



CHEROKEE COUNTY  
DEPARTMENT OF SOCIAL SERVICES  
4800 West U.S. Highway 64, Murphy, NC 28906  
828-837-7455

---

**Cherokee County Department of Social Services  
Board Meeting  
MEETING MINUTES  
January 27, 2026**

**I. Call to Order**

The regular meeting of the Cherokee County Department of Social Services was duly held on January 27, 2026, at 5:06 P.M, virtually via Microsoft Teams.

**Board Members Present:**

Bo Phillips, Chair  
Dr. Catherine Yost, Member  
Pat Ivie, Member

**Staff present:**

Amanda T. McGee, DSS Director  
Brandy Clonts, Administrative Officer/Clerk to the Board

**Public Forum:**

None

**II. Discussion and Adoption of Agenda**

• **Motion to Adopt Agenda:** Dr. Catherine Yost made a motion to adopt the agenda. Mrs. Pat Ivie seconded. All voted in favor.

**III. Meeting Minutes**

• Brandy Clonts, Administrative Officer/Clerk to the Board, was directed to note in December 16, 2025, meeting minutes that no quorum was present and no action was taken. The minutes will be presented at the February 2026 Board meeting for approval.

• **Motion to Approve Minutes:** Dr. Catherine Yost made a motion to approve November 18, 2025, meeting minutes. Mrs. Pat Ivie seconded. All voted in favor.

**IV. Public Comments**

None.

## **V. Old Business**

### **A. Safety – Gun Safety – Keeping Children Safe – Update**

- Director McGee reported that safe firearm storage has been provided for all employees who requested it.

### **B. HR 1 Budget Impacts 2026-2027**

- HR 1 is expected to negatively impact county revenue, resulting in an estimated \$135,000 loss in reimbursement. Cherokee County reported no error rate. There was no discussion about staff reductions. Implementation is expected October 2026. The Association is lobbying the State to absorb costs for the first year.

### **C. Healthy Blue Roll Out**

- The rollout was reported as problematic. Issues discussed included Medicaid reimbursement delays, lack of provider reimbursement, and difficulties placing children in residential settings. It was noted that one child lost services due to non-approval by Healthy Blue. Concerns were raised regarding children who remain unplaced that have significant mental health needs. Cherokee County currently has 32 children in foster care.

### **D. DSS Policies for Approval**

- Director McGee presented updated DSS policies for board approval, including revisions to the community section providing guidance for social workers. Supervisors reviewed the policy prior to the meeting and suggested wording changes and additions. Dr. Yost noted the policy is clear. Director McGee requested approval of the policy as written.
- **Motion to Approve DSS Policies:** Dr. Catherine Yost made a motion to approve DSS Policies. Mrs. Pat Ivie seconded. All voted in favor.

## **VI. Management Reports**

### **A. Supervisor Reports – None**

### **B. DHHS MOU Data December 2025**

- Data was provided and reviewed with all board members. Staff performance continues to meet all established benchmarks at a high level.

### **C. DSS Service Report**

- The DSS Service Report was provided and reviewed.
- The service report was reviewed, with no significant changes or unusual trends noted compared to the previous year.

#### **D. Staff/Unit Accomplishments**

- Director McGee was selected to serve a four-year term on the North Carolina Citizen Review Panel, which meets quarterly. This statutorily required volunteer panel reviews child welfare and protection services data and makes recommendations to improve the state's child welfare system.

### **VII. New Business**

#### **A. DSS Budget Planning 2026-2027**

- The Business and Administrative Office is currently gathering budget estimates. All staff have been asked to submit their needs for the upcoming fiscal year. The full budget will be presented to the board next month. As of now, there is no state budget to guide planning, and a potential government shutdown is possible on Friday, January 30, 2026. Proposed budget items include remodeling projects (flooring and paint for the first floor, training area, offices on the first and third floors), a printer for Child Support Services, continuation of the contract with Patterson Pope for scanning closed files, security improvements (gates and bulletproofing of the front office entry), and the addition of two new vehicles to the fleet.

### **VIII. Adjourn**

- **Motion to Adjourn:** Dr. Catherine Yost made a motion to adjourn. Mrs. Pat Ivie seconded. All voted in favor. The meeting was adjourned at 5:45 PM.

**TOTAL FNS COUNTY DSS EXPENDITURES - FNS ADMIN - ANNUALIZED IMPACT**

H.R. 1 changed the administrative reimbursement rate from 50% to 25% reimbursement effective FFY 2027 (i.e., beginning October 1, 2026). This spreadsheet shows an annualized (12 month) predicted impact.

**ANNUALIZED IMPACT - 12 months**

County	Estimated Total Annual FNS Expenditures	Annualized Federal Share (New Match)	Annualized County Share (New Match)	Annualized County Share @ Old 50% Match	Annualized Difference in County Share (New Match minus Old Match)
Alamance	\$3,500,130	\$875,032	\$2,625,097	\$1,750,065	\$875,032
Alexander	\$1,050,143	\$262,536	\$787,607	\$525,071	\$262,536
Alleghany	\$480,134	\$120,034	\$360,101	\$240,067	\$120,034
Anson	\$983,918	\$245,980	\$737,939	\$491,959	\$245,980
Ashe	\$1,362,718	\$340,679	\$1,022,038	\$681,359	\$340,679
Avery	\$710,706	\$177,676	\$533,029	\$355,353	\$177,676
Beaufort	\$1,623,515	\$405,879	\$1,217,637	\$811,758	\$405,879
Bertie	\$931,030	\$232,757	\$698,272	\$465,515	\$232,757
Bladen	\$1,590,309	\$397,577	\$1,192,732	\$795,154	\$397,577
Brunswick	\$2,599,762	\$649,940	\$1,949,821	\$1,299,881	\$649,940
Buncombe	\$11,365,417	\$2,841,354	\$8,524,063	\$5,682,708	\$2,841,354
Burke	\$2,616,693	\$654,173	\$1,962,520	\$1,308,347	\$654,173
Cabarrus	\$5,559,406	\$1,389,852	\$4,169,555	\$2,779,703	\$1,389,852
Caldwell	\$2,121,012	\$530,253	\$1,590,759	\$1,060,506	\$530,253
Camden	\$233,222	\$58,305	\$174,916	\$116,611	\$58,305
Carteret	\$1,599,860	\$399,965	\$1,199,895	\$799,930	\$399,965
Caswell	\$416,827	\$104,207	\$312,621	\$208,414	\$104,207
Catawba	\$3,998,315	\$999,579	\$2,998,736	\$1,999,158	\$999,579
Chatham	\$1,406,967	\$351,742	\$1,055,225	\$703,483	\$351,742
Cherokee	\$834,605	\$208,651	\$625,954	\$417,302	\$208,651
Chowan	\$611,605	\$152,901	\$458,704	\$305,803	\$152,901
Clay	\$239,859	\$59,965	\$179,895	\$119,930	\$59,965
Cleveland	\$2,749,337	\$687,334	\$2,062,003	\$1,374,668	\$687,334
Columbus	\$1,666,290	\$416,573	\$1,249,718	\$833,145	\$416,573
Craven	\$2,688,029	\$672,007	\$2,016,022	\$1,344,015	\$672,007
Cumberland	\$11,957,089	\$2,989,272	\$8,967,816	\$5,978,544	\$2,989,272
Currituck	\$476,070	\$119,018	\$357,053	\$238,035	\$119,018
Dare	\$1,140,745	\$285,186	\$855,559	\$570,373	\$285,186
Davidson	\$2,649,304	\$662,326	\$1,986,978	\$1,324,652	\$662,326
Davie	\$997,733	\$249,433	\$748,300	\$498,866	\$249,433
Duplin	\$1,188,218	\$297,055	\$891,164	\$594,109	\$297,055
Durham	\$11,344,408	\$2,836,102	\$8,508,306	\$5,672,204	\$2,836,102
Edgecombe	\$1,737,356	\$434,339	\$1,303,017	\$868,678	\$434,339
Forsyth	\$8,886,880	\$2,221,720	\$6,665,160	\$4,443,440	\$2,221,720
Franklin	\$1,446,107	\$361,527	\$1,084,580	\$723,053	\$361,527
Gaston	\$6,034,886	\$1,508,721	\$4,526,164	\$3,017,443	\$1,508,721
Gates	\$439,902	\$109,975	\$329,926	\$219,951	\$109,975
Graham	\$271,920	\$67,980	\$203,940	\$135,960	\$67,980
Granville	\$1,928,012	\$482,003	\$1,446,009	\$964,006	\$482,003
Greene	\$552,613	\$138,153	\$414,460	\$276,306	\$138,153
Guilford	\$12,281,423	\$3,070,356	\$9,211,067	\$6,140,712	\$3,070,356
Halifax	\$2,326,647	\$581,662	\$1,744,985	\$1,163,323	\$581,662
Harnett	\$3,246,378	\$811,594	\$2,434,783	\$1,623,189	\$811,594
Haywood	\$1,645,886	\$411,472	\$1,234,415	\$822,943	\$411,472
Henderson	\$3,030,666	\$757,666	\$2,272,999	\$1,515,333	\$757,666
Hertford	\$803,883	\$200,971	\$602,913	\$401,942	\$200,971
Hoke	\$1,259,667	\$314,917	\$944,750	\$629,833	\$314,917
Hyde	\$323,254	\$80,814	\$242,441	\$161,627	\$80,814
Iredell	\$2,143,132	\$535,783	\$1,607,349	\$1,071,566	\$535,783
Jackson	\$1,124,452	\$281,113	\$843,339	\$562,226	\$281,113
Johnston	\$6,811,940	\$1,702,985	\$5,108,955	\$3,405,970	\$1,702,985
Jones	\$575,261	\$143,815	\$431,445	\$287,630	\$143,815
Lee	\$1,795,833	\$448,958	\$1,346,875	\$897,917	\$448,958
Lenoir	\$1,568,875	\$392,219	\$1,176,656	\$784,437	\$392,219
Lincoln	\$1,955,019	\$488,755	\$1,466,265	\$977,510	\$488,755

