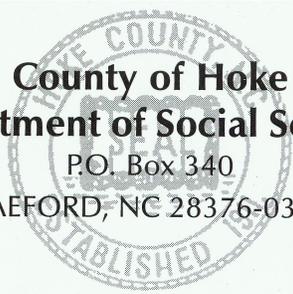


MICKA T. STANTON  
DIRECTOR



**County of Hoke**  
**Department of Social Services**

P.O. Box 340  
RAEFORD, NC 28376-0340

**TELEPHONE**  
(910) 875-8725

**FAX**  
(910) 848-7766

**MINUTES FOR MEETING OF**  
**THE HOKE COUNTY DEPARTMENT OF SOCIAL SERVICES BOARD**

**February 25, 2019**

A meeting of the Hoke County Department of Social Services (the “**Board**”) was held at 4:00 p.m. on February 25, 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  
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. Erica Sampson, Child Welfare Program Manager, attended to update board on Child Welfare Program.

Chair Pevia called the meeting to order at 4:00 p.m. Chair Pevia asked BM Branch to give the invocation. Chair Pevia noted there were no public comments. Chair Pevia asked for a motion to approve the consent agenda. BM Branch made a motion to approve the consent agenda consisting of: (a) the January 2019 minutes with no further additions or corrections. Vice-Chair Kelly seconded the motion. The motion was passed unanimously.

Chair Pevia asked for the Child Care update from Ms. Tammy Brewer. Ms. Brewer reported total Child Care amounts spent for January was \$240,212.00. Amount spent in Smart Start was \$30,994.00 and the amount spent on Non-Smart Start funds was \$209,218.00. Current coefficient is still 105%. The unexpended Non-Smart start balance was \$770,775.00 and unexpended Smart Start Balance was \$69,537.00. As of February 21, 2019 there are 106 children on the waiting list. Ms. Brewer explained that January was 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 covered the parental fee plus the regular subsidy up till January 2019. Starting February 1, 2019 parental fees will no longer be waived and will be applied to parent. Mr. Pevia inquired on how much in parent fees were waived in previous month. Ms. Brewer stated that her report indicated that in January \$9,720.00 was waived on parental fees. However, those fees will not be waived for February. Chair Pevia asked if board had further questions. No questions from Board.

Chair Pevia called up Ms. McCallum for discussion of LIEAP Program and CIP program. Mrs. McCallum reported that LIEAP program had approved 851 applications and had a remaining balance of \$93,771.00 as of February 25, 2019. DSS requested an additional \$40,000 of LIEAP funds from the state. However, the state determined that Hoke DSS was not eligible for a reallocation of LIEAP funds because only those counties who's remaining balance was less than 25% of their initial allocation would receive additional funding. We currently have a remaining balance which exceeds 35% of our initial allocation. In CIP there have been 1250 application approved and program has a remaining balance of \$27,600. Did not received requested \$100,000.00 reallocation for CIP funding by the State due to other counties using up all of their funding before the program end date in March. Chair Pevia requested that next month's report for the programs include the total of applications received and the number of approved applications from those received.

Chair Pevia asked for the Director's comments. Director Stanton introduced Erica Sampson to board to help answer any questions they may have on with the Child Welfare Program. Ms. Sampson provided a brief introduction of herself and her experience with Social Work and Hoke County DSS. Director Stanton also informed Board about the Social Services Institute date changes which were moved to July 2019. Chair Pevia asked BM Branch and BM Evan if they were still interested in attending. Mrs. Barbara requested that if additional members wanted to attend to inform the agency as soon as possible to make adjustments to the budget and make reservations as needed. Director Stanton proceeded to hand out the new policy and procedure for the agency's hiring process, along with updates on the agency MOUs. Chair Pevia then discussed with board the goal to be proficient at all areas of MOU agreement no later than December 2019. Chair Pevia and board requested MOU report continue to be provided as it was presented in this month's meeting. No further questions from Board.

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

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Carl Pevia  
Chairman

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Micka T. Stanton  
Director

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Date