210.65	0.00	0.00	210.65
582095 - COMPUTER SOFTWARE	239.88	0.00	0.00	239.88
TOTAL EXPENDITURES	598,014.94	0.00	0.00	598,014.94

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

CATEGORY	LASER CODE	EXPEND- ITURES	ADJUSTMENTS/ REIMBURSE	CANCELLED WARRANTS	NET EXPENDITURES
089-AGE HENRY - ASSISTED LIVING FACILITIES-AGED	80404	8,685.00	0.00	0.00	8,685.00
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 UTIL - UTILITIES	00630	1,769.08	0.00	0.00	1,769.08
089-SAC HENRY - FEDERAL ADOPTION ASSIST - CHILD CARE REIMB	81201	2,100.00	(8,525.00)	0.00	(6,425.00)
089-SAE HENRY - FEDERAL ADOPTION ASSIST - ENHANCED MAINTEN	81203	52,692.00	0.00	0.00	52,692.00
089-SA HENRY - FEDERAL ADOPTION ASSISTANCE - BASIC MAINTEN	81201	57,279.00	0.00	0.00	57,279.00
089-FFL HENRY - FOSTERING FUTURES (IV-E) LOCAL FOSTER HOME CLOT - SUPPLEMENTAL CLOTHING	81402	775.28	0.00	0.00	775.28
EMAD - ENHANCED MAINTENANCE FOR ADS	81405	2,709.72	0.00	0.00	2,709.72
MAIN - BASIC MAINTENANCE	81402	19,980.24	0.00	0.00	19,980.24
TOTAL FOR HENRY - FOSTERING FUTURES (IV-E) LOCAL FOSTER HOMES		23,465.24	0.00	0.00	23,465.24
089-CPA HENRY - IV-E FOSTER CARE CHILD PLACING AGENCY CC - FOSTER CARE - CHILD CARE	81108	6,119.00	0.00	0.00	6,119.00
EMAD - ENHANCED MAINTENANCE FOR ADS	81112	26,894.45	0.00	0.00	26,894.45
R&B - MAIN	81108	12,887.23	0.00	0.00	12,887.23
TOTAL FOR HENRY - IV-E FOSTER CARE CHILD PLACING AGENCY		45,900.68	0.00	0.00	45,900.68
089-FFC HENRY - IV-E LOCAL AGENCY FOSTER FAMILY HOMES CLOT - SUPPLEMENTAL CLOTHING	81110	795.70	0.00	0.00	795.70
EMAD - ENHANCED MAINTENANCE FOR ADS	81113	2,912.00	0.00	0.00	2,912.00
R&B - MAIN	81110	2,975.91	(222.61)	0.00	2,753.30
TOTAL FOR HENRY - IV-E LOCAL AGENCY FOSTER FAMILY HOMES		6,683.61	(222.61)	0.00	6,461.00
089-NRA HENRY - NON-REOCCURRING IV-E ADOPTION SUBSIDY	81202	2,975.00	0.00	0.00	2,975.00

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

CATEGORY	LASER CODE	EXPEND- ITURES	ADJUSTMENTS/ REIMBURSE	CANCELLED WARRANTS	NET EXPENDITURES
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	20,938.00	0.00	0.00	20,938.00
TOTAL FOR HENRY - STATE ADOPTION ASSISTANCE		24,522.00	0.00	0.00	24,522.00
690-AGE MARTIN - ASSISTED LIVING FACILITIES-AGED	80404	5,010.00	0.00	0.00	5,010.00
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	2,618.17	0.00	0.00	2,618.17
TOTAL FOR MARTIN - EMERGENCY FUND		2,818.17	0.00	0.00	2,818.17
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					
MAIN - BASIC MAINTENANCE	81402	5,902.00	0.00	0.00	5,902.00
690-CPA MARTIN - IV-E FOSTER CARE CHILD PLACING AGENCY					
CLOT - SUPPLEMENTAL CLOTHING	81108	594.93	0.00	0.00	594.93
EMAD - ENHANCED MAINTENANCE FOR ADS	81112	1,593.32	0.00	0.00	1,593.32
R&B - MAIN	81108	800.87	0.00	0.00	800.87
TOTAL FOR MARTIN - IV-E FOSTER CARE CHILD PLACING AGENCY		2,989.12	0.00	0.00	2,989.12
690-FFC MARTIN - IV-E LOCAL AGENCY FOSTER FAMILY HOMES					
CLOT - SUPPLEMENTAL CLOTHING	81110	107.38	0.00	0.00	107.38
R&B - MAIN	81110	505.17	0.00	0.00	505.17
TOTAL FOR MARTIN - IV-E LOCAL AGENCY FOSTER FAMILY HOMES		612.55	0.00	0.00	612.55
690-RES MARTIN - IV-E RESIDENTIAL FACILITIES AND GROUP HOM					
CLOT - SUPPLEMENTAL CLOTHING	81107	542.59	0.00	0.00	542.59
R&B - ROOM & BOARD	81107	4,074.00	0.00	0.00	4,074.00
TOTAL FOR MARTIN - IV-E RESIDENTIAL FACILITIES AND GROUP HOMES		4,616.59	0.00	0.00	4,616.59
TOTAL EXPENDITURES		266,820.04	(8,747.61)	0.00	258,072.43

**PURCHASE OF SERVICE MONTHLY EXPENDITURE REPORT  
BY CATEGORY  
FOR THE MONTH OF SEPTEMBER 2025**

CATEGORY	LASER CODE	EXPEND- ITURES	ADJUSTMENTS/ REIMBURSE	CANCELLED WARRANTS	NET EXPENDITURES
089-APS HENRY - ADULT PROTECT SERV (OPS) (895) FEE - GUARDIANSHIP FEES	89501	0.00	(40.00)	0.00	(40.00)
089-COM HENRY - ADULT SERVICE -PAYROLL- COMPANION (833) DIS - SSI - DISABLED	83304	744.94	0.00	0.00	744.94
089-SUB HENRY - CHILD WELFARE SUBSTANCE ABUSE SERV(830)	83001	484.00	242.00	0.00	726.00
089-CWS HENRY - CHILD WELFARE SUPPLEMENTAL SERV (830)	83002	289.06	(242.00)	0.00	47.06
089-FPR HENRY - FAMILY PRESERVATION - P.S. (IVB2) (866) FAMU - FAMILIES (UNDUPLICATED)	86602	245.00	0.00	0.00	245.00
089-FP HENRY - FAMILY PRESERVATION - PURCH SERV (829) FAMU - FAMILIES (UNDUPLICATED)	82905	48.29	0.00	0.00	48.29
089-PP HENRY - IVE PREVENTION PROMISING PRACTICE HFW - HIGH FIDELITY WRAPAROUND (HFW)	83503	1,600.00	0.00	0.00	1,600.00
089-VTT HENRY VIEW TRANSITIONAL - TRANSPORTATION	87204	1,224.00	0.00	0.00	1,224.00
089-TRA HENRY VIEW TRANSPORTATION TRAN - TRANSPORTATION	87207	2,323.16	0.00	0.00	2,323.16
690-APS MARTIN ADULT PROTECTIVE SERVICES (895) FEE - GUARDIANSHIP FEES	89501	0.00	(20.00)	0.00	(20.00)
690-SUB MARTIN CHILD WELFARE SUBS ABUSE & SUP SERV(830)	83001	10.08	(10.08)	0.00	0.00
690-CWS MARTIN CHILD WELFARE SUPPLEMENTAL SERV(CWS) (830)	83002	0.00	10.08	0.00	10.08
690-VTT MARTIN VIEW TRANSITIONAL TRANSPORTATION	87204	1,588.00	0.00	0.00	1,588.00
690-TRA MARTIN VIEW TRANSPORTATION TRAN - TRANSPORTATION	87207	2,192.30	0.00	0.00	2,192.30
TOTAL EXPENDITURES		10,748.83	(60.00)	0.00	10,688.83

HENRY COUNTY  
MONTHLY EXPENDITURE REPORT  
FOR THE MONTH OF SEPTEMBER 2025

CATEGORY	LASER CODE	EXPEND- ITURES	ADJUSTMENTS/ REIMBURSE	CANCELLED WARRANTS	NET EXPENDITURES
GRAND TOTAL		875,583.81	(8,807.61)	0.00	866,776.20