Macon	\$949,842	\$237,460	\$712,381	\$474,921	\$237,460
Madison	\$578,711	\$144,678	\$434,034	\$289,356	\$144,678
Martin	\$747,153	\$186,788	\$560,365	\$373,576	\$186,788
McDowell	\$1,301,166	\$325,292	\$975,875	\$650,583	\$325,292
Mecklenburg	\$32,444,812	\$8,111,203	\$24,333,609	\$16,222,406	\$8,111,203
Mitchell	\$574,576	\$143,644	\$430,932	\$287,288	\$143,644
Montgomery	\$843,763	\$210,941	\$632,822	\$421,881	\$210,941
Moore	\$1,766,126	\$441,531	\$1,324,594	\$883,063	\$441,531
Nash	\$2,657,479	\$664,370	\$1,993,109	\$1,328,739	\$664,370
New Hanover	\$7,649,727	\$1,912,432	\$5,737,295	\$3,824,863	\$1,912,432
Northampton	\$1,138,480	\$284,620	\$853,860	\$569,240	\$284,620
Onslow	\$4,301,530	\$1,075,382	\$3,226,147	\$2,150,765	\$1,075,382
Orange	\$3,631,257	\$907,814	\$2,723,443	\$1,815,629	\$907,814
Pamlico	\$366,015	\$91,504	\$274,511	\$183,007	\$91,504
Pasquotank	\$1,704,370	\$426,093	\$1,278,278	\$852,185	\$426,093
Pender	\$1,799,748	\$449,937	\$1,349,811	\$899,874	\$449,937
Perquimans	\$452,632	\$113,158	\$339,474	\$226,316	\$113,158
Person	\$2,355,971	\$588,993	\$1,766,978	\$1,177,985	\$588,993
Pitt	\$4,657,452	\$1,164,363	\$3,493,089	\$2,328,726	\$1,164,363
Polk	\$325,533	\$81,383	\$244,150	\$162,766	\$81,383
Randolph	\$3,023,472	\$755,868	\$2,267,604	\$1,511,736	\$755,868
Richmond	\$1,298,334	\$324,584	\$973,751	\$649,167	\$324,584
Robeson	\$4,166,440	\$1,041,610	\$3,124,830	\$2,083,220	\$1,041,610
Rockingham	\$2,459,396	\$614,849	\$1,844,547	\$1,229,698	\$614,849
Rowan	\$3,245,768	\$811,442	\$2,434,326	\$1,622,884	\$811,442
Rutherford	\$2,142,267	\$535,567	\$1,606,701	\$1,071,134	\$535,567
Sampson	\$1,884,570	\$471,142	\$1,413,427	\$942,285	\$471,142
Scotland	\$1,275,627	\$318,907	\$956,720	\$637,814	\$318,907
Stanley	\$1,316,934	\$329,233	\$987,700	\$658,467	\$329,233
Stokes	\$856,810	\$214,203	\$642,608	\$428,405	\$214,203
Surry	\$2,011,267	\$502,817	\$1,508,450	\$1,005,633	\$502,817
Swain	\$576,612	\$144,153	\$432,459	\$288,306	\$144,153
Transylvania	\$690,560	\$172,640	\$517,920	\$345,280	\$172,640
Tyrrell	\$316,122	\$79,031	\$237,092	\$158,061	\$79,031
Union	\$5,805,956	\$1,451,489	\$4,354,467	\$2,902,978	\$1,451,489
Vance	\$1,646,706	\$411,677	\$1,235,030	\$823,353	\$411,677
Wake	\$17,167,106	\$4,291,777	\$12,875,330	\$8,583,553	\$4,291,777
Warren	\$903,764	\$225,941	\$677,823	\$451,882	\$225,941
Washington	\$754,927	\$188,732	\$566,195	\$377,463	\$188,732
Watauga	\$785,951	\$196,488	\$589,463	\$392,975	\$196,488
Wayne	\$3,220,652	\$805,163	\$2,415,489	\$1,610,326	\$805,163
Wilkes	\$1,005,159	\$251,290	\$753,870	\$502,580	\$251,290
Wilson	\$4,620,075	\$1,155,019	\$3,465,056	\$2,310,037	\$1,155,019
Yadkin	\$486,825	\$121,706	\$365,119	\$243,413	\$121,706
Yancey	\$654,310	\$163,577	\$490,732	\$327,155	\$163,577
<b>Total</b>	<b>\$277,445,322</b>	<b>\$69,361,330</b>	<b>\$208,083,991</b>	<b>\$138,722,661</b>	<b>\$69,361,330</b>

**\*Note - Any changes in county budgets that would impact the total FNS Admin spending should be considered in addition to these figures, which are based on SFY2025 spending**

**\*\*Note: Total Estimated FNS Expenditures are based on SFY 2025 Actual FNS Expenditures (including DSNAP). Assumption was made that most DSNAP expenditures would have otherwise been FNS expenditures if DSNAP had not occurred.**

