

**RESOLUTION STATING THE PURPOSES, MEMBERSHIP, AND PROCEDURES  
OF THE ADVISORY SOCIAL SERVICES BOARD**

At a regular meeting of the Board of Supervisors of Fairfax County, Virginia (“Board of Supervisors”), held electronically due to the State of Emergency caused by the COVID-19 pandemic, on January 26, 2021, the following resolution was adopted:

**WHEREAS**, on July 27, 1981, the Board of Supervisors established the Advisory Social Services Board (ASSB) as an advisory board to the Director of the Fairfax County Department of Family Services, pursuant to Virginia Code §§ 15.1-768 and 63.1-43.1, later recodified at Virginia Code §§ 15.2-835 and 63.2-305, respectively, and

**WHEREAS**, during the 2020 General Assembly Legislative Session, Virginia Code § 15.2-835 was amended to require the addition of seats on the ASSB “for a qualified citizen of each city to which the county is contractually obligated to provide social services”, and

**WHEREAS**, the Amendment requires revision of the membership of the ASSB to comply with the revised membership requirement, and

**WHEREAS**, it is appropriate for the Board of Supervisors to adopt a resolution restating the purposes, membership, and procedures of the ASSB,

**NOW THEREFORE BE IT RESOLVED** that the ASSB is authorized to function under the following provisions:

**§ 1. PURPOSE.** The purpose of the ASSB is to provide input to the Department of Family Services on policy issues and to serve as a resource to the Board of Supervisors on behalf of residents of Fairfax County, the City of Fairfax, and the City of Falls Church, in recognizing and addressing social services needs throughout the community.

The ASSB will serve in an advisory capacity to the Director of the Fairfax County Department of Family Services (“Director”) with respect to the duties and functions imposed upon the Director by law, in accordance with Virginia Code § 15.2-835; interest itself in all matters pertaining to the social welfare of the people served by the government; monitor the formulation and implementation of social welfare programs; meet with the Director at least four times a year for the purpose of making recommendations on policy matters; work in conjunction with the Director to promote stakeholder engagement and input in support of equity-informed planning and services delivery; make an annual report to the Board of Supervisors concerning the administration of the public welfare program; and submit to the Board of Supervisors other reports the ASSB deems appropriate.

**§ 2. MEMBERSHIP.** The membership of the ASSB shall conform to the requirements of Virginia Code § 15.2-835, as amended.

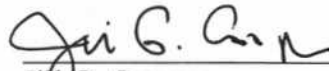
**§ 3. PROCEDURES.** The ASSB shall determine its own rules of procedure subject to the following:

(A) The ASSB shall have bylaws. All bylaws of the ASSB are subject to the approval of the Board of Supervisors.

(B) The ASSB shall comply with all Virginia laws, including, but not limited to, the Virginia Freedom of Information Act, Va. Code § 2.2-3700, *et. seq.*, as amended (“VFOIA”), and the Virginia State and Local Government Conflict of Interests Act, Virginia Code § 2.2-3100, *et seq.*, as amended, with all County ordinances, and with all County policies concerning the activities of its boards, authorities, and commissions.

(C) The Fairfax County Department of Family Services shall provide support to the ASSB, including a staff coordinator. The staff coordinator shall ensure compliance with the notice, meetings, and recordkeeping requirements of the VFOIA.

GIVEN under my hand this 26<sup>th</sup> day of January, 2021.



Jill G. Cooper

Clerk for the Board of Supervisors  
Department of Clerk Services