## **BILLS AND EXPENDITURES**

B. October Monthly Bills and Expenditures

## REPORT #1

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

FOR FIVE MONTHS ENDED 10/31/25

CATEGORIES		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	78,333	80,415	(2,082)	154,585	152,035	34%
AUXILIARY GRANTS	M	130,000		130,000	128,113	43,333	52,274	(8,941)	77,726	75,839	40%
AUXILIARY GRANTS - SUPP HOUSING	H	15,000		15,000	15,250	5,000	6,600	(1,600)	8,400	8,650	44%
AUXILIARY GRANTS - SUPP HOUSING	M	32,000		32,000	30,933	10,667		10,667	32,000	18,218	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	333	-	333	1,000	1,000	0%
TANF MANUAL	M	1,000		1,000	1,000	333	-	333	1,000	1,000	0%
TANF - WORKING PARENTS	H	1,000		1,000	1,000	333	-	333	1,000	1,000	0%
TANF - WORKING PARENTS	M	1,000		1,000	1,000	333	-	333	1,000	1,000	0%
IVE - FOSTER CARE	H	730,000		730,000	396,208	243,333	147,625	95,708	582,375	248,583	20%
IVE - FOSTER CARE LOCAL ONLY*	H					-	8,525	(8,525)	(8,525)	(8,525)	
IVE - FOSTER CARE	M	95,000		95,000	13,430	31,667	12,861	18,806	82,139	569	14%
IVE - FOSTER CARE LOCAL ONLY*	M					-	-	-	-	-	
FOSTERING FUTURES FOSTER CARE	H	43,000		88,000	80,915	29,333	80,817	(51,484)	7,183	98	92%
FOSTERING FUTURES FOSTER CARE	M	3,000		3,000	6,520	1,000	2,337	(1,337)	663	4,183	78%
STATE ADOPTION ASST-SPEC NEED	H	80,000		80,000	62,939	26,667	46,507	(19,840)	33,493	16,432	58%
STATE ADOPTION ASST-SPEC NEED	M	10,000		10,000	-	3,333	-	3,333	10,000	-	0%
ADOPTION SUBSIDY FEDERAL IV-E	H	1,250,000		1,250,000	1,210,091	416,667	512,302	(95,635)	737,698	697,789	41%
ADOPTION SUBSIDY FEDERAL IV-E	M	51,000		51,000	31,381	17,000	14,118	2,882	36,882	17,263	28%
EMERGENCY FUND*	H	23,771		23,771	-	5,943	7,839	(1,896)	15,932	-	33%
EMERGENCY FUND*	M	21,066		21,066	-	5,267	8,601	(3,335)	12,465	-	41%
FUEL - LOCAL ONLY*	H	-		-	-	-	-	-	-	-	
FUEL - LOCAL ONLY*	M	-		-	-	-	135	(135)	(135)	-	
ADMIN - BASE POOL FUND	H-M	7,032,565		7,032,565	7,147,909	2,344,188	2,809,135	(464,947)	4,223,430	433,877	40%
ADMIN - NO LOCAL MATCH	H-M	388,313		388,313	346,211	129,438	171,533	(42,095)	216,780	174,678	44%
ADMIN - NO LOCAL NON GOV'T PIPP	H-M				66,164	-	23,736	(23,736)	(23,736)	42,428	
PASS-THROUGH ADMINISTRATION	H-M	807,058		807,058	132,382	269,019	-	269,019	807,058	132,382	0%
OUT STATION ELIG PASS-THRU	H-M	66,175		66,175	-	22,058	-	22,058	66,175	-	0%
COM BOARD/AWARD PRG*	H-M	9,043		9,043	-	2,261	2,090	171	6,953	-	23%
LOCAL ONLY - TRAVEL/OTHER*	H-M	4,410		4,410	-	1,103	624	478	3,786	-	14%
PURCHASED SER - ALL	H	388,231		388,231	180,893	129,410	64,337	65,073	323,894	117,540	17%
PURCHASED SER - ALL	M	166,472		166,472	124,262	55,491	16,210	39,281	150,262	99,947	10%
TOTAL		11,585,104	-	11,630,104	10,221,783	3,871,844	4,068,621	(196,777)	7,561,483	6,152,615	35%

REPORT # 2											
		LOCAL APPROVED									
		HENRY-MARTINSVILLE SOCIAL SERVICES						FOR FIVE MONTHS ENDED 10/31/2025			
		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	19,371	16,083	3,288	30,407	30,407	35%
AUXILIARY GRANTS	M	25,623		25,623	25,623	10,676	10,454	222	15,169	15,169	41%
AUX GRANT SUPPORTIVE HOUSING	H	3,050		3,050	3,050	1,271	1,320	(49)	1,730	1,730	43%
AUX GRANT SUPPORTIVE HOUSING	M	6,187		6,187	6,187	2,578	2,545	33	3,642	3,642	41%
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	-	7,924	7,839	85	15,932	-	33%
EMERGENCY FUND*	M	21,066		21,066	-	7,022	8,601	(1,579)	12,465	-	41%
FUEL - LOCAL ONLY	H	-		-	-	-	-	-	-	-	
FUEL - LOCAL ONLY	M	-		-	-	-	135	(135)	(135)	-	
							-				
ADMIN BASE POOL FUND	H-M	1,107,228		1,107,228	1,106,368	461,345	435,416	25,929	671,812	670,952	39%
PASS THROUGH ADMIN	H-M	531,156		531,156	87,372	221,315	-	221,315	531,156	87,372	0%
ELIG OUT STATION PASS THRU	H-M	-		-	-	-	-	-	-	-	
COMP BOARD/AWARD PROGRAM *	H-M	9,943		9,943	-	3,314	2,090	1,224	7,853		21%
LOCAL ONLY - TRAVEL/OTHER*	H-M	3,510		3,510	-	1,170	624	546	2,886		18%
PURCHASED SER - ALL	H	35,441		35,441	21,660	14,767	7,512	7,255	27,929	14,148	21%
PURCHASED SER - ALL	M	22,903		22,903	18,581	9,543	1,703	7,840	21,200	16,878	7%
TOTAL		1,836,368		1,836,368	1,315,331	760,296	502,847	257,449	1,333,521	831,773	27%

[illegible]

## ADMINISTRATIVE MONTHLY EXPENDITURE REPORT

## BY ACCOUNT

## FOR THE MONTH OF OCTOBER 2025

ACCOUNT NAME	EXPEND ITURES	ADJUSTMENTS/ REIMBURSE	CANCELLED WARRANTS	NET EXPENDITURES
51100 - SALARIES	385,823.06	0.00	0.00	385,823.06
51200 - SALARIES & WAGES - OVERTIME	3,772.21	0.00	0.00	3,772.21
51300 - PART TIME SALARY	7,370.63	0.00	0.00	7,370.63
52100 - FICA/MEDI	29,435.41	0.00	0.00	29,435.41
52210 - RETIREMENT	53,034.88	0.00	0.00	53,034.88
52300 - HEALTH	64,522.13	0.00	0.00	64,522.13
52410 - GROUP LIFE	4,322.52	0.00	0.00	4,322.52
52500 - LTD CORE	1,630.06	0.00	0.00	1,630.06
52600 - UNEMPLOYMENT INSURANCE	159.11	0.00	0.00	159.11
53110 - PROFESSIONAL HEALTH SERVICES	339.00	0.00	0.00	339.00
53150 - LEGAL SERVICES	15,147.00	0.00	0.00	15,147.00
53160 - PROFESSIONAL SERVICES - OTHER	680.59	0.00	(721.95)	(41.36)
53171 - EMPLOYEE ASSISTANC PROGRAM	326.25	0.00	0.00	326.25
53320 - MAINTENANCE SERVICE CONTRACTS	10,064.85	0.00	(65.00)	9,999.85
53600 - ADVERTISEMENT	62.44	0.00	0.00	62.44
53800 - PUR SERVCS FROM OTHER GOV'T	95.75	0.00	0.00	95.75
53908 - CONTRACTED CUSTODIAL SERVICE	2,772.00	0.00	0.00	2,772.00
55110 - ELECTRICAL SERVICES	2,123.13	0.00	0.00	2,123.13
55130 - WATER AND SEWER	226.78	0.00	0.00	226.78
55152 - GARBAGE SERVICE	250.38	0.00	0.00	250.38
55230 - TELECOMMUNICATIONS	3,382.50	0.00	0.00	3,382.50
55410 - LEASE - RENT OF EQUIPMENT	549.68	0.00	0.00	549.68
55420 - LEASE - RENT OF BUILDINGS	1,532.52	0.00	0.00	1,532.52
55530 - TRAVEL - SUBSISTENCE & LODGING	221.47	0.00	0.00	221.47
55540 - TRAVEL - CONVENTION/EDUCATION	995.23	0.00	(450.00)	545.23
56001 - OFFICE SUPPLIES	4,399.90	0.00	(881.98)	3,517.92
56005 - LAUNDRY, JANITORIAL SUPPLIES	1,272.78	0.00	0.00	1,272.78
56007 - REPAIR & MAINTENANCE SUPPLIES	745.35	0.00	0.00	745.35
56008 - VEHICLE & POWER EQUIP - FUEL	2,325.64	0.00	(75.17)	2,250.47
56009 - VEHICLE & POW EQUIP - SUPPLIES	2,193.72	0.00	(210.65)	1,983.07
56014 - OTHER SUPP & LOCAL ONLY TRAVEL	69.71	0.00	0.00	69.71
582095 - COMPUTER SOFTWARE	3,438.77	0.00	0.00	3,438.77
TOTAL EXPENDITURES	603,285.45	0.00	(2,404.75)	600,880.70

