



CITY OF POQUOSON

Office of the City Manager
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September 9, 2019

To: City Council
From: City Manager
Subject: **York-Poquoson Social Services Advisory Board**

Presented for Council consideration is a resolution to dissolve the existing York/Poquoson Social Services Board, to create a Board comprised of the County Administrator of York County and the City Manager of Poquoson and to create a Social Services Advisory Board.

The County and City entered into an agreement on January 1, 1977 to establish and create a joint welfare board and to agree to the joint operation of the York-Poquoson Social Services Department. The County was identified as administering the operations of the department on behalf of the parties. A process began a few months ago to update the 42 year old agreement in an effort to identify opportunities to achieve greater efficiencies and administrative support which would benefit both the County and City. Over the many years since the original agreement was established numerous changes have occurred related to operations and service delivery of social services programs including the ability to transition from an administrative board structure to an advisory board structure. Currently the governing bodies of 42 of the 120 Virginia Social Services departments have made the decision to transition to an advisory board. Attached is a listing of those localities. The primary reasons for this change relate to enhanced integration and efficiency of the operations, increased budget accountability and providing members of the advisory board the opportunity to focus on formulation and implementation of local services programs. The current vacancy in the position of Director of the York-Poquoson Social Services department has made this an ideal time to make these changes prior to hiring a new director.

The opportunity provided by Virginia Code §63.2-305, attached, would allow the City and County to benefit from citizen advice with regard to programs while managing the business side of the Social Services much like other units of local government. The change to the advisory board would designate the County Administrator and City Manager as the administrative board members with the current Social Service Board serving in an advisory capacity, and with the county continuing to provide the administrative operations both the County and the City.

RESOLUTION NO. _____

A RESOLUTION TO DISSOLVE THE EXISTING YORK/POQUOSON SOCIAL SERVICES BOARD, TO CREATE A BOARD COMPRISED OF THE POQUOSON CITY MANAGER AND THE COUNTY ADMINISTRATOR FOR YORK COUNTY, AND CREATE A SOCIAL SERVICES ADVISORY BOARD

WHEREAS, the County of York (County) and the City of Poquoson (City) entered an agreement on January 1, 1977 to establish and create a joint welfare board and to agree to the joint operations of the York-Poquoson Social Services Department. The agreement directed the County to administer the operation of the department on behalf of the parties and set forth the manner in which costs would be shared between the County and City; and

WHEREAS, currently York-Poquoson Social Services has an Administrative Board that is responsible for oversight of the York-Poquoson Social Services Department; and

WHEREAS, § 63.2-305 and §63.2-307 of the Code of Virginia, together, provide that the County Board of Supervisors and Poquoson City Council may appoint the chief executive officers of each jurisdiction as the local social services board, and may appoint a board to serve in an advisory capacity to such local social services board; and

WHEREAS, the Council of the City of Poquoson, desires to appoint the City Manager for the City of Poquoson, and the County Administrator for York County as the local social services board, and to establish an advisory board to serve in an advisory capacity to such local social services board, as permitted by §63.2-305 and §63.2-307 of the Code of Virginia; and

NOW THEREFORE BE IT RESOLVED by the Council of the City of Poquoson, Virginia this ___ day of _____, 2019, subject to the adoption of a similar resolution by the York County board of Supervisors, that the current local board governing the York-Poquoson Social Services Department be dissolved effective September 30, 2019 and that the County Administrator for the County of York and the City Manager for the City of Poquoson shall, effective September 30, 2019, constitute the local social services board for the York-Poquoson Department of Social Services.

BE IT FURTHER RESOLVED that pursuant to §63.2-305 of the Code of Virginia, there is hereby created a York-Poquoson Social Services Advisory Board, which shall have all the powers and responsibilities contained in the Code of Virginia. The Advisory Board shall have 7 members, 5 of which shall be appointed by the York County Board of Supervisors, and 2 of which shall be appointed by the City of Poquoson City Council. The initial Poquoson members of the Advisory Board and their respective terms shall be: Madonna Krieger – term ending January 31, 2020 and Roy Staton – term ending January 31, 2021. Upon the expirations of the initial terms of the members as stated above, subsequent appointments shall be for terms of four years, for a maximum of two consecutive terms for any member except as provided in

Code of Virginia §63.2-305. The County Administrator for York County and the City Manager for the City of Poquoson shall be ex officio members of the Advisory Board, without vote.

