

HENDERSON COUNTY BOARD OF SOCIAL SERVICES  
MINUTES OF JANUARY 15, 2019 MEETING

The Henderson County Board of Social Services conducted their regular monthly meeting on Tuesday, January 15<sup>th</sup>, 2019 at 12:00 PM in the North Conference Room (C2140) of the Human Services Building. Present from the Board were Chair Dr. Jennifer Hensley, Tyra Kirby and Judy Smith. Present from the DSS staff were Jerrie McFalls (Director), Kevin Marino (Social Work Program Administrator), Sandy Morgan (Economic Services Program Administrator), Joe Maxey (Administrative Officer) and Karen Vale (Clerk for the Board). Newly appointed board member Melinda Lowrance, and guest presenters Gwen Saltz and Rebecca Villasana were also present. Vice-Chair Penny Summey was absent.

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

**Welcome & Oath of Office:** Director McFalls welcomed Mrs. Lowrance back to the Board of Social Services and stated that the NC Social Services Commission had re-appointed Mrs. Lowrance to the board to complete the term vacated by Frank Wilson. Her term will run through 6/30/2020. Mrs. Lowrance shared that she is glad to be back on the board, serving the citizens of Henderson County. She is currently the President of the NAACP for Henderson County and a state officer for the NC Chapter of the NAACP. She is a small business owner in Henderson County, Mop Head Cleaning Service. Clerk Karen Vale administered the oath of office to Mrs. Lowrance.

**Public Input:** None

**Adjustments to the Agenda:** None

**Approval of Minutes:** Chair Hensley asked for any changes to the open session minutes, none were requested. Mrs. Smith made a motion to approve the minutes as submitted, Mrs. Kirby seconded the motion. All present were in favor and the motion passed. Clerk Karen Vale distributed copies of the closed session minutes to the board members for review. Chair Hensley asked for any changes, none were requested. Mrs. Kirby made a motion to approve the closed session minutes as submitted, Mrs. Smith seconded the motion. All present were in favor and the motion passed. Clerk Karen Vale collected the copies of the closed session minutes.

**Board Education:** Mrs. Morgan introduced Gwen Saltz, IM Supervisor 2 and Rebecca Villasana, IMC 2; both from the Private Living Arrangements/Special Assistance Unit in Economic Services. They shared the qualifications for Special Assistance Medicaid for facility residents and residents who choose to remain in their homes (**Attachment I**).

**Directors Report (Attachment II):** Chair Hensley asked for a further explanation of the proposed revisions to the director qualifications. Director McFalls reviewed the history of the director's association and its involvement with the qualifications criteria. It has been suggested that any changes to the director's qualifications need to come from NCACBSS and/or the County Commissioner's Association, not NCACDSS. Director McFalls will keep the board updated with any new information.

Mrs. Kirby asked about the Adult Services information on Mr. Marino's part of the program administrator's report, specifically the ACHS regulation and licensing enforcement pilot program. Mr. Marino shared that HC DSS has two adult services social workers that investigate facilities if a complaint is registered. Their findings are then sent to the Division of Health Service Regulation for enforcement.

This pilot program would bring the enforcement down to the county level. HC DSS has a great working relationship with all the facilities we monitor. More information needs to be obtained before HC DSS investigates becoming part of the pilot program.

Mrs. Morgan updated her report on the Federal Government shut down impact on Food and Nutrition clients. The United States Department of Agriculture (USDA) decided last week to issue FNS benefits on January 20<sup>th</sup> for the February benefit month. Any client that received benefits in January would receive the same benefit for February. Any new applications or clients in the recertification protocol need to continue to respond to letters as directed and submit any necessary paperwork. All current applicants with paperwork due have been called to confirm their deadline for submission to ensure benefits. The USDA does not believe benefits will be issued after the January 20<sup>th</sup> date until the Federal Government shutdown is resolved. Informational flyers have been sent to all counties by the USDA for local promotion of this process. HC DSS has asked the IT department to load the information on the DSS website as well as the HC Website; Director McFalls has also contacted HC Public Information Officer Kathryn Finotti to have this information placed on the Morris Broadband public access channel. WLOS and Blue Ridge Now have also run news articles regarding the impact of the shutdown on benefit recipients. Mr. Marino spoke with a reporter from the Hendersonville Times-News about the impact and that story was printed on January 7, 2019. Mrs. Lowrance asked about posting the USDA information on the local NAACP website to reach more citizens, Director McFalls will forward the flyers this afternoon.