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

CATEGORY	LASER CODE	EXPEND- ITURES	ADJUSTMENTS/ REIMBURSE	CANCELLED WARRANTS	NET EXPENDITURES
089-AGE HENRY - ASSISTED LIVING FACILITIES-AGED	80404	8,685.00	0.00	0.00	8,685.00
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	00630	200.00	0.00	0.00	200.00
UTIL - UTILITIES	00630	2,614.45	0.00	0.00	2,614.45
TOTAL FOR HENRY - EMERGENCY FUND		2,814.45	0.00	0.00	2,814.45
089-SAC HENRY - FEDERAL ADOPTION ASSIST - CHILD CARE REIMB	81201	1,500.00	0.00	0.00	1,500.00
089-SAE HENRY - FEDERAL ADOPTION ASSIST - ENHANCED MAINTEN	81203	52,692.00	0.00	0.00	52,692.00
089-SA HENRY - FEDERAL ADOPTION ASSISTANCE - BASIC MAINTEN	81201	57,463.00	(18,355.00)	0.00	39,108.00
089-FFI HENRY - FOSTERING FUTURES (IV-E) INDEPENDENT LIVIN RENT - RENT (IN LIEU OF MAINTENANCE PAYMENT)	81403	1,300.00	0.00	0.00	1,300.00
089-FFL HENRY - FOSTERING FUTURES (IV-E) LOCAL FOSTER HOME					
CLOT - SUPPLEMENTAL CLOTHING	81402	245.36	0.00	0.00	245.36
MAIN - BASIC MAINTENANCE	81402	7,215.00	0.00	0.00	7,215.00
TOTAL FOR HENRY - FOSTERING FUTURES (IV-E) LOCAL FOSTER HOMES		7,460.36	0.00	0.00	7,460.36
089-CPA HENRY - IV-E FOSTER CARE CHILD PLACING AGENCY					
CC - FOSTER CARE - CHILD CARE	81108	1,652.00	0.00	0.00	1,652.00
CLOT - SUPPLEMENTAL CLOTHING	81108	110.49	0.00	0.00	110.49
EMAD - ENHANCED MAINTENANCE FOR ADS	81112	17,696.00	0.00	0.00	17,696.00
R&B - MAIN	81108	8,597.00	0.00	0.00	8,597.00
TOTAL FOR HENRY - IV-E FOSTER CARE CHILD PLACING AGENCY		28,055.49	0.00	0.00	28,055.49
089-FFC HENRY - IV-E LOCAL AGENCY FOSTER FAMILY HOMES					
CLOT - SUPPLEMENTAL CLOTHING	81110	450.01	0.00	0.00	450.01
EMAD - ENHANCED MAINTENANCE FOR ADS	81113	1,941.33	0.00	0.00	1,941.33
R&B - MAIN	81110	2,416.80	(307.35)	0.00	2,109.45
TRAV - FOSTER CARE - TRAVEL	81110	640.00	0.00	0.00	640.00
TOTAL FOR HENRY - IV-E LOCAL AGENCY FOSTER FAMILY HOMES		5,448.14	(307.35)	0.00	5,140.79

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

CATEGORY	LASER CODE	EXPEND- ITURES	ADJUSTMENTS/ REIMBURSE	CANCELLED WARRANTS	NET EXPENDITURES
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	2,583.00	0.00	0.00	2,583.00
TOTAL FOR HENRY - STATE ADOPTION ASSISTANCE		6,167.00	0.00	0.00	6,167.00
690-AGE MARTIN - ASSISTED LIVING FACILITIES-AGED	80404	5,010.00	0.00	0.00	5,010.00
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					
GROC - GROCERIES	00630	460.32	0.00	0.00	460.32
UTIL - UTILITIES	00630	2,937.89	0.00	0.00	2,937.89
TOTAL FOR MARTIN - EMERGENCY FUND		3,398.21	0.00	0.00	3,398.21
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					
MAIN - BASIC MAINTENANCE	81402	861.00	(5,041.00)	0.00	(4,180.00)
690-FUE MARTIN - LOCAL ONLY FUEL ASSISTANCE					
FUEL - LOCAL ONLY FUEL ASSISTANCE	00630	365.00	0.00	0.00	365.00
TOTAL EXPENDITURES		200,019.65	(23,703.35)	0.00	176,316.30

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

CATEGORY	LASER CODE	EXPEND- ITURES	ADJUSTMENTS/ REIMBURSE	CANCELLED WARRANTS	NET EXPENDITURES
089-APS HENRY - ADULT PROTECT SERV (OPS) (895) FEE - GUARDIANSHIP FEES	89501	0.00	(35.00)	0.00	(35.00)
089-COM HENRY - ADULT SERVICE -PAYROLL- COMPANION (833) DIS - SSI - DISABLED	83304	1,246.40	0.00	0.00	1,246.40
089-CWC HENRY - CASE WORKER CONTACTS	86608	2,209.00	0.00	0.00	2,209.00
089-SUB HENRY - CHILD WELFARE SUBSTANCE ABUSE SERV(830)	83001	2,193.61	0.00	0.00	2,193.61
089-CWS HENRY - CHILD WELFARE SUPPLEMENTAL SERV (830)	83002	27.60	0.00	0.00	27.60
089-FPR HENRY - FAMILY PRESERVATION - P.S. (IVB2) (866) FAMU - FAMILIES (UNDUPLICATED)	86602	3,325.00	(450.00)	0.00	2,875.00
089-FP HENRY - FAMILY PRESERVATION - PURCH SERV (829) FAMU - FAMILIES (UNDUPLICATED)	82905	192.20	0.00	0.00	192.20
089-FSU HENRY - FAMILY SUPPORT PUR SERV (IVB2) (866) FAMU - FAMILIES (UNDUPLICATED)	86601	3,200.00	0.00	0.00	3,200.00
089-PWP HENRY - IVE PREVENTION WELL-SUPPORTED PRACTICE BSFT - BRIEF STRATEGIC FAMILY THERAPY(BSFT)	83501	960.00	0.00	0.00	960.00
089-ILP HENRY INDEPENDENT LIVING - PURCHAED SERVICE (862) OSER - OTHER SERVICES	86201	618.78	0.00	0.00	618.78
089-RFS HENRY REUNIFICATION - FAM SUPT PRESRV (866) FAMU - FAMILIES (UNDUPLICATED)	86605	90.00	0.00	0.00	90.00
089-SNP HENRY SNAPET PURCHASED (844) PSER - SNAPET PURCHASES OR CONT SERVICES TRAN - SNAPET PARTICIPANT EXPENSES	84403 84404	1,000.00 130.00	0.00 0.00	0.00 0.00	1,000.00 130.00
TOTAL FOR HENRY SNAPET PURCHASED (844)		1,130.00	0.00	0.00	1,130.00
089-VTT HENRY VIEW TRANSITIONAL - TRANSPORTATION	87204	1,321.00	0.00	0.00	1,321.00



**PURCHASE OF SERVICE MONTHLY EXPENDITURE REPORT  
BY CATEGORY  
FOR THE MONTH OF OCTOBER 2025**

CATEGORY	LASER CODE	EXPEND- ITURES	ADJUSTMENTS/ REIMBURSE	CANCELLED WARRANTS	NET EXPENDITURES
089-TRA HENRY VIEW TRANSPORTATION TRAN - TRANSPORTATION	87207	2,256.54	0.00	0.00	2,256.54
089-VSU HENRY-VIEW SUPPORT SERVICES-UNSUBSIDIZED EMP	87202	481.65	0.00	0.00	481.65
690-APS MARTIN ADULT PROTECTIVE SERVICES (895) FEE - GUARDIANSHIP FEES	89501	0.00	(35.00)	0.00	(35.00)
690-SNP MARTIN SNAPET PURCHASED (844) PSER - SNAPET PURCHASES OR CONTRACTUAL SERV TRAN - SNAPET PARTICIPANT EXPENSES	84403 84404	1,300.00 150.00	0.00 0.00	0.00 0.00	1,300.00 150.00
TOTAL FOR MARTIN SNAPET PURCHASED (844)		1,450.00	0.00	0.00	1,450.00
690-VSU MARTIN VIEW SUPPORT SERVICES-UNSUBSIDIZED EMP	87202	1,803.67	0.00	0.00	1,803.67
690-TRA MARTIN VIEW TRANSPORTATION TRAN - TRANSPORTATION	87207	1,955.50	0.00	0.00	1,955.50
TOTAL EXPENDITURES		24,460.95	(520.00)	0.00	23,940.95

HENRY COUNTY  
MONTHLY EXPENDITURE REPORT  
FOR THE MONTH OF OCTOBER 2025

CATEGORY	LASER CODE	EXPEND- ITURES	ADJUSTMENTS/ REIMBURSE	CANCELLED WARRANTS	NET EXPENDITURES
GRAND TOTAL		827,766.05	(24,223.35)	(2,404.75)	801,137.95

# OLD BUSINESS

# NEW BUSINESS

## **NEW BUSINESS**

A. Adoption Awareness Month

# Henry-Martinsville Department of Social Services

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20 Progress Drive  
P.O. Box 4946  
Martinsville, VA 24115

**Lisa Thompson,**  
**Assistant Director Benefit Programs**



**Amy W. Rice**  
**Director III**

Phone (276) 656-4300  
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**April Evans,**  
**Assistant Director Family**  
**Services Programs**

## National Adoption Month

November is National Adoption Month, a time dedicated to honoring adoptive families and raising awareness about the **approximately 1,000 children who desire a permanent, loving home**. This month serves as opportunity to emphasize the transformative power of adoption and celebrate the **646 children who were adopted this fiscal year, an 18% increase from 2024**.

