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MINUTES FOR MEETING OF

THE HOKE COUNTY DEPARTMENT OF SOCIAL SERVICES BOARD

October 25, 2021

A meeting of the Hoke County Department of Social Services (the “**Board**”) was held at 4:00 p.m. on October 25, 2021 at the Robert A. Wright Hoke County Agriculture Building at 663 E. Palmer Road, 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

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; Diane Simmons, Income Maintenance Caseworker Program Administrator, Malika Williams-Carpenter, Family and Children’s Medicaid Supervisor; Child Support Unit and Jonathan 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 asked for a motion to move the Child Support Recognition from Item 5 to Item 9 due to BM Southerland running late and wanted to be present for the recognition. Vice-Chair Branch made the motion which was seconded by BM Revels. The vote was unanimous. Chair Thomas asked BM Revels to give the invocation

Chair Thomas asked for public comments. There were none. 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 September 27, 2021 minutes (b) the next meeting date of November 29, 2021 and (c) Attorney Invoice, which was seconded by Vice-Chair Branch. The vote was unanimous.

Chair Thomas asked for the Child Care update from Ms. Tammy Brewer. Ms. Brewer reported the total spent for September service month was \$150,295.00. The amount spent in Smart Start was \$29,439.00 and Non-Smart Start was \$120,856.00. The Unexpended Non-Smart Start Balance was \$1,559,892.00 and the Unexpended Smart Start Balance was \$86,470.00. Ms. Brewer stated the spending Coefficient

was 80% (eighty percent). She stated that advertisement for Child Care has been sent out to the surrounding counties as well as around in the community that Child Care does not have a waiting list. Chair Thomas asked about the spending Coefficient compared to other counties with the same population who has a waiting list. Ms. Brewer responded and it was discussed. Chair Thomas asked how often does State perform reversions/reallocations of funds. Ms. Brewer responded. Chair Thomas stated that the county will get behind DSS to get the word out about Child Care. Chair Thomas asked if the Board had any other questions or concerns. There were none.

Chair Thomas asked for the Coronavirus (COVID19) Update from Director Stanton. Director Stanton informed the Board that the agency continues to come along as it has been. He stated the agency continues to get work done and seeing clients when needed. Director Stanton stated that the agency continues to have tables with applications and information set up in the lobby for the public to utilize. He stated that clients can apply for services online or complete applications and drop it off in the agency drop box. Director Stanton stated that there has been an increase of clients at the agency but the agency continues to limit clients into the facility. He stated that temperatures continue to be checked, hand sanitizer has been placed around the agency and the agency continue to limit staff interactions. Director Stanton informed the Board that the number of exposures has decreased but the agency still has random cases. Chair Thomas asked how other counties are operating. Director Stanton responded. Vice-Chair Branch asked about making vaccinations more available. Director Stanton responded. BM Revels asked about the increase with clients in the agency. Director Stanton responded. Chair Thomas asked if there were any other questions. There were none.

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 September 2021 data and measurements of the MOA report. Director Stanton elaborated on the MOA.

Chair Thomas asked for the Child Support Recognition. Director Stanton asked each Child Support staff to stand and introduce themselves. Director Stanton and Mrs. Diane Simmons presented Mr. Larry Richards with a certificate for being nominated as Employee of the Year. They then presented the Child Support Unit with a certificate for their outstanding achievement for the largest increase in Self-Assessment Interstate Bronze medal for year 2020/2021.

Director Stanton stated that the Board asked previously about having different staff to attend the meeting to present the duties of their unit. Director Stanton asked Mrs. Malika Williams-Carpenter to come introduce herself and tell the Board about her unit. Mrs. Williams-Carpenter introduced herself and presented the duties of the Family and Children's Medicaid Unit. Chair Thomas asked what is a day in the life of her staff. Mrs. Williams-Carpenter responded. Chair Thomas asked if the Board had any questions. There were none. Chair Thomas thanked Mrs. Williams-Carpenter for coming in. Director Stanton introduced Morgan Mason who is an Intern working with him. The Board welcomed her. Chair Thomas thanked everyone for coming and for the presentation. Chair Thomas expressed his interest in what each unit does within the agency and would like someone to come present their unit quarterly.

Chair Thomas asked if the Board had any questions or comments. Vice-Chair Branch thanked the agency for all that they do. BM Revels commended and thanked the agency for doing a great job. Chair Thomas asked if there were any other comments. There were none. Chair Thomas asked for a motion to adjourn. BM Revels made a motion to adjourn which was seconded by Vice-Chair Branch. The vote was unanimous.

Allen Thomas, Jr, Chair

Micka T. Stanton, Secretary

Date