

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

**February 12, 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, Vice Chair  
Mary Perkins-Williams  
Shelia Bunch  
Catherine Nelson

**Agency Staff**

Members Present  
Jan Y. Elliott, Director  
Gwen Burns, Deputy Director  
Bryan Averette, ESS Program Admin  
Angela Hart, Business Officer  
Michele McCorkle, FSS Program Admin

**County Manager Rep.**

Members Present  
Brian Barnett, Dep. Co. Manager

**Call to Order**

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

**Moment of Silent Prayer**

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

**Public Comments**

Vice 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: Vice Chair Cox  
Discussion: The agenda for today's meeting was reviewed by the Board.  
Motion Made: To adopt the agenda.  
Motion Made by: Catherine Nelson  
Motion seconded by: Shelia Bunch  
Motion passed: The motion was passed unanimously.

**Action on minutes of previous meeting**

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

**Items for Consent**

Ms. Elliott reviewed the budget amendments and the approval to apply for a grant.

Motion: Motion made to approve the consent agenda as presented.  
Motion Presented by: Shelia Bunch  
Motion seconded by: Catherine Nelson  
Motion passed: Motion passed unanimously

## Items for Discussion

**Item Presented: Strategic Plan Review**  
**Item Presented by: Jan Elliott, Director**

Ms. Elliott noted the report goes thru December 31, 2018. Should be able to give measurable updates in the next year. Reviewed the updates. Counties are not going to be held accountable for MOU until July 2019. The records retention policy has been approved and the Agency can start destroying records. Ms. Perkins-Williams asked about Northwoods. Ms. Elliott gave a quick update on Northwoods and NC FAST. Mr. Cox inquired if Northwoods continues to be supported. Ms. Elliott replied that it was and the agency gets several updates throughout the year.

## Director's Report

Ms. Elliott reported that the Medicaid Transformation Contract for the pre-paid plan was awarded to AmeriHealth, BCBSNC, United Healthcare of NC and Wellcare of NC for the statewide plans. There is only one regional provider led entity, Carolina Complete Health. Ms. Perkins-Williams asked what region Pitt County was in. Ms. Elliott answered that we were in Region 6, so Pitt County will only have dealings with the statewide providers. Region 6 goes live in February 2020. Client letters will go out in September informing them. Maximus will be the sending enrollment packets, responding to questions and enrolling clients into the plans. No changes to services or co-pays for beneficiaries at this time. Working on confirming numbers being reported in regards to the MOU. MOU will be signed every year in June. Out of 26 goals met 12, had 2 that were not applicable and exceeded the States average in two goal areas. Still meeting goals and objectives of Medicaid Application Processing report. Ms. Perkins-Williams asked how the employee morale was. Ms. Elliott stated that she thought it was pretty good for the most part and reported the Income Maintenance Division celebrated their workers last month and recognized them with a lunch and gift card drawings. Ms. Elliott stated the Agency turnover rate average is 12%, down from the 18% and 19% that it has been. Noted that we've had a lot of internal movement freeing up more positions. Ms. Perkins-Williams inquired how the NC FAST certificate program at Pitt Community College was going. Ms. Elliott replied that a number of new hires have had the NC FAST certificates and CRC's. Currently, on track with LIEAP funding. Thanked the Community Partners for their continued help with LIEAP applications. Vice Chair Cox asked how staff handle winding down CIP/EA clients at the end of the day. Ms. McCorkle stated they monitor the waiting list throughout the day. Staff will do one to two group interviews as needed. At times, applicants may be asked to return the next day. Seeing 100-120 people somedays.

## Board Member Reports

**Item Presented: Regional Board Meeting**  
**Item Presented by: Jim Cox and Mary Perkins Williams**

Mr. Cox stated that on January 22<sup>nd</sup>, he attended a Regional Social Services Board Meeting hosted by Pitt County DSS. Thanked the DSS staff for helping and coordinating the meeting with Ms. Coral Whichard, District 11's Regional Representative. Discussion had been held about the MOU process and the Medicaid Transformation. Stated 19 Counties attended the meeting. He also noted that a quickly organized meeting with community partners on January 31<sup>st</sup> was held. It had been originally scheduled to figure out how to handle the government shutdown and its effect on DSS clients. Although the government shutdown ended the day before, the meeting was still held to coordinate in case of another shutdown. United Way will continue to hold the meetings and handling the implications of any future shutdowns.

Ms. Perkins-Williams noted the County Commissioners are having a lot of discussion regarding the changes and how the Counties are being held accountable without getting additional funding.

**Item Presented: Child Abuse Prevention Planning Committee**

**Item Presented by: Shelia Bunch and Jim Cox**

Dr. Bunch stated she and Vice Chair Cox attend the meetings along with Ms. Elliott, who is the facilitator. During the last few meetings, they have been asset mapping community resources to figure out what is available in the community and which organizations/agencies look at child abuse and child abuse prevention and the gaps. It is showing where the gaps are and who needs to be included in the partnership. Has been a good way to find new community partners.

**Board Member Comments**

None at this time.

Motion: Motion made to adjourn  
Motion Presented by: Mary Perkins-Williams  
Motion Seconded by: Catherine Nelson  
Motion passed: Motion passed unanimously

Respectfully Submitted,

Jan Y. Elliott  
Director

Melonie Bryan  
Chair

Susan May  
Clerk to the Board