Under the theme “Family First: Adoption with Purpose and Direction,” we aim to underscore the importance of finding the right adoptive family — where children are not only welcomed but truly understood and supported in reaching their full potential. This year, we are placing special emphasis on the children and youth who often wait the longest for adoption. While every child in our care deserves recognition, our focus is on promoting equity by highlighting the needs of teenagers, sibling groups, and children of color, who remain disproportionately represented among those waiting for permanent placement.

Henry Martinsville DSS finalized 16 adoptions for FY25:

Ages 1-5	7	44%	Males	6	38%
Ages 10-12	5	31%	Females	10	63%
Ages 13-15	2	13%	African American	4	25%
Ages 16-17	2	13%	Caucasian	12	75%

Adoptions finalized in previous years (7/1-6/30):

FY24 6

FY23 15

FY22 13

FY21 7

FY20 4

# BENEFITS REPORTS

## **BENEFITS REPORTS**

### A. September Reports



RE: **September 2025 STATISTICS**

- **AUXILIARY GRANT:**

Applications received: 2

Applications Disposed: 1

Compliance Rate: 0%

Customers continued to next month: 27

- **CHILDCARE**

Applications received: 43

Applications Disposed: 61

Compliance Rate: 80.3%

Cases Continued to next month: 328

Customers continued to next month: 534

- **SNAP PROGRAM:**

Applications received: 412

Applications Disposed: 352

Compliance rate: 98.01%

**Reviews/** Recertifications disposed: 461

Cases Continued to next Month: 9,496

Participants in September: 13,958

Monthly issuance for September-\$2,248,823.

- **MEDICAID PROGRAM**

Applications Received: 354

Applications Disposed: 364

Compliance Rate: 93.7%

Cases Continued to next month: 20,114

Customers continued to next month (money/non-money payment): 23,585

- **TANF PROGRAM**

TANF Applications received: 35

AFDC-FC received: 2

Applications Disposed: 30

Compliance Rate: 100%

TANF Cases continued to next Month: 190

TANF Participant Count: 392

AFDC-FC continued to next month: 26

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- 4 vacant

1 = Fraud

1 = Energy Assistance Specialist\*

Vacancy rate= 40% 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.

Alleghany/Covington Multi FIPS	323	1566	1889	418	3203	3621	61,008.00	495,375.00	556,383.00
Chesterfield/Colonial Heights Multi FIPS	2046	13746	15792	3083	31053	34136	565,620.00	5,831,433.00	6,397,053.00
Fairfax County/Fairfax/Falls Church Multi FIPS	5887	23007	28894	8277	48319	56596	1,289,102.00	8,615,166.00	9,904,268.00
Greensville/Emporia Multi FIPS	331	1736	2067	478	3308	3786	67,834.00	587,401.00	655,235.00
Henry/Martinsville Multi FIPS	978	6648	7626	1167	12791	13958	173,858.00	2,074,965.00	2,248,823.00
Rockbridge/Buena Vista/Lexington Multi FIPS	382	1580	1962	457	3335	3792	55,641.00	495,946.00	551,587.00
Rockingham/Harrisonburg Multi FIPS	684	4174	4858	873	9133	10006	107,042.00	1,387,415.00	1,494,457.00
Augusta/Staunton/Waynesboro Multi FIPS	934	5833	6767	1309	11333	12642	195,530.00	1,748,639.00	1,944,169.00
York/Poquoson Multi FIPS	223	1501	1724	316	3285	3601	50,385.00	542,348.00	592,733.00

Central	14262	74744	89006	21037	151422	172459	3,451,379.00	27,367,805.00	30,819,184.00
Eastern	19586	96946	116532	26949	198106	225055	4,268,559.00	35,149,837.61	39,418,396.61
Northern	18057	85853	103910	27414	185525	212939	4,315,743.00	31,798,580.00	36,114,323.00
Piedmont	12930	67838	80768	17115	135262	152377	2,585,556.00	21,965,217.00	24,550,773.00
Western	9336	40313	49649	11876	79463	91339	1,584,851.00	12,471,829.00	14,056,680.00

Statewide	74171	365694	439865	104391	749778	854169	16,206,088.00	128,753,268.61	144,959,356.61
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\*\*\*\*\* END OF REPORT \*\*\*\*\*

## — *VIEW Participant Profiles* —

Henry-Martinsville Social Services ♦ Employment Services Unit

Statistics for the Month of September 2025-----Report October 2025

ID #	Sex	Age	Number Of Children	Job Title	Place Employed	Education	Hourly Wage & Hours Worked		Months in VIEW
01	F	27	1	Customer Service	Senture LLC	12 <sup>th</sup>	\$17.00	38hrs/wk.	VTP
02	M	42	4	Grounds Keeping	AARO Inc.	GED	\$13.50	39hrs/wk.	0
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.	8
06	F	34	1	Production	Jen Coat Inc.	12 <sup>th</sup>	\$16.00	38hrs/wk.	VTP
07	F	30	2	Management	A & D of Greensborough	12 <sup>th</sup>	\$17.50	38hrs/wk.	VTP
08	F	31	2	Customer Service	FasMart	12 <sup>th</sup>	\$13.15	35hrs/wk.	19
09	M	39	2	Customer Service	Stone Ridge Foundation	MS	\$30.04	32hrs/wk.	VTP
10	M	31	1	Grounds Keeping	Eastwood Mobile Home Park	GED	\$13.00	34hrs/wk.	TT
11	F	34	1	Production	Debbie Staffing	12 <sup>th</sup>	\$14.00	32hrs/wk.	TT
12	F	47	1	Customer Service	MACG, Inc.	2yrs. college	\$16.00	23hrs/wk.	1
13	F	38	2	Customer Service	Ameristaff at DSM Management	12 <sup>th</sup>	\$24.03	40hrs/wk.	VTP
14	F	25	1	Food Services	Fraternal Order of Eagles	12 <sup>th</sup>	\$12.41	24hrs/wk.	12
15	F	39	3	Customer Service	FasMart	12th	\$14.41	40hrs/wk.	20
16	F	36	2	Food Services	Curly's Good Ol' Eatin	12 <sup>th</sup>	\$13.75	22hrs/wk.	TT
17	F	33	3	CNA	Piney Forest Rehab	12th	\$17.50	40hrs/wk.	TT
18	F	43	2	Sales/Retail	Wal-Mart	12 <sup>th</sup>	\$14.00	38hrs/wk.	7
19	F	35	1	Medical/PCA	R. Hankins	12 <sup>th</sup>	\$13.00	32hrs/wk.	TT
20	F	34	3	Customer Service	America's Best	12 <sup>th</sup>	\$13.00	40hrs/wk.	2

### Current Statistics

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

VIEW 24 month Clock		Demographics		Employment and Wages	
1-8 months on clock	5	Average Age -	34.4	Full Time — \$12.91 - \$30.04	At least 30 hours/week 15
9-16 months on clock	1	Average Number of Children-	2.05		
17-24 months on clock	2	Average Hourly Wage-	\$15.75	Part-time – \$12.41 - \$17.06	At least 12 hours/week 5
Transitional 12 months-	12	Female – 85%	Male – 15%		

**Total VIEW and VIEW Transitional Participants – 87**

### Employment Services

#### Day Care

	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25
Henry County	206	204	210	212	228	225	227	228	227
Martinsville	82	82	83	91	93	95	100	104	101
HC waitlist	103	104	90	78	57	73	58	55	45
MC waitlist	40	40	22	1	0	0	0	14	9
<b>Total</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>	<b>382</b>

#### VIEW

	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25
Henry County	44	40	45	47	48	50	52	59	59
Martinsville	29	26	26	26	26	23	26	21	28
<b>Total</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>	<b>87</b>

#### SNAPET

	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25
Henry County	9	7	7	6	11	12	11	11	10
Martinsville	2	3	3	3	3	3	3	4	3
<b>Total</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>	<b>13</b>

### Benefit Programs

#### Medicaid

**Total**

Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25
25,088	24,837	24,659	23,855	23,829	23,867	23,933	23,559	23,585

#### SNAP

**Total**

Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25
14,183	14,132	14,070	14,018	14,071	13,894	14,047	13,990	13,958

#### TANF

**Total**

Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25
373	366	368	371	377	357	379	373	392

**HENRY MARTINSVILLE DEPARTMENT OF SOCIAL SERVICES**  
**FRAUD REPORT**  
**SUMMARY OF ACTION**  
**09/01/2025-09/30/2025**

**INVESTIGATIONS**

**REFERRALS RECEIVED**

11 Intra-Agency/outside source/CIP      10 – County      1- City

Completed (Pre-eligibility determination/post eligibility determination)

5 unsubstantiated 1 Initiate ADH/Prosecution    substantiated 5– County 1 - City

\$ 756.00 over issuance/payment amount

\$ 12,928.00 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 2.5 Total Fraud Investigator In-Field Hours

