

HENDERSON COUNTY BOARD OF SOCIAL SERVICES  
MINUTES OF FEBRUARY 21, 2017 MEETING

The Henderson County Board of Social Services conducted their regular monthly meeting on Tuesday, February 21, 2017 at 12:00 PM in the East Conference Room (C2104) of the Human Services Building. Present from the Board were Chairperson Penny Summey, Vice-Chair Melinda Lowrance, and Dr. Jennifer Hensley. Present from the staff were Jerrie McFalls (Director), Joseph Maxey (Administrative Officer), Kevin Marino (Social Work Program Administrator), Trina Hill (Adult Services Program Manager), and Karen Vale (Clerk to the Board). Board members Jerry Rice and John Boyd; and Economic Services Program Administrator Sandy Morgan were absent, with regrets.

**Call to Order:** The meeting was called to order at 12:06 PM by Chair Summey.

**Public Input:** None

**Adjustments to the Agenda:** None

**Approval of Minutes:** The minutes of the 1/24/2016 meeting were approved on a motion from Vice-Chair Lowrance and seconded by Dr. Hensley; all present were in favor.

**Director's Report (Attachment I):** Director McFalls reviewed her report, specifically highlighting the work with Partnership for Health, the FY 17-18 budget and Family Centered Treatment. Dr. Hensley suggested that the board and staff work on a presentation to the HC Commissioners on the FCT success story. Director McFalls agreed that this topic would be beneficial to the commissioners and she will work with DSS staff and SPARC staff to reach out to the family about talking to the commissioners. If the family is not comfortable speaking in front of the commissioners, it might be possible to video record their piece and then present that at the commissioner meeting. Director McFalls went on to highlight the following areas on the statistical report (**Attachment III**): 35% drop in Work First Employment cases, and she clarified that the children in the Child Only Work First Case number are children that are in a kinship placement that require Medicaid. Applications received in Medicaid are up 22.6%; number of children in day care and day care expenditures are down 15% due to the move of Smart Start out of the DSS budget. Investigations for Child Welfare and Adult Services are both up due to the number of reports being taken.

**Program Administrators Reports (Attachment IV):** Program Administrator Marino asked if there were any questions regarding his report; there being none he then introduced Adult Services Program Manager Trina Hill to report on the Point-In-Time study as requested by board member John Boyd at the January meeting. Mrs. Hill reviewed her Power Point presentation (**Attachment VI**). She explained that the count always takes place during the last week in January, per designation by the Department of Housing and Urban Development. Mrs. Hill went on to explain that the count was higher this year due to several factors: organized teams are getting better at pinpointing the locations of camps throughout the county, and the weather was warmer this year. Mr. Maxey asked about how cooperative the people were to the teams coming into the camps; Mrs. Hill stated that several people talked to them, but did not want the team coming into the camp area. Dr. Hensley asked for the Buncombe County count, Mrs. Hill will try to secure that information and forward it to Dr. Hensley. Vice-Chair Lowrance asked about the number of youth surveyed, Mrs. Hill shared that the definition of homelessness coming from HUD is different than the McKinney -Vento definition that the school district utilizes. Based on the HUD definition there were zero youth in Henderson County. Dr. Hensley and Mrs. Hill both shared that Hendersonville City Manager John Connett has asked to attend the next Homeless Coalition meeting to discuss the rise in aggressive behavior by the homeless and the request from the Joseph's Center for a change of designation, which would allow them to shelter more individuals.

Director McFalls asked if there were questions/comments regarding the Economic Services report. Vice-Chair Lowrance stated that the State seemed more open to our explanation to audit exceptions referencing our recent single audit. Director McFalls shared that although the State did find some exceptions, the agency had no paybacks due and that we had already started to develop a plan to address the exceptions. The management team will be meeting with new Henderson County Internal Auditor Samantha Reynolds to review the single audit findings. Dr. Hensley asked if we send updates regarding NC FAST to our elected representatives, Director McFalls shared that we currently do not update them on a regular basis regarding NC FAST and the number of help desk tickets that are submitted. She can contact Representative Chuck McGrady for his thoughts on receiving updates.

