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MINUTES FOR MEETING OF

THE HOKE COUNTY DEPARTMENT OF SOCIAL SERVICES BOARD

July 26, 2021

A meeting of the Hoke County Department of Social Services (the “**Board**”) was held at 4:00 p.m. on July 26, 2021 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:

Allen Thomas, Jr., Chair
Virginia Chason
Brenda Branch
Linda Revels
Harry Southerland

Also present representing the Department were Terry Stanton, Director of DSS; Barbara Mena-Peña, Administrative Officer; Tera Campbell, Personnel Tech; Tammy Brewer, Family Support Services Supervisor; Maria Ramirez, Food and Nutrition Services Supervisor; Diane Simmons, Income Maintenance Program Administrator and Johnathan Charleston, Department of Social Services Attorney.

Chair Thomas called the meeting to order at 4:00 p.m. and welcomed the Board to this month’s meeting. Thereafter, Chair Thomas gave the invocation.

Chair Thomas asked for a motion to add the Energy Program Outreach Plan to the agenda as ITEM 4 moving the Consent Agenda down. BM Southerland made the motion and it was seconded by BM Revels. The vote was unanimous.

Chair Thomas asked for public comments. There were none. Chair Thomas asked for the Energy Program Outreach Plan presentation. Director Stanton introduced Mrs. Maria Ramirez to the Board to present the Energy Program Outreach Plan. Mrs. Ramirez, presented an overview of the Energy Program Outreach Plan to the Board. Chair Thomas asked if the Board had any questions. BM Southerland asked about the LIEAP Program. Mrs. Ramirez responded and it was discussed. BM Revels asked about the difference in the program due to COVID19. Mrs. Ramirez responded and it was discussed. Chair Thomas asked about the duration of the LIEAP Program. Mrs. Ramirez responded. Chair Thomas thanked Mrs. Ramirez for the presentation. Chair Thomas asked if there were any other

questions for Mrs. Ramirez. There were none. Chair Thomas asked for a motion to approve the Energy Program Outreach Plan. BM Southerland made the motion which was seconded by BM Branch. The vote was unanimous.

Chair Thomas asked for a motion to approve the consent agenda. BM Revels made a motion to approve the consent agenda consisting of (a) the June 28, 2021 minutes (b) the next meeting date of August 30, 2021 (c) Memorandum of Understanding (Smart Start) and (d) Child Care Local Policy, which was seconded by BM Branch. The vote was unanimous.

Chair Thomas recognized and welcome BM Chason to the DSS Board. Chair Thomas opened the floor for nominations for the seat of Vice-Chair. BM Southerland nominated BM Branch for Vice-Chair. Chair Thomas asked if there are any other nominations. There were none. Chair Thomas asked for a motion to close the floor for nominations. BM Revels made the motion to close the floor for Vice-Chair nominations which was seconded by BM Southerland. Chair Thomas open the floor for a vote to approve BM Branch for Vice-Chair by acclamation. The vote was unanimous. Chair Thomas congratulated Vice-Chair Branch on her new position.

Chair Thomas asked for the Child Care update from Ms. Tammy Brewer. Ms. Brewer updated the Board on the end of year close out expenditures that were not received in time for last month's, June 28, 2021, Board meeting. Ms. Brewer reported the total amount spent for May service month was \$162,615.00. She mentioned that State did another reversion/reallocation and took an additional \$5,300 from Child Care. She stated it was due to State wanting all the counties to be at 100% (one hundred percent). The amount spent in Non-Smart Start was \$162,631.00. Ms. Brewer stated that Smart Start was over spent by \$16.00. She stated the Budget representative at State adjusted some numbers in the background for Smart Start due to over spending which caused the spending Coefficient to be 100% (one hundred percent). Ms. Brewer asked if the Board had any questions on the May service month expenditures. The Board had none. Ms. Brewer mentioned for June service month, they are working on estimated numbers and the preliminary numbers were received on July 19, 2021. She stated the estimated funds that the county will receive will be the same as last year, which will be \$2,052,600.00. Ms. Brewer reported the total spent for June service month was \$134,056.00. The amount spent in Smart Start was \$7,703.00 and Non-Smart Start was \$126,353.00. Ms. Brewer stated the current spending Coefficient is 73% (seventy-three percent). She stated that Child Care still does not have a waiting list. Chair Thomas asked about the low Coefficient percentages. Ms. Brewer responded and it was discussed. Chair Thomas asked if the Board had any other questions. There were none.