**AGENCY RESTITUTION**

	TANF	SNAP	MEDICAID	DAYCARE	ENERGY	TOTAL
Recoupment	26.20	1809.00	0.00	0.00	0.00	\$1835.20
Cash/Check/Money Order Payment	0.00	390.03	0.00	0.00	0.00	\$390.03
Debt Set Off/ Restoration Offset	0.00	939.80	0.00	0.00	0.00	\$939.80
Expunged	0.00	0.00	0.00	0.00	0.00	\$0.00

Respectfully submitted,

Katie Athey

Fraud Investigator

10/08/2025

## **BENEFITS REPORTS**

### B. October Reports

RE: **October 2025 STATISTICS**

- **AUXILIARY GRANT:**

Applications received: 0

Applications Disposed: 2

Compliance Rate: 100%

Customers continued to next month: 27

- **CHILDCARE**

Applications received: 45

Applications Disposed: 48

Compliance Rate: 81%

Cases Continued to next month: 334

Customers continued to next month: 548

- **SNAP PROGRAM:**

Applications received: 341

Applications Disposed: 304

Compliance rate: 98.03%

**Reviews/** Recertifications disposed: 412

Cases Continued to next Month: 9,366

Participants in October: 13,636

Monthly issuance for October: \$2,197,499

- **MEDICAID PROGRAM**

Applications Received: 330

Applications Disposed: 345

Compliance Rate: 94.3%

Cases Continued to next month: 20,110

Customers continued to next month (money/non-money payment): 23,583

- **TANF PROGRAM**

TANF Applications received: 59

AFDC-FC received: 5

Applications Disposed: 43

Compliance Rate: 97.7%

TANF Cases continued to next Month: 184

TANF Participant Count: 377

AFDC-FC continued to next month: 24

Submitted by: Lisa Thompson Assistant Director- BP



# BENEFIT PROGRAMS UNIT OVERVIEW

November 2025

INTAKE – Processes new applications for SNAP & Medicaid

Positions – Supervisor and 9 line staff

1 vacant = 10% vacancy rate

4 in the training unit

50% operating vacancy rate

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

Positions 2 Supervisors & 22 line staff

4 vacant = 17% vacancy rate.

4 in training

33% operating vacancy rate

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

Positions Supervisor and 9 line staff

7 = LTC- 3 vacant (1 in training)

1 = Fraud

1 = Energy Assistance Specialist\*

Vacancy rate= 30% vacancy rate (40% operating 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.



## — *VIEW Participant Profiles* —

Henry-Martinsville Social Services ♦ Employment Services Unit  
Statistics for the Month of October 2025-----Report November 2025

ID #	Sex	Age	Number Of Children	Job Title	Place Employed	Education	Hourly Wage & Hours Worked		Months in VIEW
01	F	27	1	Customer Service	Senture LLC	12 <sup>th</sup>	\$17.00	38hrs/wk.	VTP
02	M	42	4	Grounds Keeping	AARO Inc.	GED	\$13.50	39hrs/wk.	1
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	12 <sup>th</sup>	\$12.75	25hrs/wk.	9
06	F	34	1	Production	Jen Coat Inc.	12 <sup>th</sup>	\$16.00	38hrs/wk.	VTP
07	F	30	2	Management	A & D of Greensborough	12 <sup>th</sup>	\$17.50	38hrs/wk.	VTP
08	F	36	1	Production	Nilit America Inc.	GED	\$16.50	42hrs/wk.	2
09	M	39	2	Customer Service	Stone Ridge Foundation	MS	\$30.04	32hrs/wk.	VTP
10	M	31	1	Grounds Keeping	Eastwood Mobile Home Park	GED	\$13.00	34hrs/wk.	TT
11	F	34	1	Production	Debbie Staffing	12 <sup>th</sup>	\$14.00	32hrs/wk.	TT
12	F	47	1	Customer Service	MACG, Inc	2yrs. college	\$16.00	34hrs/wk.	02
13	F	38	2	Customer Service	Ameristaff at DSM Management	12 <sup>th</sup>	\$24.03	40hrs/wk.	VTP
14	F	25	1	Food Services	Fraternal Order of Eagles	12 <sup>th</sup>	\$12.41	24hrs/wk.	13
15	F	39	3	Customer Service	FasMart	12 <sup>th</sup>	\$14.41	40hrs/wk.	21
16	F	36	2	Food Services	Curly's Good Ol' Eatin'	12 <sup>th</sup>	\$13.75	22hrs/wk.	TT
17	F	33	3	CNA	Piney Forest Rehab	12 <sup>th</sup>	\$17.50	40hrs/wk.	TT
18	F	43	2	Sales/Retail	Wal-Mart	12 <sup>th</sup>	\$14.00	38hrs/wk.	8
19	F	35	1	Medical/PCA	R. Hankins	12 <sup>th</sup>	\$13.00	32hrs/wk.	TT
20	F	34	3	Customer Service	America's Best	12 <sup>th</sup>	\$13.00	40hrs/wk.	3
21	F	31	3	Food Services	Biscuitville	12 <sup>th</sup>	\$15.00	30hrs/wk.	23

### Current Statistics

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

VIEW 24 month Clock		Demographics		Employment and Wages	
1-8 months on clock	5	Average Age -	34.4	Full Time — \$13.00 - \$30.04	At least 30 hours/week 14
9-16 months on clock	2	Average Number of Children-	2.05		
17-24 months on clock	2	Average Hourly Wage-	\$15.87	Part-time – \$12.41 - \$13.75	At least 12 hours/week 7
Transitional 12 months-	12	Female – 85.7%	Male – 14.3%		

**Total VIEW and VIEW Transitional Participants – 84**

### Employment Services

#### Day Care

	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25
Henry County	204	210	212	228	225	227	228	227	229
Martinsville	82	83	91	93	95	100	104	101	105
HC waitlist	104	90	78	57	73	58	55	45	31
MC waitlist	40	22	1	0	0	0	14	9	10
<b>Total</b>	<b>430</b>	<b>405</b>	<b>382</b>	<b>378</b>	<b>393</b>	<b>385</b>	<b>401</b>	<b>382</b>	<b>375</b>

#### VIEW

	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25
Henry County	40	45	47	48	50	52	59	59	58
Martinsville	26	26	26	26	23	26	21	28	26
<b>Total</b>	<b>66</b>	<b>71</b>	<b>73</b>	<b>74</b>	<b>73</b>	<b>78</b>	<b>80</b>	<b>87</b>	<b>84</b>

#### SNAPET

	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25
Henry County	7	7	6	11	12	11	11	10	8
Martinsville	3	3	3	3	3	3	4	3	4
<b>Total</b>	<b>10</b>	<b>10</b>	<b>9</b>	<b>14</b>	<b>15</b>	<b>14</b>	<b>15</b>	<b>13</b>	<b>12</b>

### Benefit Programs

#### Medicaid

**Total**

Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25
24,837	24,659	23,855	23,829	23,867	23,933	23,559	23,585	23,583

#### SNAP

**Total**

Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25
14,132	14,070	14,018	14,071	13,894	14,047	13,990	13,958	13,636

#### TANF

**Total**

Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25
366	368	371	377	357	379	373	392	377

**HENRY MARTINSVILLE DEPARTMENT OF SOCIAL SERVICES**  
**FRAUD REPORT**  
**SUMMARY OF ACTION**  
**10/01/2025-10/31/2025**

**INVESTIGATIONS**

**REFERRALS RECEIVED**

4 Intra-Agency/outside source/CIP      1 – County      3- City

Completed (Pre-eligibility determination/post eligibility determination)

7 unsubstantiated 1 Initiate ADH/Prosecution    substantiated 4– County 4 - City

\$ 436.00 over issuance/payment amount

\$ 2,730.00 cost savings of finalized investigations

**INTENTIONAL PROGRAM VIOLATIONS**

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

3 Pending in Court System/ADH Process

5 Home Visits 0 Court hours 3.5 Total Fraud Investigator In-Field Hours

**AGENCY RESTITUTION**

	TANF	SNAP	MEDICAID	DAYCARE	ENERGY	TOTAL
Recoupment	0.00	0.00	0.00	0.00	0.00	\$0.00
Cash/Check/Money Order Payment	0.00	0.00	0.00	0.00	0.00	\$0.00
Debt Set Off/ Restoration Offset	0.00	0.00	0.00	0.00	0.00	\$0.00
Expunged	0.00	0.00	0.00	0.00	0.00	\$0.00

