

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

May 10, 2022

The Pitt County Board of Social Services met in Regular Session at 4:00 p.m. 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
Catherine Nelson
Darone Dancy
Shelia Bunch
Mary Perkins-Williams

Agency Staff

Members Present
Dr. A. Frazer, Interim Director
Sonya Scott, FSS Admin
Tammy Lewis, CW Prog. Admin.
Cynthia Ross, Adult Prog. Manager
Bryan Averette, ESS Admin.

County Manager Rep.

Members Present
Brian Barnett, Dep. Co. Manager

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.

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: Mary Perkins-Williams

Motion seconded by: Catherine Nelson

Motion passed: The motion was passed unanimously.

Action on minutes of previous meeting

Item presented by: Chair Cox

Item Description: Minutes of the April Board

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

Motion Made: To accept the minutes as presented.

Motion Made by: Mary Perkins-Williams

Motion seconded by: Darone Dancy

Motion passed: Unanimous

Employee Recognition

Dr. Frazer recognized the new hires by calling them up to introduce themselves. Dr. Frazer recognized Chandra Mewborn for being nominated Pitt County's first Employee of the Month.

Items for Report

Item Presented: Teen Court
Item Presented by: Asiya Khaatoon

Ms. Khaatoon stated it's a diversion program for youths, ages 10-18, with light offenses. DSS, School Resource Officers, etc., can refer youth to the program. They offer anger management and life skills classes as well as require them to do some community service. Have court every other Tuesday. It is an open forum that is open to the public. Volunteers receive how to trainings from Attorneys. Defendants can be jurors, bailiffs, etc. to offer them different points of view. Also try to teach them interviewing and resume skills. It is located at 200 Eastbrook Dr., Suite A, Greenville. Court is held there or at PCC if there is a lot of children or a big training. Dr. Bunch asked how long they are in the program. Ms. Khaatoon stated it's a 90-day program. Ms. Perkins-Williams inquired if they track the teens. She stated they do and it's a 100% non-recidivation rate. Dr. Bunch asked if there was a parent component. Ms. Khaatoon replied there is not in Pitt County as there are a number of parental programs available. They do in the other counties. The parents to have to bring the child and attend Teen Court with them.

Item Presented: United Way
Item Presented by: Dwain Cooper, President and CEO

Mr. Cooper stated that education, earnings and essential are the three pillars of the organization. They do not do direct services anymore. They provide grant funding to organizations who do offer direct services, such as Meals on Wheels. Provide funding on a quarterly basis now. Does have some internal programs, such as the Imagination Library with Dolly Parton, which has 65% participation rate in Pitt County. Ms. Perkins-Williams asked how an agency/organization apply for funding. He stated they can apply via the website each quarter. The grant board reviews and decides who to award the grants to.

Item Presented: LIHWAP & LIEAP
Item Presented by: Bryan Averette, ESS Administrator

Mr. Averette reviewed the handouts. He stated applications are still being accepted for LIHWAP until the funding for it runs out. The State will be sending supplemental LIEAP payments out for those households who have already received assistance this year. Pitt County will receive \$325,594 with \$347.58 being the flat rate supplemental amount to the households, which came from the Pandemic funds received.

Item Presented: Shelter and Disaster Preparations
Item Presented by: Susan Boyd, Personnel Technician

Ms. Boyd noted that N.C.G.S. 166A requires all DHHS agencies to handle disaster emergencies. She noted the State opens the Special Needs shelter and it is manned by Cynthia Ross and her Adult Services staff. The regular shelters are opened under the direction of the Emergency Management Director and manned by Public Health, Social Services and the American Red Cross. She listed the five primary shelters: Hope Middle School, Ayden Middle School, Farmville Middle School, CM Eppes Middle School and Welcome Middle School. High schools are used for overflow shelters if needed. She reviewed the training required by staff for shelter duty and the process for opening, working and closing shelters.

Item Presented: Four Day Work Week Pilot
Item Presented by: Dr. Augustine Frazer, Interim Director

Dr. Frazer reported the Agency had been approved to pilot the four-day work week. Will be piloting out of the HSC and HSC Annex with the Economic Support Services and Family Support Services. Working on the guidelines and the FAQs. Data points will be collected to see if successful and if it would be a scheduling option to do throughout the Agency with some

tweaking or not at all.

Interim Director's Report

Dr. Frazer stated the Agency had received a Safety Award from the Department of Labor for going three years with no accidents. He went over the reports noting on the Medicaid Processing report that we had meet it again this month and increased it by 10%. He recognized the hard work of the staff. Dr. Frazer reminded the Board he had talked with the County Manager regarding reclassifying some positions to help with stressed areas and the need for a CQI unit, which will be a brand new unit based on the State's recommendation. Short discussion was held regarding the Pitt County Job Fair held in April.

Board Member Comments

None.

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: Mary Perkins-Williams
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: Dr. Bunch
Motion Seconded by: Mary Perkins-Williams
Motion passed: Motion passed unanimously

Respectfully Submitted,

Dr. Augustine Frazer
Interim Director

James Cox
Chair

Susan Boyd
Clerk to the Board

**PITT COUNTY BOARD OF SOCIAL SERVICES
SPECIAL CALLED SESSION**

May 10, 2022

The Pitt County Board of Social Services met in a Special Called session at 10:30 a.m. in the large Training Room at the Training Center. 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
Catherine Nelson
Darone Dancy
Shelia Bunch
Mary Perkins-Williams

Agency Staff

Members Present
Susan Boyd, Clerk to the Board

County Manager Rep.

Members Present
Florida Hardy, HR Director

Call to Order

Chair Cox called the meeting to order at 10:30 a.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.

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.

Reviewed applicant interview times. Chair Cox noted Florida Hardy was attending to take over from Ms. Boyd. 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: Mary Perkins-Williams

Motion Seconded by: Shelia Bunch

Motion passed: Motion passed unanimously

Adjournment to closed session.

After returning from Closed Session at 3:35pm, motion was made to adjourn.

Motion: Motion made to adjourn

Motion Presented by: Mary Perkins-Williams

Motion Seconded by: Catherine Nelson
Motion passed: Motion passed unanimously

Respectfully Submitted,

Dr. Augustine Frazer
Interim Director

James Cox
Chair

Susan Boyd
Clerk to the Board

**PITT COUNTY BOARD OF SOCIAL SERVICES
SPECIAL CALLED SESSION**

May 17, 2022

The Pitt County Board of Social Services met in a Special Called session at 3:00 p.m. in the Emergency Operations Center. 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
Catherine Nelson
Darone Dancy
Shelia Bunch
Mary Perkins-Williams

Agency Staff

Members Present
Susan Boyd, Clerk to the Board

County Manager Rep.

Members Present
Florida Hardy, HR Director

Call to Order

Chair Cox called the meeting to order at 3:00 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.

Motion Made: To approve the agenda as presented.

Motion Made by: Mary Perkins-Williams

Motion seconded by: Catherine Nelson

Motion passed: The motion was passed unanimously.

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: Catherine Nelson

Motion Seconded by: Shelia Bunch

Motion passed: Motion passed unanimously

Adjournment to closed session.

Board returned from closed session to make a motion.

Motion: To extend the search for the DSS Director and re-advertise for an additional 30 days.

Motion Presented by: Catherine Nelson

Motion Seconded by: Shelia Bunch
Motion passed: Motion passed unanimously.

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

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

Respectfully Submitted,

Dr. Augustine Frazer
Interim Director

James Cox
Chair

Susan Boyd
Clerk to the Board