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**MINUTES FOR MEETING OF**

**THE HOKE COUNTY DEPARTMENT OF SOCIAL SERVICES BOARD**

**June 29, 2020**

A meeting of the Hoke County Department of Social Services (the "**Board**") was held at 4:00 p.m. on June 29, 2020 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:

Charlotte Kelly, Chair  
Bill Evans, Vice- Chair  
Brenda Branch  
Linda Revels  
Allen Thomas, Jr.

Also present representing the Department were Terry Stanton, Department of Social Services Director; Barbara Mena-Peña, Administrative Officer; Ellen Leichliter, Administrative Assistant; Tammy Brewer, Family Support Services Supervisor; and Jonathan Charleston, Department of Social Services Attorney.

Chair Kelly called the meeting to order at 4:00 p.m. and welcomed the Board to this month's meeting. Thereafter, Chair Kelly asked BM Thomas to give the invocation. Chair Kelly asked for a motion to approve the agenda. BM Thomas made a motion to approve the agenda, which was seconded by Vice-Chair Evans. The vote was unanimous.

Chair Kelly asked for public comments. There were none. Chair Kelly asked for a motion to approve the consent agenda. BM Revels made a motion to approve the consent agenda consisting of (a) the May 18, 2020 minutes; and (b) the next meeting date of July 27, 2020, which was seconded by BM Branch. The vote was unanimous.

Chair Kelly asked for Board Member Update. Director Stanton stated the vacancy for DSS Board member appointed by the Social Services Commission will be July 29, 2020, which is BM Branch's position. He also stated that Commissioner Harry Southerland has been appointed to the DSS Board of Social Services which

will be effective July 1, 2020. Chair Kelly asked about next month's Board election. Director Stanton responded and it was discussed by the Board.

Chair Kelly asked for the Child Care update from Ms. Tammy Brewer. Ms. Brewer reported that May service month ends the fiscal year for Child Care. Ms. Brewer stated she has no information to report at this time. She stated that State is working behind the scenes due to receiving regular Child Care funds as well as COVID19 funds. She also stated that each county will receive additional funds due to COVID19 and the expenditure report will come out some time in July. The Board discussed the presentation. Chair Kelly asked if the Board had any questions. The Board had none.

Chair Kelly asked for the Coronavirus (COVID19) Update. Director Stanton updated the Board of the process and preventive measures the agency is taking in regards to COVID19. He informed the Board that the agency is still following the guidelines set forth by the State. He stated that some employees continue to work from home and the agency continues to disinfect and clean on a regular basis. Director Stanton stated the Commissioners and County Manager has supplied the agency with different items to assist in preventive measures for when the agency opens to the public.

Chair Kelly asked for Director's comments. Director Stanton directed everyone to the County – Mandated Performance Requirements Memorandum of Agreement (MOA) in the handout. The Board reviewed and discussed the May 2020 data and measurements of the MOA report. Chair Kelly asked if there were any questions from the board. There were none.

Chair Kelly asked if the Board had any questions in regards to the Board packets. BM Evans asked if the State was still working. Director Stanton responded. BM Revels asked about the Attorney's contract. Director Stanton responded and it was discussed.

Director Stanton asked for the Energy Program Outreach Plan be added to the agenda for the Board's approval. Chair Kelly asked for a motion to add the Energy Program Outreach Plan to the agenda. BM Thomas made the motion which was seconded by BM Revels. The vote was unanimous. Director Stanton presented the Energy Program Outreach Plan to the Board. Chair Kelly asked for a motion to approve the Energy Program Outreach Plan. BM Thomas made the motion which was seconded by BM Revels. The vote was unanimous.

Chair Kelly recognized Commissioner Harry Southerland and asked him for comments. Commissioner Southerland commented. Director Stanton welcomed Commissioner Southerland to the Board and mentioned he will be replacing Chair Kelly. Director Stanton and Commissioner Southerland gave a presentation to Chair Kelly for her years of service on the DSS Board.

Chair Kelly recognized Commissioner James Leach and asked him for comments. Commissioner James Leach commented. Chair Kelly commented on her enjoyment of being on the Board and serving in the community.

Chair Kelly asked if there were any comments. BM Revels complimented Director Stanton for doing a great job with the department especially during this pandemic of COVID19. She also appreciated everyone on the Board. BM Thomas recognized and thanked the DSS employees for their sacrifice in working during this pandemic and stated each employee will receive a hazard pay bonus.

Chair Kelly asked if there were any more comments. There were none. Chair Kelly asked for a motion to adjourn the meeting. BM Revels made a motion to adjourn which was seconded by BM Branch. The vote was unanimous.

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Charlotte Kelly, Chair

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Micka T. Stanton, Secretary

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Date