FY 26/27

MODEL COUNTY BUDGET  
SUMMARY OF REVENUES  
AND  
COUNTY REQUIREMENT

***					
***					
***	ADMINISTRATIVE REVENUES	SCH -21-	277,543		***
***	DAY CARE - SMART START	TRANSITIONAL	0		***
***	DAY CARE No revenue	TRANSITIONAL	0		***
***	LONG TERM CARE - CAP - PRIVATE	TRANSITIONAL	0		***
***	LONG TERM CARE - CAP - EDS	TRANSITIONAL	0		***
***	PERSONNAL CARE - PRIVATE	TRANSITIONAL	0		***
***	PERSONNAL CARE - EDS	TRANSITIONAL	0		***
***	HOME COMMUNITY CARE BLOCK GRANT	TRANSITIONAL	0		***
***	FNS E & T	1047	0		***
***	BLANK	TRANSITIONAL	0		***
***	TRANSPORTATION RGP/EDTAP/WF DOT	TRANSITIONAL	0		***
***	HCCBG CLIENT COST SHARING	TRANSITIONAL	0		***
***	FOSTER CARE - IVE	TRANSITIONAL	0		***
***	STATE FOSTER CARE	TRANSITIONAL	0		***
***	STATE KINSHIP PAYMENTS	TRANSITIONAL	0		***
***	ADOPTION ASST. VENDOR PAYMENTS	DSS-1047	0		***
***	HIV FOSTER CARE	DSS-1048	0		***
***	APPLICATION FEES PAID BY CLIENT	TRANSITIONAL	0		***
***	COST RECOVERY	TRANSITIONAL	0		***
***	IV-D SERVICE FEES	TRANSITIONAL	0		***
***	IV-D PATERNITY TEST FEES COLLECTED	TRANSITIONAL	0		***
***	IV-D INCENTIVE OFFSET	TRANSITIONAL	0		***
***	HOME STUDY	TRANSITIONAL	0		***
***	MEDICAID INCENTIVE REVENUE	TRANSITIONAL	0		***
***	COMMUNITY BASED ALT. GRANT	TRANSITIONAL	0		***
***	PRIVATELY/DEDUCTIBLE	TRANSITIONAL - OTH RE\	0		***
***	PRIVATE - INSURANCE	TRANSITIONAL - OTH RE\	0		***
***	LINKS SCHOLARSHIP	TRANSITIONAL - OTH RE\	0		***
***	OTHER	TRANSITIONAL - OTH RE\	0		***
***	DONATIONS	TRANSITIONAL - OTH RE\	0		***
***	SCHEDULE -20B-	TRANSITIONAL - OTH RE\	0		***
***	HOME STUDY	TRANSITIONAL - OTH RE\	0		***
***	ADOPTION INTERMEDIARY FEES	TRANSITIONAL - OTH RE\	0		***
***	MONTHLY CASEWORKER VISIT	TRANSITIONAL - OTH RE\	0		***
***	HCWD REVENUE	TRANSITIONAL - OTH RE\	0		***
***	OTHER	TRANSITIONAL - OTH RE\	0		***
***	OTHER	TRANSITIONAL - OTH RE\	0		***
***	SPECIAL CHILDREN'S ADOPTION FUND		0		***
***	FOOD STAMP REFUNDS COLL. IN CO.	TRANSITIONAL	0		***
***	DISABILITY DETERMINATION	TRANSITIONAL	0		***
***	A DONOR SHARE	DSS-1047	0		***
***	OTHER	DSS-1047 - LINE 61	0		***
***	D IV-D INCENTIVES	DSS-1047	0		***
***	M IV-D RETURN TO TANF	DSS-1048	0		***
***	F MISCELLANEOUS REVENUE	DSS-1047	0		***
***	G CERTIFICATION FEES	DSS-1047	0		***
***	Medicaid Transportation revenues	DSS 1047	0		***
***	I OTHER	DSS-1047	0		***
***	J FOSTER CARE FROM CHILD SUPPORT	DSS-1047	0		***
***	K OTHER	DSS-1047	0		***
***			277,543		***
***					***
***	<b>COUNTY DOLLAR</b>		<b>497,800</b>		***
***					***
***	TOTAL REVENUES REQUIRED		775,343		***
***			=====		***
***					***
***					***
***	PER THIS WORKSHEET		497,800		***
***	LESS ROUNDING ERROR-		0		***
***	PLUS ROUNDING ERROR-		0		***
***	ROUNDING ERROR		0		***
***					***
***	COUNTY REQUIREMENT OR MATCH		497,800		***
***	FROM MODEL COUNTY BUDGET WORKSHEETS				***
***					***
***	<b>PER DSS-1047</b>		<b>497,799</b>		***
***			=====		***
***					***
***	DATA ERROR INDICATOR		1.00		***
***	<b>MUST BE ZERO -0- OR CLOSE</b>				***
***					***
***					***
***	IF IT IS NOT ZERO OR VERY CLOSE, YOU OR THE				***
***	PROGRAMER HAVE MADE AN ERROR				***
***					***
***					***