Mr. Maxey shared that there are less lapsed salary dollars for the six-month period compared to last fiscal year. He attributes this to lower turnover and shorter vacant time per position.

Director McFalls updated the board on a statement made by HC Commissioner Bill Lapsley during the January 7<sup>th</sup> HC Commissioner meeting. During a review of the audit report from FY 17-18 Mr. Lapsley stated that County Human Services had an excess of \$4.3 million dollars for that fiscal year. Director McFalls has reviewed the applicable portions of the report as related to HC DSS and spoken with Commissioner Lapsley. The excess is made up of several items: lapsed salary/benefit money from DSS; budgeted funds for Day Care and Medicaid Transportation in case their moves into NC Tracks did not go as planned, budgeted funds for HC Health Department, and funds that were budgeted in FY 17-18 for NC FAST for Child Welfare that were moved to FY 18-19 due to the delay in product launch by the State of North Carolina.

Regarding the current federal government shutdown, Director McFalls went on to say that current staff will not be affected right now. If the shutdown continues, and federal reimbursements/allocations are not received due to the shutdown, current staffing levels will have to be discussed. In discussions with staff at HC Finance office, the allocation for this quarter has been received, the next one is due in April.

**Old Business:**

- **None**

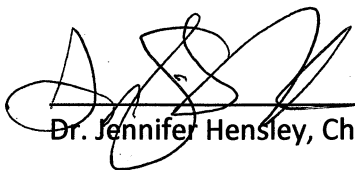
**New Business:**

- **2019 Social Services Institute July 30<sup>th</sup> – August 1<sup>st</sup>:** Director McFalls shared the dates for this years Institute. After the cancellation of last years event due to Hurricane Florence and the recent cancellation for weather in 2016, NCACDSS solicited feedback from County Directors about date changes. The event will be held in Hickory and the convention center. No agenda

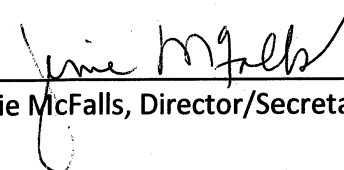
has been released, but the New Board Member Orientation has historically been held on the first day of the Institute. Director McFalls will update the board as new information is received.

- **FY 19-20 Budget Workshop Preparations:** Director McFalls informed the board that the HC Commissioners will be holding their annual budget workshop on Wednesday, January 16<sup>th</sup>. HC DSS will be the fourth department to present and a Power Point slideshow has been created to support the DSS budget request and the 4-Year Plan submitted at the end of September 2018 (**Attachment V**). Director McFalls and Chair Hensley both commented on the multiple “unknowns” at the State and Federal level that could impact the budget and the 4-Year plan. The Memorandum of Understanding between the County and State, NC FAST, Medicaid Expansion, Affordable Care Act, Medicaid Transformation, Modified Manual for Child Welfare are just a few of the factor’s that must be taken into consideration when planning the budget. Director McFalls reminded the board members that this is the first step in the budget process, several meetings with county management staff will be held before the budget is submitted for final approval by the Commissioners. She will keep the board informed as new information arrives.
- **DSS Board Presentations to HC Commissioners:** Chair Hensley would like to resume the quarterly presentations by board members/staff to the commissioners this quarter. After a short discussion, an update on the Duke Grant and the Family Recovery program will be the topic. A request for board action to appear at the March 4<sup>th</sup> meeting will be submitted. Chair Hensley and Mr. Marino will be the listed presenters.

**Next Meeting and Adjournment:** Chair Hensley reminded the board that the next meeting is scheduled for Tuesday, February 19<sup>th</sup>, 2019 at 12:00 PM. Mrs. Lowrance made a motion to adjourn the meeting, Mrs. Kirby seconded the motion. All present were in favor, the motion passed, and the meeting was adjourned at 1:05 PM.



Dr. Jennifer Hensley, Chair



Jerrie McFalls, Director/Secretary to the Board

: JGM

**Attachments:**

- I. Special Assistance Medicaid Power Point
- II. Director’s Report (January 2019)
- III. Employees of the Month (January 2019)
- IV. Statistical Report (December 2017 – December 2018)
- V. 2<sup>nd</sup> Quarter Personnel Report (October – December 2018)
- VI. Program Administrators Report (January 2019)
- VII. FY18-19 6-Month YTD Report dated 1/15/19
- VIII. Department of Social Services FY 19-20 Budget Power Point