

**Cherokee County Department of Social Services**

**Board of Directors**

**MEETING MINUTES**

**January 17, 2019**

**Opening:**

The regular meeting of the Cherokee County Department of Social Services was duly called and held on January 17, 2019, at 6:30 P.M., at 4800 West Highway 64, Murphy, N.C. 28906.

**Present were:**

Gary Westmoreland, Chair

Roy Dickey, Vice Chair

Cal Stiles, Member

Dr. Dan Eichenbaum, Member

C.B. McKinnon, Member

**Staff present were:**

Amanda Tanner-McGee, DSS Director

Andria Duncan, DSS Attorney

Amanda Rhodes, Clerk

Chairman Westmorland called the meeting to order at 6:30 P. M. Clerk to the Board, Amanda Rhodes, recorded the minutes.

**1. Approval of Agenda**

The agenda was unanimously approved as distributed.

**2. Approval of Minutes**

There were no minutes to approve as the December DSS Board meeting was held during the regular Board of County Commissioners meeting on December 3, 2018, and minutes for the

DSS portion of that meeting are contained in the approved minutes for Board of County Commissioners meeting.

### **3. Directors Report**

Director McGee provided a review of the Director's Report provided in the Board Packet. The following items were covered:

- a) Director McGee presented and overview of NCFAST and the progress that has been made to ensure that DSS is ready for the Go-Live date of January 22, 2019.
- b) Director McGee discussed the DHHS/DSS review of assessment records that occurred during December 2018. No major concerns or corrective action were noted or required.
- c) Director McGee discussed recent training provided by the State Child Welfare Representatives entitled Safety vs. Risk vs. Danger. McGee discussed the reasons this training is crucial to the work of child welfare staff. McGee also indicated that all staff completed required Red Cross training for manning shelters.
- d) Director McGee informed the Board that the on-site Fiscal Monitoring, conducted October 23, 2018, indicated that there were no findings. The report was included in the Board materials and referenced by the Director.
- e) Attorney Duncan provided a Judicial Up-date for December and reviewed the number of court days and hearings with actions for child welfare, adult services and child support.
- f) Director McGee provided a review of the Statistical Report included in the Board Packet. McGee pointed to the data for Food and Nutrition Services (FNS) and informed the Board that due to the shutdown NC DHHS has approved FNS benefits for February to be paid in January. McGee stated that the Department has not received information about funding beyond February if the shutdown continues into March.

Reporting on the personnel section of the report McGee informed the Board that the Department has been unable to fill certain child welfare positions. McGee also stated that the Department was able to retain a professional status employee who was offered the same position in a neighbor county. McGee stated she hopes to continue the upward trend of staff retention by providing on-site training, strengthened clinical supervision, and additional support for staff.

#### **4. Modification to the Memorandum of Understanding**

The Board approved with a 4 to 1 vote the Modification Agreement to the Memorandum of Understanding for Fiscal Year 2018-2019. Commissioner Cal Stiles made a motion to accept, Commissioner Gary Westmoreland 2<sup>nd</sup> the motion, with Commissioner CB McKinnon opposing. The Board approved with a unanimous vote the letter to Mandy K. Cohen, Secretary, North Carolina Department of Health and Human Services, and outlining concerns regarding the MOU.

#### **5. Board Member and Public Comments and Questions**

There were no Board or public comments or questions.

#### **5. New Business**

a) Attorney Duncan presented the Board with a proposed schedule of meetings. Future Board DSS Board Meetings will be held on the third Tuesday of each month at 6:30 P.M. in the conference room at the Department of Social Services building. Commissioner CB McKinnon made a motion to accept, Commissioner Cal Stiles 2<sup>nd</sup> the motion, with a unanimous vote the Board approved the revised schedule.

b) McGee presented the schedule of reimbursement for member meeting attendance and travel. Meeting reimbursement is \$75.00 per member per meeting and travel to and from each meeting. After discussion a motion was made by Commissioner Roy Dickey to accept the reimbursement schedule with the exception of travel (to and from home) which would be excluded from reimbursement. A second to the motion was made by Commissioner CB McKinnon, with a unanimous vote Board voted to approve the fee schedule as proposed in the motion.

#### **Adjournment:**

Meeting was adjourned at 7:40 P.M. by Chairman Westmorland. The next DSS Board Meeting is scheduled for 6:30 P.M. on February 19, 2019 at the Department of Social Services.