497,800  
- 362,036  
-----  
↑ \$135,764 County impact

FY 26/27

MODEL COUNTY BUDGET  
SUMMARY OF EXPENSES

***				***
***	TOTAL SALARIES	SCH -3-	511,728	***
***	TOTAL FICA	SCH -3-	39,147	***
***	TOTAL HEALTH	SCH -3-	151,370	***
***	TOTAL RETIREMENT	SCH -3-	73,098	***
***	TOTAL 401-K	SCH -3-	0	***
***				***
***	TOTAL SALARIES & BENEFITS		775,343	***
***				***
***	TOTAL ADMINISTRATIVE EXP	SCH -4-	0	***
***				***
***	STAFF TRAVEL (NOTE 1)	SCH -7-	0	***
***				***
***	TOTAL IN-HOME - EMPLOYED AIDES	SCH -5-	0	***
***				***
***	blank	SCH -19-	0	***
***	FOOD COMMODITIES	SCH -19-	0	***
***	FOOD STAMP FRAUD	SCH -19-	0	***
***	LINKS	SCH -19-	0	***
***	ENHANCED MEDICAID & MIC1	SCH -19-	0	***
***	BLANK	SCH -19-	0	***
***	DAY CARE CCDF	SCH -19-	0	***
***	MEDICAID BANK VERIFICATIONS	SCH -19-	0	***
***	FNS E & T	1047	0	***
***	BLANK	SCH -19-	0	***
***	TANF F/C ADOPT	1035-II	0	***
***	BLANK	SCH -19-	0	***
***	CPS 100% State Funds	SCH -19-	0	***
***	ADULT DAY CARE	DSS-1047	0	***
***	CRISIS INTERVENTION	DSS-1047	0	***
***	PURCHASE SERVICES	SCH -8-	0	***
***	FINGER PRINTING	TRANSITIONAL	0	***
***	VAN EXPENSES - TOTAL	SCH -13B-	0	***
***	TOTAL IN-HOME SRVS	SCH -6-	0	***
***	TOTAL WF PUR SRVS	SCH -9-	0	***
***	DAY CARE	TRANSITIONAL	0	***
***	LONG TERM CARE - CAP -- CODE "31"	SCH -10-	0	***
***	PERSONAL CARE -- CODE "32"	SCH -11-	0	***
***	CHILD SUPPORT - IV-D	SCH -17-	0	***
***	ENERGY NEIGHBOR FUND	DSS-1047	0	***
***	FOSTER CARE - IVE	TRANSITIONAL	0	***
***	STATE FOSTER CARE	TRANSITIONAL	0	***
***	STATE KINSHIP CARE	TRANSITIONAL	0	***
***	HIV FOSTER CARE	DSS-1047	0	***
***	F. C. OPTIONAL ALLOWANCES	SCH -14-	0	***
***	GENERAL ASSISTANCE	TRANSITIONAL-NON-REIMB	0	***
***	COM BASED ALTER.	TRANSITIONAL-NON-REIMB	0	***
***	OTHER	TRANSITIONAL-NON-REIMB	0	***
***	OTHER	TRANSITIONAL-NON-REIMB	0	***
***	Work Number	TRANSITIONAL-NON-REIMB	0	***
***	HOME COM. CARE B/G	TRANSITIONAL-NON-REIMB	0	***
***	DONATED FUNDS	TRANSITIONAL-OTH. PROG	0	***
***	SCHEDULE -20A-	TRANSITIONAL-OTH. PROG	0	***
***	DISABILITY DETERMINATION	TRANSITIONAL-OTH. PROG	0	***
***	HCWD FEES COLLECTED	TRANSITIONAL-OTH. PROG	0	***
***	SPECIAL CHILDRENS ADOPTION FUND	TRANSITIONAL-OTH. PROG	0	***
***	LINKS SCHOLARSHIP	TRANSITIONAL-OTH. PROG	0	***
***	SERVICIES FOR THE BLIND COUNTY SHAR	SCH -15-	0	***
***	IV-B ADOPTION ASST. DRAFTS	DSS-1047	0	***
***	IV-E ADOPTION ASST. DRAFTS	DSS-1047	0	***
***	GUARDIANSHIP STATE	DSS-1047	0	***
***	GUARDIANSHIP IV-E	DSS-1047	0	***
***	MEDICAID DRAFTS	SCH -22-	0	***
***	SPECIAL ASSISTANCE	DSS-1047	0	***
***	SHARE THE WARMTH	DSS-1047	0	***
***	TRANSPORTATION RGP/EDTAP/WF DO	SCH -16-	0	***
***	SMART START PURCHASES	SCH -18-	0	***
***	EBT COST FROM 1047	DSS-1047	0	***
***	d. OTH GENERIC CODES	DSS-1047	0	***
***	LIEAP	DSS-1047	0	***
***	TOTAL EXPENDITURES		775,343	***
***				***
***				***

FY 25/26

MODEL COUNTY BUDGET  
SUMMARY OF REVENUES  
AND  
COUNTY REQUIREMENT

***				
***				
***	ADMINISTRATIVE REVENUES	SCH -21-	413,307	***
***	DAY CARE - SMART START	TRANSITIONAL	0	***
***	DAY CARE No revenue	TRANSITIONAL	0	***
***	LONG TERM CARE - CAP - PRIVATE	TRANSITIONAL	0	***
***	LONG TERM CARE - CAP - EDS	TRANSITIONAL	0	***
***	PERSONAL CARE - PRIVATE	TRANSITIONAL	0	***
***	PERSONAL CARE - EDS	TRANSITIONAL	0	***
***	HOME COMMUNITY CARE BLOCK GRANT	TRANSITIONAL	0	***
***	FNS E & T	1047	0	***
***	BLANK	TRANSITIONAL	0	***
***	TRANSPORTATION RGP/EDTAP/WF DOT	TRANSITIONAL	0	***
***	HCCBG CLIENT COST SHARING	TRANSITIONAL	0	***
***	FOSTER CARE - IVE	TRANSITIONAL	0	***
***	STATE FOSTER CARE	TRANSITIONAL	0	***
***	STATE KINSHIP PAYMENTS	TRANSITIONAL	0	***
***	ADOPTION ASST. VENDOR PAYMENTS	DSS-1047	0	***
***	HIV FOSTER CARE	DSS-1048	0	***
***	APPLICATION FEES PAID BY CLIENT	TRANSITIONAL	0	***
***	COST RECOVERY	TRANSITIONAL	0	***
***	IV-D SERVICE FEES	TRANSITIONAL	0	***
***	IV-D PATERNITY TEST FEES COLLECTED	TRANSITIONAL	0	***
***	IV-D INCENTIVE OFFSET	TRANSITIONAL	0	***
***	HOME STUDY	TRANSITIONAL	0	***
***	MEDICAID INCENTIVE REVENUE	TRANSITIONAL	0	***
***	COMMUNITY BASED ALT. GRANT	TRANSITIONAL	0	***
***	PRIVATELY/DEDUCTIBLE	TRANSITIONAL - OTH REV	0	***
***	PRIVATE - INSURANCE	TRANSITIONAL - OTH REV	0	***
***	LINKS SCHOLARSHIP	TRANSITIONAL - OTH REV	0	***
***	OTHER	TRANSITIONAL - OTH REV	0	***
***	DONATIONS	TRANSITIONAL - OTH REV	0	***
***	SCHEDULE -20B-	TRANSITIONAL - OTH REV	0	***
***	HOME STUDY	TRANSITIONAL - OTH REV	0	***
***	ADOPTION INTERMEDIARY FEES	TRANSITIONAL - OTH REV	0	***
***	MONTHLY CASEWORKER VISIT	TRANSITIONAL - OTH REV	0	***
***	HCWD REVENUE	TRANSITIONAL - OTH REV	0	***
***	OTHER	TRANSITIONAL - OTH REV	0	***
***	OTHER	TRANSITIONAL - OTH REV	0	***
***	SPECIAL CHILDREN'S ADOPTION FUND		0	***
***	FOOD STAMP REFUNDS COLL. IN CO.	TRANSITIONAL	0	***
***	DISABILITY DETERMINATION	TRANSITIONAL	0	***
***	A DONOR SHARE	DSS-1047	0	***
***	OTHER	DSS-1047 - LINE 61	0	***
***	D IV-D INCENTIVES	DSS-1047	0	***
***	M IV-D RETURN TO TANF	DSS-1048	0	***
***	F MISCELLANEOUS REVENUE	DSS-1047	0	***
***	G CERTIFICATION FEES	DSS-1047	0	***
***	Medicaid Transportation revenues	DSS 1047	0	***
***	I OTHER	DSS-1047	0	***
***	J FOSTER CARE FROM CHILD SUPPORT	DSS-1047	0	***
***	K OTHER	DSS-1047	0	***
***			413,307	***
***				***
***	<b>COUNTY DOLLAR</b>		<b>362,036</b>	***
***				***
***	TOTAL REVENUES REQUIRED		775,343	***
***			=====	***
***				***
***				***
***	PER THIS WORKSHEET		362,036	***
***	LESS ROUNDING ERROR-		0	***
***	PLUS ROUNDING ERROR-		0	***
***	ROUNDING ERROR		0	***
***				***
***	COUNTY REQUIREMENT OR MATCH		362,036	***
***	FROM MODEL COUNTY BUDGET WORKSHEETS			***
***				***
***	<b>PER DSS-1047</b>		<b>362,036</b>	***
***			=====	***
***				***
***	DATA ERROR INDICATOR		0.00	***
***	<b>MUST BE ZERO -0- OR CLOSE</b>		*****	***
***				***
***	IF IT IS NOT ZERO OR VERY CLOSE, YOU OR THE			***
***	PROGRAMMER HAVE MADE AN ERROR			***
***				***
***				***