Administrative Officer Maxey shared that work is on-going for the FY 17-18 budget. Staff will be meeting with County IT Director Becky Snyder and several of her staff to review the IT needs for the upcoming budget year. The DSS budget will contain approximately \$800,000 for the software/hardware needs as Child Welfare transitions into NC FAST. The State DHHS office has yet to make a decision on a recommended vendor. No new positions will be requested this fiscal year; one new vehicle will be proposed to replace the aging Durango. Input from County HR regarding the employee benefit package indicates that no medical insurance rate change will be forthcoming. The training budget will be increased slightly to promote additional trainings for supervisors and front line staff. Once all the estimates from the State are received, and input from County Finance and IT is confirmed, Mr. Maxey will send out a budget preview prior to the March 21<sup>st</sup> board meeting. This will give board members time to review the proposed budget and feel confident to support it before it is submitted to the County Managers office. Dr. Hensley would like to see additional pricing from Northwoods on the other options discussed at last month's board meeting. She would also like Mr. Maxey to pull together an estimate of cost to adjust non-exempt staffs work hours from 37.5 hours per week to 40.0 hours per week. Mr. Maxey reviewed the current status of deputy placement at DSS and shared that we have new American Security personnel.

**Focus Area Updates:** None

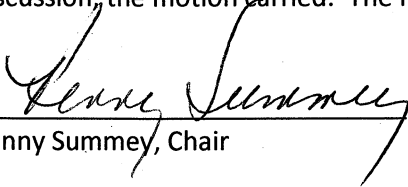
**Old Business:**

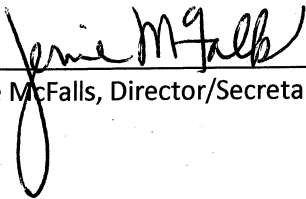
- Point in Time Study Feedback: See above
- FY 17-18 Budget Update: See above

**New Business:**

- Board Member Stipend: Chair Summey reviewed the current process regarding the board stipend. Currently, board members receive \$10/meeting attended; with checks being processed in January and July. Clerk Karen Vale maintains the attendance roster and submits check requests to County Finance twice a year. The stipend has been \$10 for number of years, and any change to this stipend would have to be submitted to the HC Commissioners for their approval during the FY 17-18 budget process. Due to the absence of two board members, Chair Summey asked that this agenda item be tabled until the March meeting to ensure full board participation. Vice-Chair Lowrance and Dr. Hensley agreed, Karen will move this item to the March agenda.
- Upcoming DSS Board Vacancies: Chair Summey reviewed the Three-Year Member Term Chart (**Attachment IX**). The terms of two current members will expire on 6/30/17, Melinda Lowrance and Jerry Rice. Vice-Chair Lowrance cannot be re-appointed by the Social Services Commission, she has reached her maximum allowed appointment. She has several candidates to fill her position, and will share the application process with them. Mr. Rice is completing the term left vacant when Mr. Cyphers resigned in January 2016. Mr. Rice is eligible for re-appointment by the HC Commissioners and will be contacted by Clerk to the Commissioners Terry Wilson in May regarding his re-appointment.

**Next Meeting and Adjournment:** Chair Summey reminded the board that the next meeting is scheduled for Tuesday, March 21, 2017 beginning at 12:00 PM; lunch will be served at 11:45 AM. Dr. Hensley motioned that the meeting be adjourned, Vice Chair Lowrance seconded the motion; there being no further discussion, the motion carried. The meeting adjourned at 1:27 PM.

  
Penny Summey, Chair

  
Jerrie McFalls, Director/Secretary to the Board

: JGM

Attachments:

- I. Director's Report (February 2017)
- II. Employees of the Month (February 2017)
- III. Statistical Report (January 2016 – January 2017)
- IV. Program Administrators Report (February 2017)
- V. Social Work Job Fair Flyer (April 2017)
- VI. HC Point-In-Time Count Power Point
- VII. FY 16-17 7-Month YTD Expenses Report
- VIII. Income/Expense Report from MUNIS (January 2017)
- IX. DSS Board Member Term Chart (January 2017)