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MINUTES FOR MEETING OF

THE HOKE COUNTY DEPARTMENT OF SOCIAL SERVICES BOARD

January 28, 2019

A meeting of the Hoke County Department of Social Services (the "**Board**") was held at 4:00 p.m. on January 28, 2019 in the Commissioners Room located in the County Administration Building (Pratt Building) at 227 N Main St., Raeford NC, pursuant to notice duly given. The following Board Members ("**BM**"), constituting a quorum, were present:

Carl Pevia, Chair
Charlotte Kelly, Vice-Chair
Allen Thomas, Jr.
Brenda Branch
Bill Evans

Also present representing the Department were Terry Stanton, Department of Social Services Director; Jose Coker, Department of Social Services Attorney; Becky Morrow, Department of Social Services Consultant, Barbara Mena-Peña, Administrative Officer; and Maritza Grijalva, Personnel Tech. Tammy Brewer, Social Work Supervisor II, attended to brief on Child Daycare update. Dora McCallum, Income Maintenance Program Manager, attended to brief on LIEAP/ CIP Programs.

Chair Pevia called the meeting to order at 4:01 p.m. Thereafter, Chair Pevia asked BM Thomas to give the invocation. Chair Pevia proceeded to inform Board of organizational chart handed to them as reference of the agencies departments. Chair Pevia noted there were no public comments. Chair Pevia asked for a motion to approve the consent agenda. Vice-Chair Kelly made a motion to approve the consent agenda consisting of: (a) the December 13, 2018 minutes with no further additions or corrections. BM Branch seconded the motion. The motion was passed unanimously.

Chair Pevia asked for the Child Care update. Ms. Tammy Brewer indicated that December numbers were updated on January 18, 2019. Total Child Care amount spent was \$242,025.00. Amount spent in Smart Start was \$7,861.00 and the amount spent on Non-Smart Start funds was \$234,164.00. The unexpended Non-Smart start balance was \$979,993 and unexpended Smart Start Balance was \$100,531. Current coefficient is 105%. As of January 23, 2019 there are 78 children on the waiting list. Ms. Brewer explained that January is the last service month that

any parent fees will be paid for disaster counties. She further explained that child care assistance is based on a person's income and usually a parent fee must be paid. However, due to the disaster the State is covering the parental fee plus the regular subsidy. This is one of the reasons for the spending increase. Mr. Pevia inquired on when letters were last sent out for child care. Ms. Brewer stated that December was the last time letters went out and that at the moment was not able to forecast when the next set of letters will go out because of the spending increase. Ms. Morrow added that currently the numbers are showing that program is \$25,000 over spent, but as children come off the list that amount will lower each month. Ms. Brewer is working on two Smart Start proposals for fiscal year 2019 in the amounts of \$20,000 in administrative costs and \$194,000 in subsidies. No additional questions from the Board.

Chair Pevia called up Ms. McCallum for discussion of LIEAP Program. Ms. McCallum stated that total allocation received from the state for LIEAP was \$311,671. So far \$170,400 has been spent and a balance of \$141,271 remains. A total of 679 applications have been initiated and approved. Applications will continue to be accepted till March 31, 2019 or until funds run out. DSS has requested an additional \$40,000 in funding to ensure funding is available till March. No additional questions from Board

Chair Pevia called on Director for budget comments. Director Stanton discussed the line item transfers that were conducted and the budget adjustment amendments. On the line item transfer, money was moved to IV/E Foster Care Program from State Foster Care allocated funding due to the increase in the number of kids within the IV/E Foster Care program. A total of \$130,000 was transferred from original budget allocation to cover expenses for IV/E Foster Care. Ms. Mena-Pena proceeded to explain the reason for the transfer and difficulty in forecasting how many kids will be taken into care and which category they will be placed. Budget for this item was originally based on the previous year's trend, however that trend was not the same this year and money allocations had to be adjusted. Ms. Morrow informed the Board that IV/E is paid at a higher reimbursement. The other line item budget adjustments for LIEAP, CIP, and Family Reunification Services are being requested due to the increase in State allocations that came about from the Division of Social Services County Reports. Mrs. Mena-Pena explained that line items on Munis Report need to match budget, therefore line item adjustments needed to be conducted so numbers matched across the board. Chair Pevia clarified that these adjustments needed to be made because we received an increase of funds from the State. Chair Pevia entertained motion to approve budget request. BM Branch motioned, Vice-Chair Kelly second the motioned. Motion passed.

Chair Pevia asked for motion for a closed session. Vice Chair Kelly made a motion for a closed session to consult with counsel the personnel exception pursuant to the N.C.G.S. 143-318.11(a)(6), which was seconded by BM Thomas. The vote was unanimous. Those in attendance during the closed session included Chair Pevia, Vice-Chair Kelly, BM Evans, BM Thomas, BM Branch, Director Stanton, Ms. Morrow and Mr. Coker. Vice Chair Kelly made a motion to exit the closed session which was seconded by BM Thomas. The vote to exit closed session was unanimous.

Chair Pevia asked for the Director's comments. Director Stanton has expressed to staff the need to do more within the community. He would like to have DSS more prevalent with the community and among its citizens. Director Stanton is open to suggestions from board. BM Thomas asked about the HELP store closing down and how DSS may be in position to come up with an alternative to assist residents in need.

Chair Pevia asked for a motion to adjourn. Vice Chair Kelly made a motion to adjourn which was seconded by BM Branch. The vote was unanimous.

Carl Pevia
Chairman

Micka T. Stanton
Director

Date