FY 25/26

MODEL COUNTY BUDGET  
SUMMARY OF EXPENSES

***				***
***	TOTAL SALARIES	SCH -3-	511,728	***
***	TOTAL FICA	SCH -3-	39,147	***
***	TOTAL HEALTH	SCH -3-	151,370	***
***	TOTAL RETIREMENT	SCH -3-	73,098	***
***	TOTAL 401-K	SCH -3-	0	***
***	TOTAL SALARIES & BENEFITS		775,343	***
***	TOTAL ADMINISTRATIVE EXP	SCH -4-	0	***
***	STAFF TRAVEL (NOTE 1)	SCH -7-	0	***
***	TOTAL IN-HOME - EMPLOYED AIDES	SCH -5-	0	***
***	blank	SCH -19-	0	***
***	FOOD COMMODITIES	SCH -19-	0	***
***	FOOD STAMP FRAUD	SCH -19-	0	***
***	LINKS	SCH -19-	0	***
***	ENHANCED MEDICAID & MIC1	SCH -19-	0	***
***	BLANK	SCH -19-	0	***
***	DAY CARE CCDF	SCH -19-	0	***
***	MEDICAID BANK VERIFICATIONS	SCH -19-	0	***
***	FNS E & T	1047	0	***
***	BLANK	SCH -19-	0	***
***	TANF F/C ADOPT	1035-II	0	***
***	BLANK	SCH -19-	0	***
***	CPS 100% State Funds	SCH -19-	0	***
***	ADULT DAY CARE	DSS-1047	0	***
***	CRISIS INTERVENTION	DSS-1047	0	***
***	PURCHASE SERVICES	SCH -8-	0	***
***	FINGER PRINTING	TRANSITIONAL	0	***
***	VAN EXPENSES - TOTAL	SCH -13B-	0	***
***	TOTAL IN-HOME SRVS	SCH -6-	0	***
***	TOTAL WF PUR SRVS	SCH -9-	0	***
***	DAY CARE	TRANSITIONAL	0	***
***	LONG TERM CARE - CAP -- CODE '31'	SCH -10-	0	***
***	PERSONAL CARE -- CODE '32'	SCH -11-	0	***
***	CHILD SUPPORT - IV-D	SCH -17-	0	***
***	ENERGY NEIGHBOR FUND	DSS-1047	0	***
***	FOSTER CARE - IVE	TRANSITIONAL	0	***
***	STATE FOSTER CARE	TRANSITIONAL	0	***
***	STATE KINSHIP CARE	TRANSITIONAL	0	***
***	HIV FOSTER CARE	DSS-1047	0	***
***	F. C. OPTIONAL ALLOWANCES	SCH -14-	0	***
***	GENERAL ASSISTANCE	TRANSITIONAL-NON-REIMB.	0	***
***	COM BASED ALTER.	TRANSITIONAL-NON-REIMB.	0	***
***	OTHER	TRANSITIONAL-NON-REIMB.	0	***
***	OTHER	TRANSITIONAL-NON-REIMB.	0	***
***	Work Number	TRANSITIONAL-NON-REIMB.	0	***
***	HOME COM. CARE B/G	TRANSITIONAL-NON-REIMB.	0	***
***	DONATED FUNDS	TRANSITIONAL-OTH. PROG	0	***
***	SCHEDULE -20A-	TRANSITIONAL-OTH. PROG	0	***
***	DISABILITY DETERMINATION	TRANSITIONAL-OTH. PROG	0	***
***	HCWD FEES COLLECTED	TRANSITIONAL-OTH. PROG	0	***
***	SPECIAL CHILDRENS ADOPTION FUND	TRANSITIONAL-OTH. PROG	0	***
***	LINKS SCHOLARSHIP	TRANSITIONAL-OTH. PROG	0	***
***	SERVICES FOR THE BLIND COUNTY SHAR	SCH -15-	0	***
***	IV-B ADOPTION ASST. DRAFTS	DSS-1047	0	***
***	IV-E ADOPTION ASST. DRAFTS	DSS-1047	0	***
***	GUARDIANSHIP STATE	DSS-1047	0	***
***	GUARDIANSHIP IV-E	DSS-1047	0	***
***	MEDICAID DRAFTS	SCH -22-	0	***
***	SPECIAL ASSISTANCE	DSS-1047	0	***
***	SHARE THE WARMTH	DSS-1047	0	***
***	TRANSPORTATION RGP/EDTAP/WF DO	SCH -16-	0	***
***	SMART START PURCHASES	SCH -18-	0	***
***	EBT COST FROM 1047	DSS-1047	0	***
***	d. OTH GENERIC CODES	DSS-1047	0	***
***	LIEAP	DSS-1047	0	***
***	TOTAL EXPENDITURES		775,343	***
***				***
***				***

\* Calculations as per Geoffrey's email \*

## FY25/26 Budget Template Data

Form 1035-11 Tab  
Columns BT, BU, BV

$$\text{Federal} = 327,804 + 34,232 = 362,036$$

$$\text{County} = 327,804 + 34,232 = 362,036$$

$$\text{Fed Rev } 362,036 \times .75 = 271,527 \times .5 =$$

\$135,764

↑  
Same as <sup>budget</sup> template



## **Cherokee County DSS**

### **Conduct Policies**

# Policy: Prohibition of Personal Relationships With Clients (“No-Not-Ever Rule”)\*\*

**Effective Date:**

**Approved By:** DSS Director

**Applies To:** All DSS Social Services Staff, Supervisors, Program Managers, Contractors, Interns, and Volunteers

---

## 1. Purpose

The purpose of this policy is to protect clients, staff, and the integrity of the Department by establishing clear, non-negotiable boundaries between DSS employees and clients. Social workers hold positions of authority, trust, and influence. Personal, intimate, romantic, financial, or social relationships with clients — at any time — compromise professional judgment, create conflicts of interest, and violate ethical standards.

---

## 2. Policy Statement (The “No-Not-Ever Rule”)

**DSS employees are strictly prohibited from engaging in ANY personal relationship with clients—past or present—under all circumstances. There are no exceptions.**

This includes, but is not limited to:

- **Friendships**
- **Romantic or dating relationships**
- **Sexual or intimate relationships**
- **Social relationships** (e.g., hanging out, texting casually, meeting for coffee)
- **Financial relationships** (loans, gifts, borrowing, bartering, or business)
- **Online/social-media interaction**, including friending, following, messaging, or commenting
- **Family-like relationships**, such as “honorary aunt/uncle,” “mentor,” or “big sister/brother” roles

**This prohibition applies DURING the case, AFTER the case closes, and indefinitely.**

The supervisory chain cannot grant exceptions.

## **3. Rationale for Prohibition**

### **3.1 Power Differential and Vulnerability**

Clients are often in crisis, facing trauma, fear, instability, substance use challenges, domestic violence, housing insecurity, or child welfare involvement.

A DSS employee holds institutional power that cannot be “turned off,” even after a case closes.

Personal relationships exploit this power imbalance, even when unintended.

---

### **3.2 Protection for Clients**

Boundaries protect clients from:

- Undue influence
  - Emotional or romantic pressure
  - Manipulation (intentional or unintentional)
  - Confusion about the worker’s role
  - Perceived promises or special treatment
- 

### **3.3 Protection for Social Workers**

Boundaries protect staff from:

- Allegations of favoritism
  - Accusations of exploitation or coercion
  - Safety risks
  - Threats, retaliation, or stalking behavior
  - Conflicts of interest impacting employment
  - Ethical or legal complaints to the State Board of Social Work Examiners
- 

### **3.4 Protection for the Agency**

Boundary violations create:

- Litigation risk
- Employment liability
- Civil rights violations
- Loss of community trust

- Violations of state and federal regulations
- Ethical findings against staff and supervisors

Even consensual relationships create significant risk.

