

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

January 12, 2021

The Pitt County Board of Social Services met in Regular Session at 4:00 p.m. via Zoom. 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 Participating
James Cox, Chair– Remote
Shelia Bunch – Remote
Catherine Nelson - Remote
Darone Dancy – Remote
Mary Perkins-Williams - Remote

Agency Staff

Members Present
Jan Y. Elliott, Director – Remote

County Manager Rep.

Members Present
Brian Barnett– Remote

Call to Order

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

Moment of Silent Prayer

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

Roll Call:

Chair Cox Present	Shelia Bunch Present
Darone Dancy Present	Catherine Nelson Present
Mary Perkins-Williams Present	

Adopt or Revise the Agenda

Item presented by: Chair Cox

Discussion: The agenda for today's meeting was reviewed by the Board.

Motion Made: To approve the agenda as presented.

Motion Made by: Catherine Nelson

Motion seconded by: Darone Dancy

Motion passed: The motion was passed unanimously.

Vote Record:

Chair Cox Yes	Shelia Bunch Yes
Darone Dancy Yes	Catherine Nelson Yes
Mary Perkins-Williams Yes	

Action on minutes of previous meeting

Item presented by: Chair Cox

Item Description: Minutes of the December meeting

Discussion: Chair Cox asked if there were any revisions to be made to the minutes of the meeting.

Motion Made: To accept the minutes as presented.

Motion Made by: Catherine Nelson

Motion seconded by: Darone Dancy

Motion passed: Unanimous

Vote Record:

Chair Cox Yes
Darone Dancy Yes
Mary Perkins-Williams Yes

Shelia Bunch Yes
Catherine Nelson Yes

Employee Recognition

Ms. Elliott did Power Point with pictures of the new hires and retirees. For the service awards, Ms. Elliott read off the names and years of service noting Tammy Lewis has 30 years.

Items for Consent

Chair Cox asked if there were any questions regarding the consent item. Ms. Elliott recognized the donation was from Weyerhaeuser for \$7,000. There were no questions.

Motion Made: To accept the budget amendments as presented.
Motion Made by: Mary Perkins-Williams
Motion seconded by: Catherine Nelson
Motion passed: Unanimous

Vote Record:

Chair Cox Yes Shelia Bunch Yes
Darone Dancy Yes Catherine Nelson Yes
Mary Perkins-Williams Yes

Items for Report

Item Presented: **Holiday Cheer Christmas Update**
Item Presented by: **Chandra Mewborn, Tammi Corbitt and Jennifer Stroud**

Adult Holiday Cheer - Jennifer Stroud and Tammy Corbitt, Social Workers, thanked everyone who participated in, responded and/or donated money and items for the 132 residents. Every resident received what they needed making it a great year. Child Welfare Holiday Cheer - Chandra Mewborn stated this year was a tremendous success, due to the community's participation. All 182 foster care children and 16 teens out of the 18 and 21 Program (total of 198) were given presents and gift cards. Expressed her thanks for the community's overwhelming response as it also allowed staff to assist families in the Assessment and In-home units. Ms. Mewborn had short thank you video played. Chair Cox thanked everyone.

Items for Discussion

Item Presented: **Strategic Planning**
Item Presented by: **Jan Elliott, Director**

Ms. Elliott reviewed the Power Point noting the current Strategic Plan has been in effect since 2018. Realized it was time to review and update. Most of the strategies and activities have been accomplished. Realized the need to quantify outcomes, so in spring 2020 decided to start using state standards as a measure where ever possible. Now have six goals with measurable outcomes. Ms. Perkins-Williams asked about goal #5 in regards to the BEER report. Ms. Elliott explained it was a federal report that has to be worked regularly. Ms. Nelson asked if there will be a dashboard to see at different times of the year. Ms. Elliott said by using the states measurables, it will show on a state public dashboard that will also offer comparative reports of different counties. Ms. Perkins-Williams asked if Northwoods assisted during this Covid time. Ms. Elliott said it has helped significantly with staff being able to work remotely with public and clients. NC Fast has the statistics that will be out on the state dashboard. Discussion followed as to what Northwoods and Transverse are.

Item Presented: **Board Retreat Planning**
Item Presented by: **James Cox, Chair**

Chair Cox reminded the Board they had decided last month to do a retreat in February. However, with the current restrictions, will not be able to do it in person. A virtual retreat is possible, depending on everyone's thoughts. Ms. Nelson said to continue

with a virtual retreat to do the strategic planning. Dr. Bunch seconded Ms. Nelson. Ms. Perkins-Williams asked if it would be open to the public. Ms. Elliott stated it would be open to the public and broadcast. Discussed whether to do a 3-hour virtual retreat meeting. Chair Cox stated to plan for it as a 3-hour event from 1-4pm. Chair Cox asked for possible agenda items. Chair Cox suggested Board composition and sustainability as move forward and a report to the community child protection team by Ms. Elliott on the child welfare demographics. Ms. Perkins-Williams asked for update on abuse of adults. Ms. Elliott noted Covid has impacted Child Welfare, APS and domestic violence with an increase in cases. Ms. Nelson suggested talking about NC 360 and community partnerships. Developing a list of agencies to come in and talk was suggested by Chair Cox. Ms. Perkins-Williams would like a communication of Board retreat to go out as soon as possible, so the public will have a chance to review it and learn about community partners. Chair Cox asked if there was anything around the Strategic Plan that needed to be discussed further as there were some additional questions regarding it. Ms. Perkins-Williams brought up people trying to access and find online applications. Ms. Elliott noted the website where they can be found.

Director's Report

Ms. Elliott reviewed the LIEAP reporting they have had normal numbers for the December priority group. It has opened up to the public now. Working on those applications now. There was \$471,611 spent for the Pandemic LIEAP for the priority group and FNS recipients. Had to borrow \$186,388.9 from regular allotment to cover the number of people who qualified. Had 265 applicants in December along with the auto enrollment for a total of 1392. Contracts for the Covid grant have been signed and sent to Raleigh. Waiting for funds to be released. Ms. Perkins-Williams asked if the evictions were still on hold. Ms. Elliott stated the governor had extended not being able to evict renters due to nonpayment of rent. Ms. Elliott reviewed Medicaid report and noted we did not meet requirement for MAD this month. An application was keyed in with the wrong date and we have asked for a waiver, which is expected to be granted. She then went over the vacancy report noting five of the frozen positions have been released. Mr. Dancy asked if she was able to see if DSS was getting higher qualified applicants, due to job loss from Covid. Ms. Elliott stated there has been an increase in applicants, even in the temporary time limited no benefit positions. Discussion held regarding virtual training.

Board Member Comments

Ms. Perkins-Williams spoke about the increasing virus numbers and asked the public to do their part to keep the numbers level, to put their mask on and stick to social distancing. Encouraged the public to get the vaccine. Dr. Bunch stated she was looking forward to retreat. Said this had been a great meeting with great words from Commissioner Perkins-Williams. Chair Cox requested board to send topic suggestions to him.

Motion: Motion made to adjourn
Motion Presented by: James Cox
Motion Seconded by: Mary Perkins-Williams
Motion passed: Motion passed unanimously

Vote Record:

Chair Cox Yes	Shelia Bunch Yes
Darone Dancy Yes	Catherine Nelson Yes
Mary Perkins-Williams Yes	

Respectfully Submitted,

Jan Y. Elliott
Director

James Cox
Chair

Susan May
Clerk to the Board