Chair Thomas asked for the Coronavirus (COVID19) Update and continue to the Building Re-open Update from Director Stanton. Director Stanton informed the Board of a couple of COVID19 cases at the agency. Director Stanton stated the agency continues to follow the protocols that were put in place when COVID19 first started. He stated that everyone continues to wear face coverings. Director Stanton asked if there were any questions. There were none. He stated that the agency is being cleaned and he also help with cleaning.

Director Stanton informed the Board that he spoke to the Health Department in reference to the number of COVID19 cases as well as about the Delta Variant in the County. He stated Ms. Edwards from the Health Department stated to continue

to push vaccinations and continue to wear a face covering. Director Stanton also mentioned that Ms. Edwards stated that on Tuesday, July 27, 2021, there will be a mobile vaccination unit onsite at the Robert Wright Building. Director Stanton also mentioned that a Medicaid Manage Care Representative and some of DSS staff along with himself will also be onsite. BM Southerland asked about the percentage of DSS staff vaccinations. Director Stanton responded and it was discussed. Chair Thomas expressed appreciation to Director Stanton for continuing to mandate face coverings of DSS staff. Chair Thomas asked the Board for discussion on Re-opening the agency in light of the press, the COVID19 numbers and the Delta Variant in the county. It was discussed. Chair Thomas asked for motion to table Re-opening DSS agency until next month's, August 30, 2021 Board meeting. BM Southerland made the motion which was seconded by Vice-Chair Branch. The vote was unanimous.

Chair Thomas asked about On-Call. Director Stanton made reference to the On-call stipend for DSS Social Workers that was discussed at last month's Board meeting. Director Stanton explained to the Board the financial outcome of providing the \$200 stipend to the Social Workers as well as funds to purchase additional laptop in the budget. Director Stanton also mentioned he spoke to the DSS Attorney, Mr. Charleston, in reference to double-dipping. Mr. Charleston gave some insight on the funds. It was discussed. Chair Thomas asked for a motion to approve the budget amendment and to forward it to the County Commissioners. BM Revels made the motion which was seconded by Vice-Chair Branch. The vote was unanimous.

Chair Thomas asked about the Attorney's Invoice. Director Stanton explained to the Board about the Attorney's invoice and that it was over the allotted amount for Appeals. Director Stanton asked for suggestions from the Board as to what can be done so that the invoice will not be over the allotted amount again. It was discussed. Chair Thomas asked for a motion to take the \$1,242.89 that the Attorney's invoice is over to the County Commissions for approval. BM Revels made the motion which was seconded by Vice-Chair Branch.

Chair Thomas asked for Director Presentation. Director Stanton directed everyone to the County – Mandated Performance Requirements Memorandum of Agreement (MOA) in the handout. The Board reviewed the June 2021 data and measurements of the MOA report. Director Stanton stated that due to COVID19, State is not holding the agency accountable for the status of the MOA. Director Stanton elaborated on the MOA. Chair Thomas stated that even though State is not holding the agency accountable for the status of the MOA, the Board is. Chair Thomas also expressed his regards for the good work Director Stanton and his staff are doing. Chair Thomas asked if Director Stanton had any other comments. Director Stanton had none.

Chair Thomas asked if any Board Member had any comments. The Board had none. Chair Thomas recognized the new Board Member, BM Virginia Chason and asked if she had any words. BM Chason gave words. BM Revels congratulated Vice-Chair Branch on her new position. BM Southerland spoke highly of Director Stanton and the staff. He also stressed that he will like the staff numbers to get better with vaccinations. Director Stanton asked the Board's views of possibly having a mobile vaccination unit to come to DSS. The Board agreed. BM Revels offered her gratitude to the Board and appreciation for being a part of the Board. Chair Thomas mentioned the Board attending the DSS Conference. It was discussed.

Chair Thomas asked for a motion to adjourn. BM Southerland made a motion to adjourn which was seconded by BM Revels. The vote was unanimous.

Allen Thomas, Jr, Chair

Micka T. Stanton, Secretary

Date