---

## 4. Applicability After Case Closure

**This rule does NOT end when the case closes.**

Due to the professional authority inherent to DSS involvement, the impact of the relationship does not expire.

Clients may still:

- Perceive the worker as a person with power
- Feel obligated or indebted
- Misunderstand intentions
- Interpret the relationship as tied to prior DSS involvement

Because of this lasting power imbalance, the risk remains long after case involvement ends. Therefore:

**Personal relationships with former clients are prohibited permanently.**

---

## 5. Employee Responsibilities

All DSS staff must:

1. Maintain professional boundaries at all times.
2. Report any attempted personal engagement from clients to their supervisor immediately.
3. Decline invitations, gifts, or attempts to initiate contact.
4. Never give money, personal assets, or personal time.
5. Never purchase anything from a client or former client. Nothing. Ever.
6. Refrain from engaging clients on social media.
7. Document boundary concerns in a supervisory consult if needed.

## 6. Supervisor Responsibilities

Supervisors must:

- Reinforce this policy during onboarding and supervision.
  - Monitor any signs of boundary drift.
  - Provide corrective feedback immediately.
  - Report violations in an incident form to: Office Administrator; Program Administrator and DSS Director.
- 

## 7. Consequences for Violations

Boundary violations may result in:

- Coaching or written warning (for early boundary drift)
- Disciplinary action up to and including dismissal
- Referral to the NC Social Work Certification and Licensure Board if applicable
- Reporting to law enforcement or other regulatory bodies when appropriate

Engaging in a dating, intimate, or sexual relationship with any client—current or former—will be considered **grossly inappropriate conduct** and may result in immediate dismissal.

---

## 8. Related Policies

- DSS Code of Conduct
  - Confidentiality and Ethics Policy
  - Social Media and Technology Use Policy
  - Background Search & Information Access Policy
  - Safety and Professional Standards Policy
- 

I have read and understand the Policy: Prohibition of Personal Relationships With Clients (“No-Not-Ever Rule”)

Name: \_\_\_\_\_ Date: \_\_\_\_\_

# Policy: DSS Code of Conduct Policy

*(Referenced in No-Not-Ever Policy)*

**Effective Date:**

**Approved By:** DSS Director

**Applies To:** All DSS Social Services Staff, Supervisors, Program Managers, Contractors, Interns, and Volunteers

---

## **Purpose**

To establish clear standards of professional behavior, ethics, and integrity for all employees of Cherokee County DSS.

## **Policy Statement**

All DSS staff are expected to demonstrate professionalism, impartiality, and high ethical standards at all times. Employees must act in ways that protect clients, maintain public trust, and uphold the mission of DSS. This policy compliments and does not subjugate the Cherokee County Personnel Policies.

## **Required Conduct**

Employees must:

- Treat all individuals with dignity and respect.
- Maintain professional boundaries and avoid dual relationships.
- Follow all laws, policies, and confidentiality requirements.
- Use good judgment and avoid behaviors that could appear improper.
- Act impartially and avoid favoritism or bias.
- Ensure honesty in documentation, decision-making, and reporting.

## **Prohibited Conduct**

Employees may **not**:

- Engage in personal, romantic, financial, or social relationships with clients.
- Use your position for personal gain or influence.
- Engage in harassment, discrimination, or retaliation.
- Falsify records or misrepresent information.
- Use DSS resources for personal benefit.
- Smoke cigarettes, cigars, vapes, or other smoking items with clients.

- Accept alcohol drinks with or from clients.
- Accept food or drinks of any kind from clients.

## **Reporting Responsibilities**

Employees must report violations to their supervisor, Program Manager, or DSS Director immediately.

## **Consequences**

Violations of this policy may result in disciplinary action up to and including dismissal, and may be reported to licensing boards or law enforcement as appropriate.

I have read and understand the Policy: DSS Code of Conduct

Name: \_\_\_\_\_ Date: \_\_\_\_\_

# Policy: Confidentiality & Ethics Policy

*Referenced in No-Not-Ever Policy)*

**Effective Date:**

**Approved By:** DSS Director

**Applies To:** All DSS Social Services Staff, Supervisors, Program Managers, Contractors, Interns, and Volunteers

---

## **Purpose**

To ensure that client information is protected and handled in accordance with federal, state, and county regulations. This policy compliments and does not subjugate the Cherokee County Personnel Policies.

## **Policy Statement**

Confidentiality is fundamental to DSS operations. Employees must safeguard all client information and only access or share information necessary for official DSS duties.

## **Confidentiality Requirements**

Employees must:

- Maintain strict confidentiality of client information.
- Access information only for legitimate work-related purposes.
- Store, transmit, and dispose of records securely.
- Discuss cases only with authorized personnel.
- Follow HIPAA, FERPA, 7B statutes, and all DSS confidentiality laws.

## **Prohibited Actions**

Employees **may not**:

- Share client information with unauthorized persons.
- Access records out of curiosity or non-business reasons.
- Discuss cases in public or unsecured areas.
- Use client information for personal purposes.
- Post and or discuss clients and client information on any social media platforms, even if it is changed to “keep the identity of the person from being known.”
- Discuss clients in chat groups of any kind including messenger, tik Tok, text, group chat, etc.

## Cautionary Guidance: Community Encounters with Clients

In small or rural communities, such as Cherokee County, it is sometimes unavoidable for social workers to encounter current or former clients in public or community settings. These encounters may occur in locations such as grocery stores, churches, schools, restaurants, or other public spaces.

When such encounters occur, social workers **must not initiate contact** with a client. This protects client confidentiality, professional boundaries, and the integrity of the agency.

If a client initiates contact, the social worker may respond with a brief and courteous greeting. Limited, neutral small talk (e.g., general pleasantries) is permissible; however, **the conversation must never involve client-specific matters**, agency business, case status, services, or any information that could reasonably be connected to the client's involvement with the agency.

Social workers should make reasonable efforts to **politely disengage** from the interaction as soon as possible. Under no circumstances should confidential information be discussed, confirmed, or implied in a public setting.

If a client attempts to discuss case-related matters, the social worker should redirect the conversation by stating that agency business cannot be discussed in public and should encourage the client to contact the agency through appropriate channels.

Supervisors should be consulted if a community encounter raises concerns about boundaries, safety, or confidentiality, or if the interaction feels uncomfortable or escalates beyond brief social contact.

## Ethical Requirements

Staff must:

- Avoid conflicts of interest.
- Maintain objectivity and fairness.
- Report suspected fraud, abuse, or ethical violations.

## Consequences

Confidentiality breaches may result in disciplinary action up to dismissal and may be reportable under state and federal law.

I have read and understand the Policy: Confidentiality and Ethics

Name: \_\_\_\_\_ Date: \_\_\_\_\_

---

## **Policy: Social Media & Technology Use Policy**

*(Referenced in No-Not-Ever Policy)*

**Effective Date:**

**Approved By:** DSS Director

**Applies To:** All DSS Social Services Staff, Supervisors, Program Managers, Contractors, Interns, and Volunteers

---

### **Purpose**

To define appropriate use of social media, electronic communication, and technology by DSS staff in ways that protect client privacy, agency reputation, and legal compliance. This policy compliments and does not subjugate the Cherokee County Personnel Policies.

