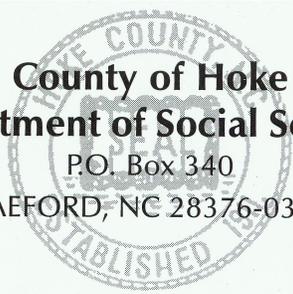


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MINUTES FOR MEETING OF
THE HOKE COUNTY DEPARTMENT OF SOCIAL SERVICES BOARD
APRIL 22, 2019

A meeting of the Hoke County Department of Social Services (the “**Board**”) was held at 4:00 p.m. Daylight Saving Time on April 22, 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
Bill Evans
Brenda Branch
Allen Thomas, Jr. (via teleconferencing)

Also present representing the Department were Terry Stanton, Department of Social Services Director; Becky Morrow, Department of Social Services Consultant; Jose Coker, Department of Social Services Attorney; Dora McCallum, Income Maintenance Program Manager; Barbara Mena-Peña, Administrative Officer; and Ellen Leichliter, Administrative Assistant.

Chair Pevia called the meeting to order at 4:00 p.m. Thereafter, 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. Vice-Chair Kelly made a motion to approve the consent agenda consisting of (a) the recessed March 25, 2019 and the reconvened April 8, 2019 minutes with no further additions or corrections; and (b) the next meeting date of May 20, 2019. The vote was unanimous.

Chair Pevia asked for the Day Care discussion. Director Stanton explained that Ms. Brewer had scheduled vacation prior to the meeting date change for this month. Director Stanton stated we are still not taking anyone off of the waiting list and the number is the same. Director Stanton presented the March 2019 statistics for DCDEE (Division of Child Development and Early Education) including the total amount spent of \$199,232.00 for the month. Non-Smart Start unexpended funds were \$410,429.00; Smart Start unexpended funds were \$30,149.00 with a spending coefficient of 98% (ninety-eight percent). Chair Pevia stated that no additional

money is expected and we foresee being able to spend all of the allocation. Director Stanton confirmed.

Chair Pevia asked for the Low Income Energy Assistance Program (LIEAP) and Crisis Intervention Program (CIP) updates for March 2019. Mrs. McCallum presented the LIEAP information. Mrs. McCallum described the remaining balance to spend is \$61,000 and the LIEAP program ended on March 31st. Mrs. McCallum said approximately \$250,000 was spent and a total of 2,355 applications were processed. Chair Pevia stated the remaining balance will go back to the state and the county served everyone they could. Chair Pevia asked how many applications were approved. Mrs. McCallum said 2,053 applications were approved. Chair Pevia said that was good. Mrs. McCallum presented the CIP information. Mrs. McCallum stated that we had 3,050 applications processed with 2,710 approved and all funds were spent. The Board discussed the Energy Program updates.

Chair Pevia asked for motion for a closed session. Vice-Chair Kelly made a motion for a closed session to consult with counsel and discuss a personnel matter pursuant to the N.C.G.S. 143-318.11(a)3 and 143-318.11(a)6, which was seconded by BM Branch. The vote was unanimous. Those in attendance during the closed session included Chair Pevia, Vice-Chair Kelly, BM Evans, BM Branch, BM Thomas and Mr. Coker. BM Evans made a motion to exit the closed session which was seconded by BM Branch. The vote to exit closed session was unanimous.

Chair Pevia asked for the Director's comments. Director Stanton shared the county received the new Memorandum of Understanding (MOU) from the state for the County Manager and the County Commissioners to approve and sign. Director Stanton said he would provide a copy to the Board. Chair Pevia asked if there were any updates to the MOU. Director Stanton revealed the following programs: Energy, Work First, Food and Nutrition Services and Child Support Enforcement could be held to corrective actions. Director Stanton directed everyone to the County – Mandated Performance Requirements Memorandum of Agreement (MOA) in the handout. The Board reviewed and discussed the March 2019 data and measurements as the MOA report. Director Stanton stated we received the findings for the Adult Services monitoring. We submitted the plan for action to fix errors and prevent errors going forward to the state representative. As per Chair Pevia's instructions, Director Stanton expressed that once the plan is approved he will share with the Board. As a morale booster, Director Stanton stated the agency had an annual employee Easter egg hunt on Thursday, April 18th. Director Stanton shared some of our staff participated in "Adopt a Highway" clean up on Saturday, April 20th. Director Stanton advised he will attend the annual directors meeting May 1st through May 3rd in Wilmington. Director Stanton described to improve the agency's grounds he helped purchase and plant flowers from the Hoke County High School's horticulture department sale.

Chair Pevia stated a Memorandum of Record of things the Board is looking for and will be discussed with Director Stanton after this meeting. Chair Pevia asked for a motion. Vice-Chair Kelly made a motion to approve the Memorandum of Record as discussed; BM Evans seconded the motion. The vote was unanimous.

Chair Pevia asked for any further discussion. The Board had no further discussion. Chair Pevia asked for a motion to adjourn the meeting. Vice-Chair Kelly made a motion to adjourn which was seconded by BM Evans. The vote was unanimous.

Chair Pevia, Chair

Micka T. Stanton, Secretary

Date