**RESTITUTION AMOUNTS UNKNOWN AS REPORT NOT AVAILABLE, AND PER**  
**FRAUD MANAGEMENT, IT MAY BE DUE TO THE SHUTDOWN**

Respectfully submitted,

Katie Athey

Fraud Investigator

11/13/2025

# SERVICES REPORTS

## **SERVICES REPORTS**

### A. September Reports

**Foster Care Unit:**

	Target	Sept 24	Oct. 24	24-Nov	24-Dec	Jan. 25	25-Feb	25-Mar	April 25	May 25	June 25	July 25	Aug. 25	Sept 25
<b>Number of Children in Foster Care</b>														
<b>Henry County</b>		82	79	77	79	71	73	76	73	73	62	66	64	55
<b>Martinsville</b>		10	10	10	10	10	10	10	12	11	11	8	8	8
<b>Total</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>64</b>
<b>Monthly Foster Care Visits</b>														
<b>% required</b>	>95% *	<b>83%</b>	<b>99%</b>	<b>96%</b>	<b>74%</b>	<b>93%</b>	<b>95%</b>	<b>96%</b>	<b>97%</b>	<b>85%</b>	<b>99.0%</b>	<b>99.0%</b>	<b>95.0%</b>	<b>99%</b>
<b>In Residence</b>	>50% **	<b>62%</b>	<b>61%</b>	<b>61%</b>	<b>61%</b>	<b>60%</b>	<b>62%</b>	<b>60%</b>	<b>83%</b>	<b>61%</b>	<b>62.0%</b>	<b>63.0%</b>	<b>64.0%</b>	<b>66%</b>
<b>Congregate Care Placements</b>														
<b>Count</b>		15	14	13	16	13	13	11	12	13	13	12	8	9
<b>%</b>	<16% ***	<b>16%</b>	<b>20%</b>	<b>18%</b>	<b>19%</b>	<b>18%</b>	<b>18%</b>	<b>16%</b>	<b>17%</b>	<b>19%</b>	<b>19%</b>	<b>19%</b>	<b>14%</b>	<b>18%</b>
<b>Kinship/Fictive Placements</b>														
<b>Count</b>		10	11	11	11	8	8	9	9	9	8	9	8	9
<b>%</b>	<35%	<b>11%</b>	<b>12%</b>	<b>13%</b>	<b>13%</b>	<b>10%</b>	<b>10%</b>	<b>10%</b>	<b>11%</b>	<b>11%</b>	<b>13%</b>	<b>15%</b>	<b>14%</b>	<b>16%</b>
<b>Approved Foster Homes</b>														
<b>Henry County</b>		16	16	17	17	16	16	16	16	16	16	16	16	12
<b>Martinsville</b>		2	2	2	2	2	2	2	2	2	2	2	2	4
<b>Total</b>		<b>18</b>	<b>18</b>	<b>19</b>	<b>19</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>16</b>
<b>Foster Care Staff Vacancy Rate</b>														
<b>Filled Positions</b>		7	7	6	5	4	5	5	6	5	5	5	5	6
<b>Vacant Positions</b>		1	1	2	3	4	3	3	2	3	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>		<b>13%</b>	<b>13%</b>	<b>25%</b>	<b>38%</b>	<b>50%</b>	<b>38%</b>	<b>38%</b>	<b>25%</b>	<b>38%</b>	<b>38%</b>	<b>38%</b>	<b>38%</b>	<b>25%</b>

\* how many children received at least one face-to-face contact client foster care contact for each whole calendar monththey 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 ingroup settings.



Child Protective Services:

	Target	Sept. 24	Oct. 24	24-Nov	24-Dec	Jan. 25	Feb. 25	25-Mar	April 25	May 25	June 25	July 25	Aug 25	Sept. 25
<b>CPS Complaints (Valid &amp; Invalid)</b>														
Henry County		61	73	64	48	77	46	59	41	30	41	48	52	75
Martinsville		20	23	12	13	17	12	15	16	35	18	4	16	19
<b>Total</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>94</b>
<b>CPS Investigations/Family Assessment (valid)</b>														
Henry County		16	16	21	13	20	16	20	33	14	14	19	20	23
Martinsville		6	10	4	4	5	4	6	9	10	2	1	4	4
<b>Total</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>27</b>
<b>CFSR Timelines of First Contact w/ victim (completed contact)</b>														
Count		21	29	31	20	31	25	16	51	21	23	33	30	40
%	> 95%*	81%	97%	94%	100%	100%	96%	84%	93%	88%	100.0%	87.0%	94.0%	93%
<b>Timeliness of First Contact w/victim (completed and attempted contact)</b>														
Count		23	29	31	20	31	26	18	51	21	23	34	30	40
%	> 95%	89%	97%	94%	100%	100%	100%	95%	93%	88%	100%	89%	94%	93%
<b>CPS Referrals Closed before due date</b>														
Count		1	9	6	9	4	6	4	16	3	11	6	10	8
%	>85%**	11%	43%	26%	26%	33%	67%	40%	50%	11%	65%	33%	67%	26%
<b>CPS Staff Vacancy Rate</b>														
Filled Positions		6	6	6	6	6	5	6	7	5	6	6	6	6
Vacant Positions		3	3	3	2	2	3	2	2	3	2	3	3	3
Total Positions		8	8	8	8	8	8	8	8	8	8	9	9	9
<b>Vacancy Rate</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>33%</b>	<b>33%</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	Sept 24	Oct. 24	Nov 24	Dec 24	Jan. 25	Feb. 25	25-Mar	April 25	May 25	June 25	July 25	Aug 25	Sept 25
<b>Family Preservation Cases</b>														
Family Support Services Cases		34	32	28	24	20	22	23	20	25	29	32	27	24
In Home Service Cases		19	17	17	13	12	10	10	10	14	14	13	12	17
Total # of cases		53	50	45	37	32	32	33	30	39	43	45	39	41
<b>In Home Case Contacts made</b>														
Count		50	43	51	45	38	44	37	36	45	49	53	56	63
%	>90%*	98%	98%	85%	96%	85%	96%	93%	86%	87%	96%	98%	93%	91%
<b>Family Support Case Contacts made</b>														
Count		82	88	75	63	53	42	72	47	54	68	81	75	75
%	>90%**	88%	96%	80%	83%	91%	86%	89%	78%	90%	78%	88%	84%	93%
<b>Service Plan Current</b>														
Count		12	8	10	13	9	7	5	8	9	7	10	7	8
%	>90%***	92%	67%	83%	87%	81%	78%	83%	62%	75%	78%	90%	64%	73%
<b>Family Preservation Staff Vacancy Rate</b>														
Filled Positions		6	6	6	8	8	8	6	6	6	6	6	6	5
Vacant Positions		2	2	2	0	0	0	2	2	1	1	2	2	3
Total Positions		8	8	8	8	8	8	8	8	8	8	8	8	8
<b>Vacancy Rate (real time)</b>		25%	25%	25%	0%	0%	0%	25%	25%	10%	10%	25%	25%	38%

\* 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:**

<b>APS Complaints</b>	<b>Target</b>	<b>Sept. 24</b>	<b>Oct. 24</b>	<b>Nov 24</b>	<b>Dec 24</b>	<b>Jan. 25</b>	<b>Feb. 25</b>	<b>25-Mar</b>	<b>April 25</b>	<b>May 25</b>	<b>June 25</b>	<b>July 25</b>	<b>Aug 25</b>	<b>Sept. 25</b>
Henry County		46	30	24	29	31	28	25	42	24	40	46	30	28
Martinsville		8	20	12	15	18	14	12	18	15	22	15	11	18
<b>Total</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>46</b>
<b>APS Valid Complaints</b>														
Henry County		30	26	22	27	29	23	21	32	22	34	40	24	24
Martinsville		7	20	12	14	13	13	9	17	14	19	12	10	10
<b>Total</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>34</b>
<b>Timeliness of Investigation Initiation</b>	<b>*&gt;95%</b>													
<b>Count</b>		37	46	34	41	42	36	30	49	36	53	52	34	34
<b>(%)</b>		<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Timeliness of Disposition</b>	<b>**&gt;95%</b>													
<b>Count</b>		36	46	33	29	41	36	30	30	35	52	49	36	41
<b>(%)</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>100%</b>
<b>Ongoing APS Monthly Contact</b>	<b>***&gt;95%</b>													
<b>Count</b>		2	5	3	2	3	2	3	1	0	0	0	0	0
<b>(%)</b>		<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>67%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</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>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</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 recieved in the LDSS.

