

**PITT COUNTY BOARD OF SOCIAL SERVICES  
REGULAR SESSION**

**December 11, 2018**

The Pitt County Board of Social Services met in Regular Session at 4:00 p.m. on this date in the Eugene James Auditorium located on the second floor of the Pitt County Office Building, 1717 W. 5th Street, Greenville, N.C. The purpose of this meeting was to conduct the official business of the Pitt County Board of Social Services. Board members and Management Team staff present:

**Board Members**

Members Present  
Melonie Bryan, Chair  
James Cox, Vice Chair  
Shelia Bunch  
Catherine Nelson

**Agency Staff**

Members Present  
Jan Y. Elliott, Director  
Gwen Burns, Deputy Director  
Bryan Averette, ESS Program Admin

**County Manager Rep.**

Members Present  
Brian Barnett, Dep. Co. Manager

**Call to Order**

Chair Bryan called the meeting to order at 4:00 p.m.

**Moment of Silent Prayer**

Chair Bryan offered a moment of silent prayer or meditation before the meeting began.

**Public Comments**

Chair Bryan opened the floor for public comments. No one had submitted a form or signed in to speak.

**Adopt or Revise the Agenda**

Item presented by: Chair Bryan  
Discussion: The agenda for today's meeting was reviewed by the Board.  
Motion Made: To adopt the agenda.  
Motion Made by: Jim Cox  
Motion seconded by: Shelia Bunch  
Motion passed: The motion was passed unanimously.

**Action on minutes of previous meeting**

Item presented by: Chair Bryan  
Item Description: Minutes of November meeting  
Discussion: Chair Bryan asked if there were any revisions to be made to the minutes of the November meeting.  
Motion Made: To accept the minutes as presented.  
Motion Made by: Catherine Nelson  
Motion seconded by: Jim Cox  
Motion passed: Unanimous

**Recognition of Joyce Jones**

A plaque of recognition was presented to Ms. Joyce Jones of Life NC. Chair Bryan congratulated her on her retirement and the years of service and partnership with Social Services. Ms. Elliott noted the ongoing vision that was started by her and Margaret Dixon eighteen years ago. Ms. Jones expressed her thanks and stated how superb DSS has been to work with.

Bryan Chair welcomed Mr. Lee, who will be filling Ms. Jones position.

### Items for Consent

Ms. Elliott noted that the Victims of Crime grant will have a \$40,000 in kind match, which was approved for DSS to apply for by the County Commissioners. Chair Bryan went over the budget amendments and grant proposals.

Motion: Motion made to approve the amendments as presented.  
Motion Presented by: Jim Cox  
Motion seconded by: Shelia Bunch  
Motion passed: Motion passed unanimously

### Items for Discussion

**Item Presented: Grant Proposals**  
**Item Presented by: Kevin Krisher, Human Services Planner III**

Mr. Krisher went over the grants. The largest grant will be used to get Signs of Safety program that has been used successfully in Wilson County. The three goals are to successfully replicate the program in Pitt County, reduce the number of children in Foster Care and the trauma they face, and to retain the current workforce. The grant is for \$550,000. The second grant is Victims of Crime which will hopefully be used with another grant to provide paid internships and help us recruit. It would allow caseloads to be shifted to the interns, giving them expanded experiences. Mr. Cox asked how long the grants would be for. Mr. Krisher stated both are three year grants. If the grants are successful, they will try to get extensions on them. Ms. Elliott noted that he had met with Dr. Bunch to discuss the grant for the paid internships. Dr. Bunch said they had met with a few others as well and they are all excited and trying to come up with strategies to use it.

**Item Presented: Board Retreat**  
**Item Presented by: Jan Elliott, Director**

Ms. Elliott stated that she is eager to hear what the Board would like to discuss or learn about at their Board Retreat. Chair Bryan thought since there are some new Board Members and the Agency has been reorganized that it would be nice to have the Division Managers introduce themselves and discuss what their divisions do, to get an update on the Strategic Plan and to have the County Attorney review Board Member duties. Dr. Bunch would like to have fewer items on the agenda to give them time to ask more questions. Maybe some updates on the MOU and Medicaid Transformation, if there are any to share. Chair Bryan asked about the location and time. Ms. May replied that it would be held down in the EOC at 2pm.

### Director's Report

Ms. Elliott noted that the Medicaid Transformation Healthy Opportunity pilots will go into 2 or 4 geographic regions in the State. Went over the handout. The pilots will be selected in 2019 with the rollout in 2020. Eight groups have bid to be the provider entities. NC Cares 360 will be a resource platform that can be used by everyone and will collect data. It is expected to be rolled out in early 2019. She reminded them that she had sent them the updated MOU with the changes. The new handout has the new timeframe, performance measures and standards, etc. Still working on the data validation, which is still not accurate in many areas. Slowly moving toward giving each County growth measures. Thirteen of the standards were met in September by Pitt County and Pitt County has met or was better in five standards than the State. Training to be done on how to access and validate the data. Smaller counties with smaller caseloads are more easily able to find the discrepancies in the data. Every County is being assigned a data coordinator to assist with validating the data. Will take the MOU to the County Commissioners next month as it needs new signatures. The Social Services work group has completed Phase 2. They are suggesting that each County designate one person to handle the conflict of interest cases. Reviewed quickly the key recommendations. Mr. Cox asked if anything stood out to her. Ms. Elliott said looking at how the Counties interact across the county lines. Ms. Elliott reported agency continues to do well on application processing, meeting all the standards and continue to make progress in meeting other standards where needed. She reviewed the vacancy report noting the large number of new hires and people transferring between units. Thanked the County Manager for allowing DSS to recruit early for two upcoming vacancies, due to retirements. She reminded them that LIEAP was going on now. State increased the

allotted money allowing DSS to serve more people. Noted the deadline for ACA applications is December 15<sup>th</sup>. Stated there are over 1000 people currently on the Day Care waiting list. Shared with the Board the Red Cross plaque DSS received for their hard work and commitment during Hurricane Florence.

### **Board Member Comments**

None at this time.

Motion: Motion made to adjourn  
Motion Presented by: Shelia Bunch  
Motion Seconded by: Jim Cox  
Motion passed: Motion passed unanimously

Respectfully Submitted,

Jan Y. Elliott  
Director

Susan May  
Clerk to the Board

Melonie Bryan  
Chair