### **Policy Statement**

Employees may not use social media or technology in any way that compromises client confidentiality, professional boundaries, or the reputation of Cherokee County DSS.

### **Expectations for Professional Use**

Employees must:

- Follow the Cherokee County Personnel Policies related to technology and equipment.
- Use DSS devices and systems primarily for work-related purposes.
- Protect confidential information when using email, text, or digital platforms.
- Ensure that case-related communication occurs only through approved channels and devices.

### **Social Media Boundaries**

Employees **may NOT**:

- Friend, follow, message, or otherwise connect with clients (current or former).
- Post case information or workplace frustrations involving clients.
- Post images taken in DSS buildings, on home visits, or during client interactions.
- Identify themselves as DSS employees when expressing personal political views.
- Engage in online, chat, or text discussions that risk revealing confidential information.

## **Personal Device Use**

Employees must:

- Not store client information on personal devices.
- Not text clients from personal phones unless approved and documented.
- Keep personal social media accounts separate from DSS business.
- Not ask for or accept “friend” requests from clients including former clients.

## **Consequences**

Violations may result in corrective action up to dismissal and possible legal consequences.

I have read and understand the Policy: Social Media and Technology Use

Name: \_\_\_\_\_ Date: \_\_\_\_\_

# Safety & Professional Standards Policy

*(Referenced in No-Not-Ever Policy)*

## **Effective Date:**

**Approved By:** DSS Director

**Applies To:** All DSS Social Services Staff, Supervisors, Program Managers, Contractors, Interns, and Volunteers

## **Purpose**

To ensure staff conduct themselves safely, professionally, and with consistent adherence to DSS operational standards, reducing risks to clients, employees, and the agency. This policy compliments and does not subjugate the Cherokee County Personnel Policies.

## **Policy Statement**

Employees must follow all safety protocols, demonstrate sound judgment, and uphold professional standards during all interactions with clients, partners, and the public.

## **Professional Standards**

Employees must:

- Use respectful, professional communication at all times.
- Maintain appropriate boundaries and avoid dual relationships.
- Dress in a manner appropriate for DSS fieldwork and courtroom settings.
- Document accurately, thoroughly, and timely.
- Follow supervisory instruction and chain of command.
- Obtain approval from your supervisor prior to all field work.
- Obtain approval from your supervisor prior to any after-hours work and after-hours field work.
- Always complete and post a "Field Itinerary" prior to leaving for field work.

## **Safety Requirements**

Employees must:

- Follow safety protocols during home visits (buddy systems, check-ins, etc.).
- Immediately report threats, unsafe conditions, or concerning client behavior.
- Use DSS vehicles and equipment safely.
- Never conduct any DSS business, visit clients, make calls to clients, etc. outside of your supervisors' knowledge and approved work schedule.
- Never transport family or friends in DSS vehicles.

- Never force clients into agency vehicles for transport.
- Carry only agency-approved items into homes and facilities.
- Never engage in cigarette smoking, drinking with clients.
- Participate in required safety trainings (e.g., de-escalation, firearms storage policy compliance).

## **Prohibited Conduct**

Employees may not:

- Place themselves or clients at unnecessary risk.
- Ignore safety guidance or supervisory directives.
- Engage in confrontational, aggressive, or disrespectful communication with clients or partners.

## **Consequences**

Failure to follow safety or professional standards may result in disciplinary action, up to and including dismissal.

I have read and understand the Policy: Safety and Professional Standards

Name: \_\_\_\_\_ Date: \_\_\_\_\_

**Energy Programs – Measured Monthly**

1. The county will process 95% of Crisis Intervention Program (CIP) applications, with no heat or cooling source, or applications with a health-related crisis with a disconnect, final, or past due notice within one (1) business day from the date of application or date all verification is received, whichever comes first.

Quarter 1		Quarter 2		Quarter 3		Quarter 4		Annual Average
July	100.00%	October	100.00%	January	January	April	April	#DIV/0!
August	100.00%	November	100.00%	February	February	May	May	
September	100.00%	December	100.00%	March	March	June	June	
<b>QTR Average</b>	<b>100.00%</b>	<b>QTR Average</b>	<b>100.00%</b>	<b>QTR Average</b>	<b>#DIV/0!</b>	<b>QTR Average</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>

2. The county will process 95% of Crisis Intervention Program (CIP) applications, that have heat or cooling source with a past due or final notice, within two (2) business days from the date of application or date all verification is received, whichever comes first

Quarter 1		Quarter 2		Quarter 3		Quarter 4		Annual Average
July	100.00%	October	100.00%	January	January	April	April	#DIV/0!
August	100.00%	November	100.00%	February	February	May	May	
September	100.00%	December	100.00%	March	March	June	June	
<b>QTR Average</b>	<b>100.00%</b>	<b>QTR Average</b>	<b>100.00%</b>	<b>QTR Average</b>	<b>#DIV/0!</b>	<b>QTR Average</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>

**Work First**

1. The county will process 95% of Work First applications within 45 days of receipt.

Quarter 1		Quarter 2		Quarter 3		Quarter 4		Annual Average
July	100.00%	October	100.00%	January	January	April	April	#DIV/0!
August	100.00%	November	100.00%	February	February	May	May	
September	100.00%	December	100.00%	March	March	June	June	
<b>QTR Average</b>	<b>100.00%</b>	<b>QTR Average</b>	<b>100.00%</b>	<b>QTR Average</b>	<b>#DIV/0!</b>	<b>QTR Average</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>

**NOTE: The quarterly average will be inaccurate if the data from all three months within that quarter are not recorded .**

**Food and Nutrition**

1. The county will process 95% of expedited FNS applications within the timeframe that allows the household to have access to the FNS benefits on or before the 7th calendar day from the date of application.

Quarter 1		Quarter 2		Quarter 3		Quarter 4		Annual Average	
July	100.00%	October	97.14%	January		April			#DIV/0!
August	98.00%	November	100.00%	February		May			
September	100.00%	December	100.00%	March		June			
<b>QTR Average</b>	<b>99.33%</b>	<b>QTR Average</b>	<b>99.05%</b>	<b>QTR Average</b>	<b>#DIV/0!</b>	<b>QTR Average</b>	<b>#DIV/0!</b>	<b>Annual Average</b>	<b>#DIV/0!</b>

2. The county will process 95% of regular FNS applications within the timeframe that allows the household to have access to the FNS benefits on or before the 30th calendar day from the date of application.