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

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

**Purchased Services**

	Sept. 24	Oct-24	24-Nov	24-Dec	Jan. 25	Feb. 25	25-Mar	April 25	May 25	Jun-25	Jul-25	Aug-25	Sept. 25
Adult Serv/Companion	1	1	1	1	1	1	1	1	1	1	1	1	1
VIEW Purchased	44	22	10	38	20	33	30	29	29	32	24	25	31
SNAPET Purchased	7	8	2	8	15	2	2	0	2	1	0	0	0
Adult Protective Services	1	0	2	0	0	0	2	1	0	1	2	0	0
Family Preservation	27	11	16	19	13	9	3	21	32	9	19	19	10
<b>Total</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>	<b>42</b>

September 2025

## Martinsville City (690)

Total Clients Seen 20

<u>Request</u>	<u>Amount spent</u>	<u>Customers Seen</u>
Rent/Mortgage	\$0.00	3
Fuel	\$0.00	0
Food/clothing	\$0.00	4
Utilities	\$1,403.21	13
Other	\$460.32	1 (Pantry Order)
RX'S	\$0.00	0

**Total** \$1,863.53

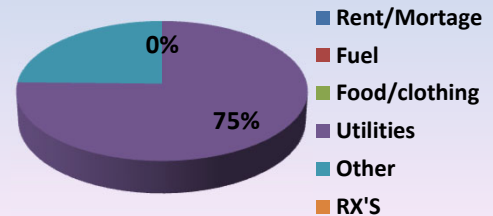
**Total pledged but not spent** \$0.00

### Action Taken

Assisted Emergency Fund	7
Waiting balance to be paid	0
Pantry /Closet	4
Denied & others	9

**Total** 20

Emergency Services (Martinsville 690)



Percentages based on actual expenditures

Martinsville City Emergency Fund Starting Balance \$17,556.59

Martinsville City Emergency Fund Ending Balance \$15,693.06

September 2025

## Henry County (089)

Total Clients Seen 31

<u>Request</u>	<u>Amount spent</u>	<u>Customers Seen</u>
Rent/Mortgage	\$200.00	8
Fuel	\$0.00	0
Food/Clothes	\$0.00	1
Utilities	\$2,720.53	22
Other	\$0.00	0
RX'S	\$0.00	0

**Total** \$2,920.53

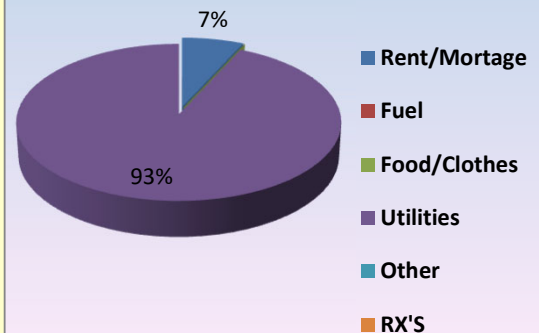
**Total pledged but not spent**

### Action Taken

Assisted Emergency Fund	15
Waiting to be paid	0
Pantry/Closet	1
Denied & other	15

**Total** 31

Emergency Services (Henry County 089)



Percentages based on actual expenditures

County Emergency Fund Starting Balance \$20,672.36

County Emergency Fund Ending Balance \$17,751.83

## **SERVICES REPORTS**

### B. October Reports

**Foster Care Unit:**

	Target	Oct. 24	24-Nov	24-Dec	Jan. 25	25-Feb	25-Mar	April 25	May 25	June 25	July 25	Aug. 25	Sept 25	Oct 25
<b>Number of Children in Foster Care</b>														
<b>Henry County</b>		79	77	79	71	73	76	73	73	62	66	64	55	60
<b>Martinsville</b>		10	10	10	10	10	10	12	11	11	8	8	8	8
<b>Total</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>64</b>	<b>68</b>
<b>Monthly Foster Care Visits</b>														
<b>% required</b>	<b>&gt;95% *</b>	<b>99%</b>	<b>96%</b>	<b>74%</b>	<b>93%</b>	<b>95%</b>	<b>96%</b>	<b>97%</b>	<b>85%</b>	<b>99.0%</b>	<b>99.0%</b>	<b>95.0%</b>	<b>99%</b>	<b>96%</b>
<b>In Residence</b>	<b>&gt;50% **</b>	<b>61%</b>	<b>61%</b>	<b>61%</b>	<b>60%</b>	<b>62%</b>	<b>60%</b>	<b>83%</b>	<b>61%</b>	<b>62.0%</b>	<b>63.0%</b>	<b>64.0%</b>	<b>66%</b>	<b>67%</b>
<b>Congregate Care Placements</b>														
<b>Count</b>		14	13	16	13	13	11	12	13	13	12	8	9	9
<b>%</b>	<b>&lt;16% ***</b>	<b>20%</b>	<b>18%</b>	<b>19%</b>	<b>18%</b>	<b>18%</b>	<b>16%</b>	<b>17%</b>	<b>19%</b>	<b>19%</b>	<b>19%</b>	<b>14%</b>	<b>18%</b>	<b>16%</b>
<b>Kinship/Fictive Placements</b>														
<b>Count</b>		11	11	11	8	8	9	9	9	8	9	8	9	8
<b>%</b>	<b>&lt;35%</b>	<b>12%</b>	<b>13%</b>	<b>13%</b>	<b>10%</b>	<b>10%</b>	<b>10%</b>	<b>11%</b>	<b>11%</b>	<b>13%</b>	<b>15%</b>	<b>14%</b>	<b>16%</b>	<b>15%</b>
<b>Approved Foster Homes</b>														
<b>Henry County</b>		16	17	17	16	16	16	16	16	16	16	16	12	9
<b>Martinsville</b>		2	2	2	2	2	2	2	2	2	2	2	4	4
<b>Total</b>		<b>18</b>	<b>19</b>	<b>19</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>16</b>	<b>13</b>
<b>Foster Care Staff Vacancy Rate</b>														
<b>Filled Positions</b>		7	6	5	4	5	5	6	5	5	5	5	6	7
<b>Vacant Positions</b>		1	2	3	4	3	3	2	3	3	3	3	2	1
<b>Total Positions</b>		8	8	8	8	8	8	8	8	8	8	8	8	8
<b>Vacancy Rate</b>		<b>13%</b>	<b>25%</b>	<b>38%</b>	<b>50%</b>	<b>38%</b>	<b>38%</b>	<b>25%</b>	<b>38%</b>	<b>38%</b>	<b>38%</b>	<b>38%</b>	<b>25%</b>	<b>13%</b>

\* how many children received at least one face-to-face contact client foster care contact for each whole calendar monththey 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 ingroup settings.

Child Protective Services:

	Target	Sept. 24	Oct. 24	24-Nov	24-Dec	Jan. 25	Feb. 25	25-Mar	April 25	May 25	June 25	July 25	Aug 25	Sept. 25	Oct 25
<b>CPS Complaints (Valid &amp; Invalid)</b>															
Henry County		61	73	64	48	77	46	59	41	30	41	48	52	75	82
Martinsville		20	23	12	13	17	12	15	16	35	18	4	16	19	21
<b>Total</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>94</b>	<b>103</b>
<b>CPS Investigations/Family Assessment (valid)</b>															
Henry County		16	16	21	13	20	16	20	33	14	14	19	20	23	24
Martinsville		6	10	4	4	5	4	6	9	10	2	1	4	4	11
<b>Total</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>27</b>	<b>35</b>
<b>CFSR Timelines of First Contact w/ victim (completed contact)</b>															
Count		21	29	31	20	31	25	16	51	21	23	33	30	40	54
%	> 95%*	81%	97%	94%	100%	100%	96%	84%	93%	88%	100.0%	87.0%	94.0%	93%	100%
<b>Timeliness of First Contact w/victim (completed and attempted contact)</b>															
Count		23	29	31	20	31	26	18	51	21	23	34	30	40	54
%	> 95%	89%	97%	94%	100%	100%	100%	95%	93%	88%	100%	89%	94%	93%	100%
<b>CPS Referrals Closed before due date</b>															
Count		1	9	6	9	4	6	4	16	3	11	6	10	8	11
%	>85%**	11%	43%	26%	26%	33%	67%	40%	50%	11%	65%	33%	67%	26%	58%
<b>CPS Staff Vacancy Rate</b>															
Filled Positions		6	6	6	6	6	5	6	7	5	6	6	6	6	7
Vacant Positions		3	3	3	2	2	3	2	2	3	2	3	3	3	2
Total Positions		8	8	8	8	8	8	8	8	8	8	9	9	9	9
<b>Vacancy Rate</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>33%</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	Oct. 24	Nov 24	Dec 24	Jan. 25	Feb. 25	25-Mar	April 25	May 25	June 25	July 25	Aug 25	Sept 25	Oct. 25
<b>Family Preservation Cases</b>														
Family Support Services Cases		32	28	24	20	22	23	20	25	29	32	27	24	22
In Home Service Cases		17	17	13	12	10	10	10	14	14	13	12	17	14
Total # of cases		50	45	37	32	32	33	30	39	43	45	39	41	36
<b>In Home Case Contacts made</b>														
Count		43	51	45	38	44	37	36	45	49	53	56	63	62
%	>90%*	98%	85%	96%	85%	96%	93%	86%	87%	96%	98%	93%	91%	89%
<b>Family Support Case Contacts made</b>														
Count		88	75	63	53	42	72	47	54	68	81	75	75	66
%	>90%**	96%	80%	83%	91%	86%	89%	78%	90%	78%	88%	84%	93%	90%
<b>Service Plan Current</b>														
Count		8	10	13	9	7	5	8	9	7	10	7	8	10
%	>90%***	67%	83%	87%	81%	78%	83%	62%	75%	78%	90%	64%	73%	67%
<b>Family Preservation Staff Vacancy Rate</b>														
Filled Positions		6	6	8	8	8	6	6	6	6	6	6	5	5
Vacant Positions		2	2	0	0	0	2	2	1	1	2	2	3	3
Total Positions		8	8	8	8	8	8	8	8	8	8	8	8	8
Vacancy Rate (real time)		25%	25%	0%	0%	0%	25%	25%	10%	10%	25%	25%	38%	38%

