

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

December 10, 2019

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
James Cox, Chair
Shelia Bunch, Vice Chair
Mary Perkins-Williams
Darone Dancy

Agency Staff

Members Present
Jan Y. Elliott, Director
Gwen Burns, Dep. Director
Angela Hart, Business Officer
Michele McCorkle, FSS Prog. Admin
Tammy Lewis, CW Prog. Admin
Bryan Averette, ESS Prog. Admin
Cynthia Ross, Adult Services Prog. Manager

County Manager Rep.

Members Present

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.

Public Comments

Chair Cox 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 Cox

Discussion: The agenda for today's meeting was reviewed by the Board. Ms. Elliott requested adding a budget amendment to the agenda.

Motion Made: To accept the agenda as presented with the added budget amendment.

Motion Made by: Mary Perkins-Williams

Motion seconded by: Shelia Bunch

Motion passed: The motion was passed unanimously.

Action on minutes of previous meeting

Item presented by: Chair Cox

Item Description: Minutes of the November meeting

Discussion: Chair Cox asked if there were any revisions to be made to the minutes of the November 12th meeting.

Motion Made: To accept the minutes as presented.

Motion Made by: Mary Perkins-Williams

Motion seconded by: Darone Dancy

Motion passed: Unanimous

Introduction of Retirees

Ms. Elliott introduced and gave the employment history of the five employees who would be retiring at the end of December. The Board congratulated them.

Introduction of New Hires

Ms. Elliott introduced the new hire to the Board. The Board welcomed her.

Items for Consent

Item Presented: Budget Amendment
Item Presented by: Chair James Cox

The Chair presented the two budget amendments for Contributions and Donations (\$15,563) and Town of Ayden Energy (\$4,791).

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

Items for Report

Item Presented: LIEAP Update
Item Presented by: Bryan Averette, ESS Prog. Administrator

Mr. Averette noted the program started a week ago. Reviewed the priority group who can apply in December. Noted everyone can apply starting January 1st. Only change to the program this year is the allotment amount, which has increased to \$300, \$400 and \$500 for the applicants who qualify. Went over the LIEAP webpage, which lists the community partners and will be updated as needed. He discussed the LIEAP fiscal report and noted the program runs until March 31st unless funds run out prior to then. Ms. Elliott stated the funds are paid directly to the provider to go towards the client's bill.

Items for Discussion

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

Chair Cox asked Ms. Elliott to confirm the Board Retreat date. Ms. Elliott stated it will be held on the regular January Board meeting date of January 14th in the EOC at 2pm. Chair Cox noted the rules of governance will be on the agenda to be discussed as well as the County indicators for Adult Services and Child Welfare. Asked the other Board members for their input. Dr. Bunch asked if the County Attorney will be doing the rules of governance. Ms. Elliott replied the Board is able to do that without needing the County Attorney to attend. NC Childhood Action Plan report has been released and the Adult Services Roadmap. These may be items to discuss and help plan around. Chair Cox asked if there were any new initiatives. Ms. Elliott answered that there were not any new ones since the last time they were presented on Trauma. Discussion held about ABWD going nationwide and its impact. Interest noted about having a Round Robin from the departments. Dr. Bunch stated an interest in getting updates on the trauma initiatives. Ms. Burns quickly shared updates on the status of the trauma initiatives and what has occurred since her presentation.

Director's Report

Ms. Elliott stated that Medicaid Transformation has been paused. Letters have gone out from the State. All materials are to be saved. A new date won't be set until a budget has been adopted. Pre-paid health plan providers and the transportation providers are still working on contracts with physicians and transporters for when it starts back. The Medicaid Processing report shows our processing is still going well. We are still processing the applications timely. Very busy time for staff right now. Vacancy report shows an increase in numbers but that is due to internal movements and retirements. Do have a

temporary worker helping with LTC. Moving forward with the Deputy Director search. Working on developing a flyer and the advertisement, which will run from Jan. 2nd thru Feb. 2nd. She listed all of the potential websites and associations where the advertisement could be posted. Noted that she wants the advertisement to run in the Raleigh, Greenville and Charlotte newspapers but will depend on the costs. Will be posted on the County website with a link to Developmental Associates website to apply. Will use preliminary interview and emotional assessment to screen initially, then do a telephone conference interview and select the final six for the assessment centers. Have given them a list of people to contact about assisting with the assessment centers.

Board Member Comments

Dr. Bunch congratulated the retirees and welcomed the new hire. Wished a happy and safe holidays to the public. Ms. Perkins-Williams reiterated Dr. Bunch.

Motion: Motion made to adjourn
Motion Presented by: Mary Perkins-Williams
Motion Seconded by: Darone Dancy
Motion passed: Motion passed unanimously

Respectfully Submitted,

Jan Y. Elliott
Director

James Cox
Chair

Susan May
Clerk to the Board