ADOPTED: _____

TESTE: _____
City Clerk

Local Social Services Boards Converted From Administrative Boards to Advisory Boards

		Serves as Administrative Entity For Local DSS with Advisory Boards*
Locality		

Large Governments (Director III):

1 Albemarle	Local Director
2 Alexandria	City Manager
3 Arlington	County Director of Human Services
4 Charlottesville	Local Director
5 Chesapeake	City Manager
6 Danville	Local Director
7 Fairfax Co.-City/Falls Church	County Executive
8 Hampton	Local Director
9 Loudoun	County Administrator
10 Lynchburg	Local Director
11 Newport News	Local Director
12 Norfolk	Local Director
13 Petersburg	Deputy City Manager
14 Portsmouth	Local Director
15 Prince William	Board of Supervisors & County Executive
16 Richmond	Local Director
17 Roanoke	Local Director
18 Roanoke Co./Salem	Local Director
19 Rockingham/Harrisonburg	County/City Administrator
20 Spotsylvania	County Administrator
21 Suffolk	Local Director
22 Virginia Beach	Human Services Director

Medium Sized Governments (Director II):

1 Dinwiddie	County Administrator
2 Fauquier	County Administrator
3 Franklin	City Manager
4 Hanover	Deputy County Administrator
5 Hopewell	City Manager
6 James City	Local Director
7 Louisa	County Administrator
8 Manassas	City Administrator

**Local Social Services Boards
Converted From Administrative Boards to Advisory Boards**

	Locality	Serves as Administrative Entity For Local DSS with Advisory Boards*
9	Prince George	County Administrator
10	Warren	County Administrator
11	Winchester	City Manager

Small Governments (Director I)

1	Amelia	County Administrator
2	Galax	City Manager
3	King & Queen	County Administrator
4	Lunenburg	County Administrator
5	Manassas Park	City Administrator
6	Middlesex	County Administrator
7	New Kent	County Administrator
8	Norton	City Manager
9	Williamsburg	Local Director

Total Advisory Boards	42
Total Social Services Boards	120
% Converted from Administrative to Advisory Boards	35%

§ 63.2-305. Advisory boards

A. If the governing body of a city or county or the governing bodies of any combination of cities and counties participating in a district designate, under the provisions of §§ 63.2-302, 63.2-304 or § 63.2-307, a local government official as constituting the local board, such governing body or bodies shall appoint a board to serve in an advisory capacity to such local government official with respect to the duties and functions imposed upon him by this title.

Each such advisory board shall consist of no fewer than five and no more than thirteen members. In the case of an advisory board established for a district, there shall be at least one member on the board from each county and city in the district. The members shall be appointed initially for terms of from one to four years so as to provide for the balanced overlapping of the terms of the membership thereon. Subsequent appointments shall be for a term of four years each, except that appointments to fill vacancies that occur during terms shall be for the remainder of these unexpired terms. Appointments to fill unexpired terms shall not be considered full terms, and such persons shall be eligible to be appointed to two consecutive full terms. No person shall serve more than two consecutive full terms. The local government official shall be an ex officio member, without vote, of the advisory board.

The advisory board shall elect its own chairman and shall meet at least bimonthly. In addition to regularly scheduled meetings, it may meet at the call of the chairman or on the petition of at least one-half of the members.

B. The powers and duties of the advisory board shall be:

1. To interest itself in all matters pertaining to the public assistance and social services needed by people of the political subdivision or subdivisions served by the local department;
2. To monitor the formulation and implementation of public assistance and social services programs by the local department;
3. To meet with the local government official who constitutes the local board at least four times a year for the purpose of making recommendations on policy matters concerning the local department;
4. To make an annual report to the governing body or bodies, concurrent with the budget presentation of the local department, concerning the administration of the public assistance and social services programs; and
5. To submit to the governing body or bodies, from time to time, other reports that the advisory board deems appropriate.

1977, c. 36, § 63.1-43.1; 1981, c. 264; 1984, c. 586; 1989, c. 356; 2002, c. 747.

The chapters of the acts of assembly referenced in the historical citation at the end of this section may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

§ 63.2-307. Local boards serving certain districts

Notwithstanding the provisions of § 63.2-306:

1. The local board for the York County and City of Poquoson district may be, at the discretion of the governing bodies of the participating city and county, the local director. If such local director serves as the local board, he may designate a senior staff person in the local department to act on his behalf, in his absence, to approve, cancel or change grants made under the provisions of this title.
2. At the discretion of the governing bodies of the participating cities and counties, the local board for a district may be composed of the chief administrative officer of each political subdivision, who may designate his principal assistant to act on his behalf, in his absence, to approve, cancel or change grants made under the provisions of this title.

In addition, the provisions of § 63.2-305 shall apply.

1989, c. 356, § 63.1-44.1; 1995, cc. 262, 313; 2002, c. 747.

The chapters of the acts of assembly referenced in the historical citation at the end of this section may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.