\* 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:**

<b>APS Complaints</b>	<b>Target</b>	<b>Oct. 24</b>	<b>Nov 24</b>	<b>Dec 24</b>	<b>Jan. 25</b>	<b>Feb. 25</b>	<b>25-Mar</b>	<b>April 25</b>	<b>May 25</b>	<b>June 25</b>	<b>July 25</b>	<b>Aug 25</b>	<b>Sept. 25</b>	<b>Oct 25</b>
Henry County		30	24	29	31	28	25	42	24	40	46	30	28	26
Martinsville		20	12	15	18	14	12	18	15	22	15	11	18	15
<b>Total</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>46</b>	<b>41</b>
<b>APS Valid Complaints</b>														
Henry County		26	22	27	29	23	21	32	22	34	40	24	24	22
Martinsville		20	12	14	13	13	9	17	14	19	12	10	10	12
<b>Total</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>34</b>	<b>34</b>
<b>Timeliness of Investigation Initiation</b>	<b>*&gt;95%</b>													
<b>Count</b>		46	34	41	42	36	30	49	36	53	52	34	34	34
<b>(%)</b>		<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Timeliness of Disposition</b>	<b>**&gt;95%</b>													
<b>Count</b>		46	33	29	41	36	30	30	35	52	49	36	41	33
<b>(%)</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>100%</b>	<b>98%</b>
<b>Ongoing APS Monthly Contact</b>	<b>***&gt;95%</b>													
<b>Count</b>		5	3	2	3	2	3	1	0	0	0	0	0	0
<b>(%)</b>		<b>100%</b>	<b>100%</b>	<b>67%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</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>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</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 recieved in the LDSS.

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

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

**Purchased Services**

	Oct-24	24-Nov	24-Dec	Jan. 25	Feb. 25	25-Mar	April 25	May 25	Jun-25	Jul-25	Aug-25	Sept. 25	Oct-25
Adult Serv/Companion	1	1	1	1	1	1	1	1	1	1	1	1	1
VIEW Purchased	22	10	38	20	33	30	29	29	32	24	25	31	35
SNAPET Purchased	8	2	8	15	2	2	0	2	1	0	0	0	4
Adult Protective Services	0	2	0	0	0	2	1	0	1	2	0	0	0
Family Preservation	11	16	19	13	9	3	21	32	9	19	19	10	19
<b>Total</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>	<b>42</b>	<b>59</b>

October 2025

## Martinsville City (690)

**Total Clients Seen 25**

<u>Request</u>	<u>Amount spent</u>	<u>Customers Seen</u>
Rent/Mortgage	\$0.00	5
Fuel	\$0.00	0
Food/clothing	\$0.00	5
Utilities	\$1,934.68	15
Other	\$0.00	0
RX'S	\$0.00	0

**Total** \$1,934.68

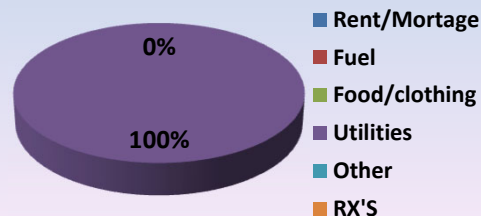
**Total pledged but not spent** \$0.00

### Action Taken

Assisted Emergency Fund	10
Waiting balance to be paid	0
Pantry /Closet	5
Denied & others	10

**Total** 25

Emergency Services (Martinsville 690)



Percentages based on actual expenditures

Martinsville City Emergency Fund Starting Balance \$15,693.06

Martinsville City Emergency Fund Ending Balance \$13,758.38

October 2025

## Henry County (089)

**Total Clients Seen 32**

<u>Request</u>	<u>Amount spent</u>	<u>Customers Seen</u>
Rent/Mortgage	\$400.00	4
Fuel	\$0.00	0
Food/Clothes	\$0.00	11
Utilities	\$1,057.64	17
Other	\$0.00	0
RX'S	\$0.00	0

**Total** \$1,457.64

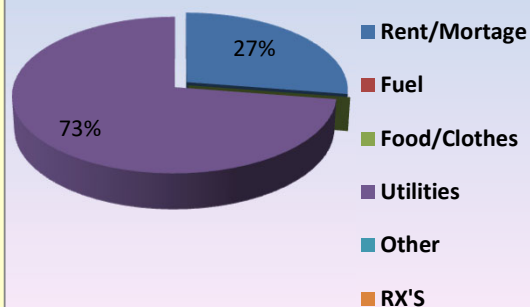
**Total pledged but not spent**

### Action Taken

Assisted Emergency Fund	8
Waiting to be paid	0
Pantry/Closet	11
Denied & other	13

**Total** 32

Emergency Services (Henry County 089)



Percentages based on actual expenditures

County Emergency Fund Starting Balance \$17,751.83

County Emergency Fund Ending Balance \$16,294.19

# OTHER REPORTS

## **OTHER REPORTS**

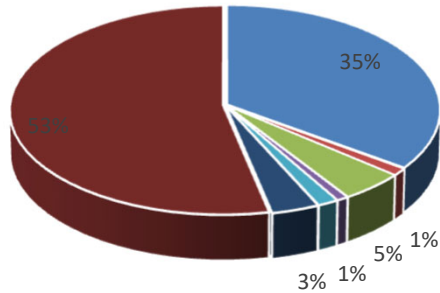
### A. September Reports

# RECEPTION LOG REPORT

## September 2025

Apply/Drop Off/Pick Up Information	1800
Apply/Drop Off/Pick Up for Energy	58
<b>Pick Up EBT/Vault Card</b>	239
Appointments with Benefits for Intake/Ongoing	44
Service Related Appointments	78
Make a Payment	1
Other (FAPT Team/Job Interview/Other Meeting)	178
<b>Daily Incoming Phone Calls(not included in total visitors)</b>	2739
Average Visitors in Lobby per day (21 days)	115

<b>Total Visitors</b>	<b>2415</b>	
DayofWeek	Count	Percent
Monday	564	23.35%
Tuesday	495	20.50%
Wednesday	435	18.01%
Thursday	457	18.92%
Friday	464	19.21%



- 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)

Hour of Day	Count	Percent
6AM	0	0.00%
7AM	0	0.00%
8AM	260	10.77%
9AM	288	11.93%
10AM	278	11.51%
11AM	256	10.60%
Noon	274	11.35%
1PM	289	11.97%
2PM	269	11.14%
3PM	300	12.42%
4PM	200	8.28%
5PM	1	0.04%

# DSS Check In

Henry Martinsville Dept. of Social Services

## Wait Times Report 2025/09/01 to 2025/09/30

**TOTAL VISITORS 2415**

Wait Time	Count	Percent
Under 5	1916	79.37%
5 to 10	323	13.38%
10 to 15	91	3.77%
15 to 20	35	1.45%
20+	49	2.03%

**AVERAGE WAIT TIME 3.46**



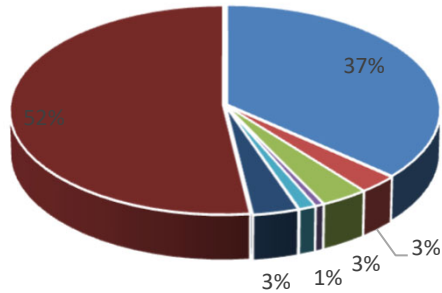
## **OTHER REPORTS**

### B. October Reports

## RECEPTION LOG REPORT October 2025

Apply/Drop Off/Pick Up Information	2356
Apply/Drop Off/Pick Up for Energy	182
<b>Pick Up EBT/Vault Card</b>	221
Appointments with Benefits for Intake/Ongoing	41
Service Related Appointments	80
Make a Payment	3
Other (FAPT Team/Job Interview/Other Meeting)	215
<b>Daily Incoming Phone Calls(not included in total visitors)</b>	3349
Average Visitors in Lobby per day (22 days)	142

<b>Total Visitors</b>	<b>3113</b>	
DayofWeek	Count	Percent
Monday	527	16.93%
Tuesday	720	23.13%
Wednesday	733	23.55%
Thursday	636	20.43%
Friday	497	15.97%



- 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)

Hour of Day	Count	Percent
6AM	0	0.00%
7AM	0	0.00%
8AM	383	12.30%
9AM	365	11.73%
10AM	410	13.17%
11AM	363	11.66%
Noon	310	9.96%
1PM	336	10.79%
2PM	329	10.57%
3PM	349	11.21%
4PM	267	8.58%
5PM	1	0.03%

# DSS Check In

Henry Martinsville Dept. of Social Services

## Wait Times Report 2025/10/01 to 2025/10/31

**TOTAL VISITORS 3113**

Wait Time	Count	Percent
Under 5	2330	74.87%
5 to 10	510	16.39%
10 to 15	150	4.82%
15 to 20	69	2.22%
20+	53	1.70%

**AVERAGE WAIT TIME 3.68**

# GENERAL INFORMATION

# BOARD COMMENTS

# PUBLIC COMMENTS

**CLOSED  
SESSION**

**CLOSED SESSION**

A. Personnel Matter



## **CLOSED SESSION**

### B. Cases

# ADJOURNMENT