

HENDERSON COUNTY BOARD OF SOCIAL SERVICES
MINUTES OF FEBRUARY 20, 2018 MEETING

The Henderson County Board of Social Services conducted their regular monthly meeting on Tuesday, February 20th, 2018 at 12:00 PM in the East Conference Room (C2104) of the Human Services Building. Present from the Board were Chair Penny Summey, Vice-Chair Dr. Jennifer Hensley, Frank Wilson and Tyra Kirby. Present from the DSS staff were Jerrie McFalls (Director), Kevin Marino (Social Work Program Administrator), Joe Maxey (Administrative Officer), and Karen Vale (Clerk to the Board). John Boyd (Board Member) and Sandy Morgan (Economic Services Program Administrator) were absent, with regrets.

Call to Order: The meeting was called to order at 12:04 PM by Chair Summey.

Public Input: None

Adjustments to the Agenda: Chair Summey would like to add a topic for discussion under "New Business": Board Member Appointment.

Approval of Minutes: Karen brought one change to the boards attention regarding the open session minutes for January. Under the section marked "Director's Report" paragraph three, the two references to NC Tracks should be NC FAST. Dr. Hensley made a motion to approve the minutes with the correction, Mrs. Kirby seconded the motion. All present were in favor, the minutes were approved. The minutes from the closed session were distributed to the board members present for review. No changes were requested. Mrs. Kirby made a motion to approve the minutes, Dr. Hensley seconded the motion. All present were in favor, the minutes were approved. Karen collected the distributed copies for confidentiality purposes.

Directors Report (Attachment I): The draft copy of the Annual Written Agreement (Fiscal Year 2018-2019) Between the NC DHHS Division of Social Services and Henderson County was discussed. Director McFalls believes that the document will be substantially changed by the time it reaches is final version. The signature line for county approval does not state whether the County Manager or the DSS Director are to sign. Much of the report is made up of performance measures for the county to meet, but no percentage (%) is given for successful completion.

Director McFalls shared that a Transylvania County Commissioner is part of the work group studying House Bill 630 and the group has submitted two proposed DSS regionalization maps (**Attachment II**). The work group is still reviewing/discussing how to staff regional offices, i.e. staff from the State office moving out to the regional offices or new staff being hired. Once the State regionalization is decided, the work group will move on to regionalization of County DSS's, keeping in mind that this type of regionalization will also impact various other county departments: Finance, Sheriff, etc.

On the topic of NC FAST for Child Welfare, Henderson County is scheduled to roll into this program in November 2018. There has be a significant delay of the rollout to other counties, it is unclear whether HC DSS will roll out in November. Director McFalls has met with Assistant County Manager Amy Brantley regarding funds that were approved for NC FAST as part of the FY 17-18 budget that have not been used due to the delay. Ms. Brantley will move the unused funds to a capital account to hold in reserve for DSS until a date for implementation of NC FAST is provided.

Director McFalls reviewed the February Employees of the Month (**Attachment III**) and asked Mr. Marino to share about Mrs. Horne. Mr. Wilson asked if the employees of the month received any monetary stipend for their recognition, Director McFalls shared that no monetary stipend is included with the designation, but that they do have access to specially designated parking spaces.

Director McFalls then highlighted several areas of the January Statistical Report (**Attachment IV**). She reminded the board that HC DSS is still struggling with the accuracy of reports coming out of NC FAST. As an example, Medicaid Applications are down, but we know that over 500 applications have come through the Federal Marketplace to the county. Another example is the numbers provided for Food and Nutrition where cases and individuals served are down, but the number of applications are up. They don't seem to be showing up in the reports. Staff currently can pull numbers from three sources: NC FAST, XNET and Data Warehouse. All three report different numbers as to case inventory, participants, and applications received. Program Administrator Morgan raised this issue several months ago with personnel at the State level, but has received no response. Director McFalls will continue to raise these concerns to State personnel, in the hope of securing the best resource for the correct information. CPS Foster Care (ages 18-21) continues to grow as more young adults agree to the support DSS can continue to provide them as they enter adulthood. Mrs. Kirby asked for the specific areas HC DSS assists these young adults. Mr. Marino shared that they receive guidance on budgeting, seeking employment, housing, furthering their education and medical care. DSS staff will interview potential roommates and help establish links with community resources as needed. They must meet the requirements set out for them to continue in the program. Director McFalls shared that the number of children in foster care (birth-18) has dropped since the end of January. Eight adoptions have been finalized over the last few weeks and as of the board meeting, our number is down to 98. Adult Services number are declining due to number of calls received and cases that are screened in for investigation. Chair Summey asked about the decline in Guardianship Cases, Mr. Marino responded that several clients have passed away and some clients have had their guardianship granted to a family member.

Program Administrators Reports (Attachment V): Social Work Program Administrator Marino reviewed his report. Information from the Point-in-Time study was not yet available, it will be reviewed at the March board meeting.

