

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

March 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
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 Prog. Admin
Angela Hart, Business Officer
Cynthia Ross, SW Prog. Manager
Julia Petrasso, Attorney II

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: Shelia Bunch

Motion seconded by: Catherine Nelson

Motion passed: The motion was passed unanimously.

Action on minutes of previous meeting

Item presented by: Vice Chair Cox

Item Description: Minutes of February meeting

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

Motion Made: To accept the minutes as presented.

Motion Made by: Catherine Nelson

Motion seconded by: Shelia Bunch

Motion passed: Unanimous

Items for Discussion

Item Presented: 2019-2020 Fiscal Budget

Item Presented by: Jan Elliott, Director

Ms. Elliott stated the budget was focused on meeting the needs of the community, reducing the liability to the County, and about the safety of the children and adults in the community. The total proposed budget of \$332,633,882 has a County appropriation of \$33,189,025. The overall budget is projected to increase by 1.7%. Federal and state revenues are expected to cover 63% of the costs with the county share being \$12,338,887. This is an increase of \$3,769,084 over the FY 19 adopted budget or 13%. All of our services are mandated in Federal or state law. There are 3 primary drivers in this budget proposal: space; increased programmatic costs driven by Guardianship, APS and Foster Care; and position increases (24 or 8% growth). Space needs are due to having outgrown both buildings. Have turned visitation and meeting rooms into offices. The immediate relief option is to rent a third office/ building space. Also discussing taking over the PORT space at HSC. Mr. Cox asked if she would be pulling staff from both buildings to go into the rented space. Ms. Elliott stated she would hope to move one entire division that has staff in both buildings into the rented space, which would open space in both buildings. Dr. Bunch asked if the PORT space would be an additional option. Ms. Elliott answered yes however PORT would require a year's notice to vacate to allow them to locate new space so it is not an immediate relief. Programmatic costs needed in the upcoming year: essential services in Guardianships and Adult Services need increased money, the Signs of Safety program for Child Welfare, and increases in Foster Care payments. While reviewing staffing needs, Ms. Elliott reminded the Board that Pitt County is required to reimburse the State for any Medicaid errors found. Went over the requests for the positions in the Economic Support Services division. She noted there has been a 20% turnover rate in the Medicaid Unit. While discussing the Child Welfare Division, she acknowledged the 40% increase in cases over the past 5 years with a 23.5% increase in staff. The NC Fast Pilot Counties are stating there will be a 25% decrease in productivity. Requesting the interpreter as they have had a 103 cases over the past year with Spanish speaking parents. Have been pulling one of the interpreters from Economic Services to assist, which causes problems for that area. Have had a 106% increase in Guardianship cases since 2015. Have 165 guardianship cases at this time. Some clients need a significant amount of assistance and oversight. APS has had a 20% increase in the past year. The standard is 15 cases per social worker and they are over that. Have also had an increase in overtime. Not meeting the State goals at this time. For the Child Support area, each agent has about 20 Foster Care cases and they are getting overlooked in regards to placing orders, so need an agent to focus solely on those cases. Over the past year, the agency has spent \$25,000 in contracting out for an attorney to handle appeals. The Child Support Legal unit has done 3,547 orders in the first five months of the fiscal year.

Motion Made: To go forward with the budget to the County Commissioners as presented.

/Motion Made by: Shelia Bunch

Motion seconded by: Jim Cox

Motion passed: Unanimous

Director's Report

Ms. Elliott reviewed the power points for the Medicaid Transformation and the MOU. She noted that Pitt County will be in Region 7 with the regional office located in Martin County. She briefly went over the Medicaid Processing Applications report, the Vacancy report and the LIEAP/CIP update. Will be taking LIEAP applications thru the end of March. Have \$239,176 left to spend this month. We received an increased allocation for this fiscal year. CIP has \$604,000 obligated at this point. Noted copy of letter sent to the General Assembly regarding postponing rolling out NC Fast in Foster Care. Still some issues with that area.

Board Member Comments

Dr. Bunch stated her appreciation of Ms. Elliott's leadership and her comprehensive budget of the Agency's needs. Appreciates the staff who helped identify the needs. Mr. Cox seconded Dr. Bunch's statements. Ms. Nelson wished the Agency good luck with getting the budget approved.

Motion: Motion made to adjourn
Motion Presented by: Catherine Nelson
Motion Seconded by: Shelia Bunch
Motion passed: Motion passed unanimously

Respectfully Submitted,

Jan Y. Elliott
Director

Melonie Bryan
Chair

Susan May
Clerk to the Board