

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

March 8, 2022

The Pitt County Board of Social Services met for yearly Board Retreat at 1:00 p.m. The purpose of this meeting was to conduct the official business of the Pitt County Board of Social Services as well as training and informational purposes. Board members and Management Team staff present:

Board Members

Members Participating
James Cox, Chair
Catherine Nelson
Darone Dancy
Shelia Bunch
Mary Perkins-Williams

Agency Staff

Members Present
Dr. A. Frazer, Interim Director
Angela Hart, Business Officer
Tammy Lewis, CW Prog. Admin.
Cynthia Ross, Adult Prog. Manager – Remote
Bryan Averette, ESS Admin.
Sonya Scott, FSS Admin.
Julia Petrasso, Senior Attorney II

County Manager Rep.

Members Present

Call to Order

Chair Cox called the meeting to order at 1:00 p.m.

Moment of Silent Prayer

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

Adopt or Revise the Agenda

Item presented by: Chair Cox

Discussion: The agenda for today's meeting was reviewed by the Board. Chair Cox made a motion to revise the Agenda by adding a closed session to discuss the Director Recruitment.

Motion Made: To approve the agenda with the requested revision.

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 Cox

Item Description: Minutes of the February 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

Employee Recognition

Dr. Frazer recognized the new hires by stating their name and position.

Items for Consent

Item Presented: 2022-2023 Budget
Item Presented by: Angela Hart, Business Officer

Ms. Hart reviewed the PowerPoint. This year's proposed budget is \$14.37 million, which is \$1.49 million higher than last year. Growth includes an increase in Adult Services and Guardianship cases, so asking for four staff: 3 Social Worker IIIs (APS) and 1 Social Worker II (APS). Adult Services has a new funding source from the State for Adult Immediate Needs. Foster Care numbers are decreasing but children are more difficult to place, due to behavioral issues, and reports of alleged abuse have continued to increase. Asking for 4.5 staff: 2 Social Worker I/A&T Floaters, 1 Social Work Supervisor III (In-home) and a Social Worker III (QI). Asking for a half-time Attorney I to add to the current half-time Attorney I to increase the Attorney I to a full-time employee. In the Family Support Services Division, CIP has had significant increase in applications. Asking for three new staff: 1 Human Services Coordinator III and 2 Social Worker IIs. Discussion held about mental health needs raised by Ms. Perkins-Williams. There are higher County costs for CIP, due to lack of outside funding. Income Maintenance area needs 5 additional staff: 1 IM Investigator II, 2 IM Supervisor IIs for Redeterm and 2 IM Supervisor IIs for Intake. Fiscal is requesting 3 new staff positions: 1 Admin Assistant I, 1 Vehicle Operator I and Human Services Coordinator III. This would be a total of 19.5 staff. There is a 1.2% projected increase in County population. She then reviewed software needs included in the budget. Discussion held about funding sources in the DSS budget.

Motion Made: To accept the budget as presented.
Motion Made by: Catherine Nelson
Motion seconded by: Shelia Bunch
Motion passed: Unanimous

Items for Report

Item Presented: Annual Report
Item Presented by: Dr. Frazer, Interim Director

Dr. Frazer presented a draft annual report. Chair Cox noted if any revisions were needed to please share them with Dr. Frazer and/or Ms. Boyd.

Item Presented: Division Reports

Fiscal Unit – Ms. Hart reviewed the Fiscal unit noting positions and duties. Went over unit accomplishments, such as the Keeper System which is a way to keep the car keys available 24 hours a day increasing efficiency. Developed RADD with MIS that allows requisitions to be electronically requested, which is easier and efficient for dealing with auditors. Ms. Perkins-Williams noted her concerns with technology. Chair Cox asked about the building plans. Ms. Hart stated Finance took that off until new Director is in place.

Legal Unit - Ms. Petrasso is expecting an increase in reports (Adult and Child Welfare). Reviewed PowerPoint. Ms. Perkins-Williams asked how long it takes a case to go through the process. Julie stated what the process was and the different types of actions for the legal route of handling the case if it becomes a guardianship case.

Economic Support Services – Bryan Averette introduced Ms. Samson, Ms. Howard and Mr. Knight, his Program Managers. Noted 125 staff in the division. Each did presentation on their area by reviewing the handouts. Ms. Samson noted each application has to be processed within 30 days per federal mandates. Ms. Howard noted the 13 vacancies and how the staff

has to work Saturdays now as half days to try and keep up. FNS and Medicaid benefits will have to be redetermined with everyone being interviewed again. Ms. Samson noted that they went through a Reddit audit for intake section and did better than they thought they would but still waiting for final report. Mr. Knight went over number of trainings done and the types of trainings conducted.

Family Support Services - Ms. Scott reviewed the programs on her PowerPoint presentation. Noted they are sending out 100 plus invites to people on the Day Care waiting list as children come off and additional money comes in. Discussion held about child care funding and the wait list. CIP applications have to be processed within 48 hours. They receive about 90 to 100 applications per day. The supervisor is handling a small caseload and has some correction corrective action in place.

Adult Services – Ms. Ross did her PowerPoint via zoom. She noted that Senate Bill 105, section 9A.3 and 9A.3A. It eliminated the County wait list for In-Home. No funding to meet the needs in Guardianships. Reviewed targeted approach to Mac funding. Projected numbers for 2021 to 2022 is \$135,000 up from \$71,000. In July, there is a new Mac funding stream which can be used for anything except taking a report. Does not have to be medically related, so now projected to get \$361,000 this year. They are the leader in the State in this area. Third highest in the state for drawing down this Mac stream.

Child Welfare – Ms. Dawson presented on the Permanency Planning unit. She went over the handouts. Currently, have 18 in the 18 to 24 Year group. As of March 1st, there are 175 in custody. Have ten children released for adoption. Two children whose adoption should be finalized within 60 days. Have 27 foster homes. In process of process of licensing 8 new homes. Reviewed unit makeup. Below state standards for caseloads now. Children’s traumas and families are way more complex nowadays, leading to placement issues. Working with Trillium on placements as no treatment facilities for some of the children. Working with community partners to assist with children, such as Bridge Ministries for backpacks. Roundtable process has been successful. Now the State is rolling it out to all the other Counties.

Ms. Adams Council presented on the CPS unit. Went over makeup of units and reviewed handouts. Chair Cox suggested doing a deeper dive into CPS. Ms. Adams Council noted that “Blue Day” is April 1st as April is Child Abuse Prevention Month

Items for Discussion

Item Presented: Strategic Report
Item Presented by: Dr. Frazer, Interim Director

Dr. Frazer reviewed the PowerPoint and noted we have started to work on new five-year goal plan.

Interim Director’s Report

Dr Fraser went over the Medicaid Processing report. Making effort to meet the goals. If the State doesn’t approve the waiver, numbers will change and may not be very good. He then reviewed the Vacancy report.

Board Member Comments

Chair Cox thanked everyone who participated. He thought everyone did a great job.

There being no further business in the regular session, the Board of Social Services was prepared for closed session by Susan Boyd, DSS Clerk to the Board, by reading the North Carolina General Statute regarding closed session to discuss personnel issues.

Motion: Motion made to go to closed session.
Motion Presented by: Chair Cox
Motion Seconded by: Catherine Nelson
Motion passed: Motion passed unanimously

Adjournment to closed session.

After returning from Closed Session, motion was made to adjourn.

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

Respectfully Submitted,

Dr. Augustine Frazer
Interim Director

James Cox
Chair

Susan May
Clerk to the Board