Director McFalls reviewed the Economic Services Program Administrator Report (**Attachment VI**) due to the absence of Mrs. Morgan. She continued the discussion about the statistics coming from NC FAST and the other reporting systems. NC FAST issues a monthly "Report Card" on Medicaid application processing and those numbers never match XNET. It is difficult to match caseload size and staffing based on these numbers. Alternative avenues of reporting are being discussed. These inconsistencies make the counties very vulnerable to audit corrections and possible paybacks. Changes to policy and then the dissemination of new policy down to the county level is also a big area of concern because front line staff are being held accountable for policy that changes quickly.

Administrative Officer Maxey made two corrections to his report. Bullet #1 should be 7-month YTD spending; and Bullet #7-LIEAP applications are now trending up after last weeks influx. Mr. Maxey added that there will be a vacancy in the Accounting Technician 3 slot with the retirement of Darryl Green. A job posting for internal applicants only was sent out and interviews will take place on Friday, February 23rd. Finally, he pointed out the HC DSS is underspending on the salary line, primarily due to lapsed salaries (**Attachment VII**). Our number this year is lower than in previous years due to the low turnover rate.

Chair Summey shared with the board that purging of records referenced in Mr. Maxey's report is an annual event. Through these purges, in compliance with the records and retention schedule set out by the State of North Carolina, Henderson County DSS has been able to shred/purge many old records and no longer keep files at the Iron Mountain Document Management facility.

Focus Area Updates: Chair Summey asked if there were any new updates to the topic areas.

- Dr. Hensley – Child Welfare/CCPT: None
- Mr. Wilson – Diversity/Minority: US Congressman Mark Meadows was at Hendersonville Middle School yesterday to talk to the kids. He was very forthcoming in his answers and the kids appreciated his visit. The 9th Avenue School celebration was held on 2/16/18; 14 alumni attended.
- Mr. Boyd – Housing/Sustainability: None
- Mrs. Kirby – Aging/COA (input from Program Manager Hill): None; Director McFalls shared that COA and the Free Clinics are sponsoring an event with Sam Quinoes.
- Mrs. Summey – Mental Health/Substance Abuse: None

Old Business:

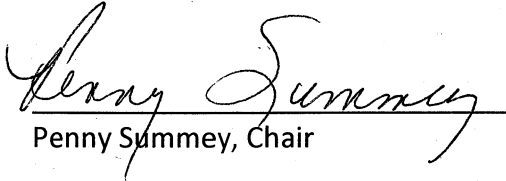
- Point-In-Time Count Recap: As stated earlier by Mr. Marino, information on the study is not complete. This item will be tabled until the March board meeting.
- Times-News Article Submission: Suggestions were made for future articles: Child Day Care and Social Worker Appreciation. March is Social Worker Appreciation Month, Dr. Hensley volunteered to author the article and will submit it to Karen when completed. Child Day Care will be the topic for an article in April or May.

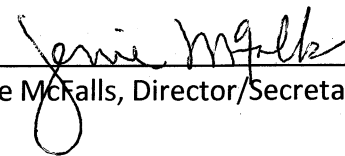
New Business

- FY 2018 -2019 Budget Update: Mr. Maxey reviewed the status of budget preparations (Attachment VIII):
 - He is updating the spreadsheets with the estimates from the State of North Carolina.
 - The IT budget has not been finalized, IT Director Becky Snyder and her staff will be coming over to meet with Mr. Maxey and Director McFalls in early March to discuss this section of the budget.
 - Director McFalls has discussed the addition of one full time staff person in the Social Work area with Ms. Brantley.
 - As discussed earlier, the NC FAST budgeted items for the current fiscal year have not been purchased due to the delay in implementation for child welfare. To date, only additional desk top monitors have been purchased from this budget.
 - Contract Projections will be very similar to the current fiscal year with slight increases in vendor contracts, and a significant drop in Medicaid Transportation due to the move into NC Tracks.
 - Historical data for the prior three fiscal years was reviewed.
 - Once the estimates are all in and the IT budget finalized, County Finance will run the final numbers and discuss with Mr. Maxey and Director McFalls any areas of concern.
 - Mr. Maxey plans to present the final proposed budget to the DSS Board at the March 20th meeting for their approval/support in anticipation of submission to the County Commissioners in April.

- Board Member Appointment: Chair Summey reminded the board members that Mr. Boyd's term is up on 6/30/18. If he decides to step away from the board at that time, a new member will have to be selected by the remaining board members. Each member was encouraged to take an application form and bring back any interested community member names to the March meeting.

Next Meeting and Adjournment: Chair Summey reminded the board that the next meeting is scheduled for Tuesday, March 20th, 2018 at 12:00 PM. Dr. Hensley made motion to adjourn the meeting, Mr. Wilson seconded the motion, and all present were in favor. The motion passed and the meeting was adjourned at 1:23 PM.


Penny Summey, Chair


Jerrie McFalls, Director/Secretary to the Board

: JGM

Attachments:

- I. Director's Report (February 2018)
- II. SSWG Proposed DSS Regions
- III. Employees of the Month (February 2018)
- IV. Statistical Report (January 2017 – January 2018)
- V. Program Administrators Report (February 2018)
- VI. Economic Services Program Administrators Report (February 2018)
- VII. FY17-18 Seven Month Report (July – January 2018)
- VIII. FY 2018 -2019 Budget Handouts