Quarter 1		Quarter 2		Quarter 3		Quarter 4		Annual Average	
July	100.00%	October	100.00%	January		April			
August	100.00%	November	100.00%	February		May			
September	98.78%	December	100.00%	March		June			
<b>QTR Average</b>	<b>99.59%</b>	<b>QTR Average</b>	<b>100.00%</b>	<b>QTR Average</b>	<b>#DIV/0!</b>	<b>QTR Average</b>	<b>#DIV/0!</b>	<b>Annual Average</b>	<b>#DIV/0!</b>

3. The county will ensure that 95% of FNS recertifications are processed on time, each month

Quarter 1		Quarter 2		Quarter 3		Quarter 4		Annual Average	
July	99.50%	October	100.00%	January		April			
August	99.43%	November	100.00%	February		May			
September	100.00%	December	100.00%	March		June			
<b>QTR Average</b>	<b>99.64%</b>	<b>QTR Average</b>	<b>100.00%</b>	<b>QTR Average</b>	<b>#DIV/0!</b>	<b>QTR Average</b>	<b>#DIV/0!</b>	<b>Annual Average</b>	<b>#DIV/0!</b>

**NOTE: The quarterly average will be inaccurate if the data from all three months within that quarter are not recorded .**

**Child Welfare**

1. The county will ensure that 95% of all foster youth have a face-to-face visit with the social worker each month.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Annual Average	#DIV/0!
July	October	January	April		
100.00%	100.00%	100.00%	100.00%		
August	November	February	May		
100.00%	100.00%	100.00%	100.00%		
September	December	March	June		
100.00%	100.00%	100.00%	100.00%		
<b>QTR Average</b>	<b>#DIV/0!</b>				
<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>#DIV/0!</b>

\*July and August low percentages are due to two youth on runaway status

2. The county will screen 95% of all reports within required timeframes.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Annual Average	0.00%
July	October	January	April		
0.00%	0.00%	0.00%	0.00%		
August	November	February	May		
0.00%	0.00%	0.00%	0.00%		
September	December	March	June		
0.00%	0.00%	0.00%	0.00%		
<b>QTR Average</b>	<b>0.00%</b>				
<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>

3. For children who were victims of maltreatment during a 12-month period, no more than 9.1 receive a subsequent finding of maltreatment.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Annual Average	0.00%
July	October	January	April		
0.00%	0.00%	0.00%	0.00%		
August	November	February	May		
0.00%	0.00%	0.00%	0.00%		
September	December	March	June		
0.00%	0.00%	0.00%	0.00%		
<b>QTR Average</b>	<b>0.00%</b>				
<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>

4. The county will provide leadership for ensuring 40.5% of children who enter foster care in a 12 month period are discharged to permanency within 12 months of entering foster care.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Annual Average	0.00%
July	October	January	April		
0.00%	0.00%	0.00%	0.00%		
August	November	February	May		
0.00%	0.00%	0.00%	0.00%		
September	December	March	June		
0.00%	0.00%	0.00%	0.00%		
<b>QTR Average</b>	<b>0.00%</b>				
<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>

**Child Welfare**

5. The county will provide leadership to ensure that of children who enter foster care in a 12 – month period and who were discharged to reunification, kinship care, guardianship, or adoption, that no more than 8.3% re-enter foster care within 12 months of their discharge.

Quarter 1		Quarter 2		Quarter 3		Quarter 4		Annual Average	
July	0.00%	October	0.00%	January	0.00%	April	0.00%		
August	0.00%	November	0.00%	February	0.00%	May	0.00%		
September	0.00%	December	0.00%	March	0.00%	June	0.00%		
<b>QTR Average</b>	<b>0.00%</b>	<b>Annual Average</b>	<b>0.00%</b>						

6. The county will provide leadership to ensure that of all children who enter foster care in a 12-month period in the county, the rate of placement moves per 1000 days of foster care will not exceed 4.1.

Quarter 1		Quarter 2		Quarter 3		Quarter 4		Annual Average	
July	0.00%	October	0.00%	January	0.00%	April	0.00%		
August	0.00%	November	0.00%	February	0.00%	May	0.00%		
September	0.00%	December	0.00%	March	0.00%	June	0.00%		
<b>QTR Average</b>	<b>0.00%</b>	<b>Annual Average</b>	<b>0.00%</b>						

**NOTE: The quarterly average will be inaccurate if the data from all three months within that quarter are not recorded .**

**Adult Protective Services**

1. The county will complete 85% of APS evaluations involving allegations of abuse or neglect within 30 days of the report

Quarter 1		Quarter 2		Quarter 3		Quarter 4		Annual Average	
July	5@100%	October	14@100%	January	April	May	June	QTR Average	#DIV/0!
August	10@100%	November	9 @ 88.88%	February	March	QTR Average	#DIV/0!	Annual Average	#DIV/0!
September	10@100%	December	5@100%	QTR Average	#DIV/0!	QTR Average	#DIV/0!	Annual Average	#DIV/0!

2. The county will complete 85% of APS evaluations involving allegations of exploitation within 45 days of the report.

Quarter 1		Quarter 2		Quarter 3		Quarter 4		Annual Average	
July	4@100%	October	0 reports in timeframe	January	April	May	June	QTR Average	#DIV/0!
August	3@100%	November	5@100%	February	March	QTR Average	#DIV/0!	Annual Average	#DIV/0!
September	1@100%	December	1@100%	QTR Average	#DIV/0!	QTR Average	#DIV/0!	Annual Average	#DIV/0!

**NOTE: The quarterly average will be inaccurate if the data from all three months within that quarter are not recorded .**

Adult Protective Services - Special Assistance for the Aged and Disabled

1. Special Assistance for the Aged Applications

Quarter 1		Quarter 2		Quarter 3		Quarter 4		Annual Average	
July	100.00%	October	100.00%	January	100.00%	April	100.00%	QTR Average	#DIV/0!
August	100.00%	November	100.00%	February	100.00%	May	100.00%	QTR Average	#DIV/0!
September	0.00%	December	100.00%	March	100.00%	June	100.00%	QTR Average	#DIV/0!
QTR Average		67%		100%		100%		Annual Average	#DIV/0!

2. Special Assistance for the Disabled

Quarter 1		Quarter 2		Quarter 3		Quarter 4		Annual Average	
July	100.00%	October	100.00%	January	100.00%	April	100.00%	QTR Average	#DIV/0!
August	100.00%	November	100.00%	February	100.00%	May	100.00%	QTR Average	#DIV/0!
September	0.00%	December	100.00%	March	100.00%	June	100.00%	QTR Average	#DIV/0!
QTR Average		67%		100%		100%		Annual Average	#DIV/0!

NOTE: The quarterly average will be inaccurate if the data from all three months within that quarter are not recorded .

**Child Support Services**

1. Percentage of paternities established or acknowledged for children born out of wedlock. The county paternity establishment performance level must exceed 50% at the end of the State Fiscal Year (June 30).

Quarter 1		Quarter 2		Quarter 3		Quarter 4		Annual Average	
July	91.23%	October	97.37%	January		April			#DIV/0!
August	93.57%	November	98.83%	February		May			
September	95.03%	December	98.54%	March		June			
<b>QTR Average</b>	<b>93.28%</b>	<b>QTR Average</b>	<b>98.25%</b>	<b>QTR Average</b>	<b>#DIV/0!</b>	<b>QTR Average</b>	<b>#DIV/0!</b>	<b>Annual Average</b>	<b>#DIV/0!</b>

2. Percentage of child support cases that have a court order establishing support obligations. The county support order establishment performance level must exceed 50% at the end of the State Fiscal Year (June 30).

Quarter 1		Quarter 2		Quarter 3		Quarter 4		Annual Average	
July	93.20%	October	93.55%	January		April			#DIV/0!
August	92.61%	November	95.03%	February		May			
September	92.27%	December	94.77%	March		June			
<b>QTR Average</b>	<b>92.69%</b>	<b>QTR Average</b>	<b>94.45%</b>	<b>QTR Average</b>	<b>#DIV/0!</b>	<b>QTR Average</b>	<b>#DIV/0!</b>	<b>Annual Average</b>	<b>#DIV/0!</b>

3. Percentage of current child support paid. The county current collections performance level must exceed 40% at the end of the State Fiscal Year (June 30).

Quarter 1		Quarter 2		Quarter 3		Quarter 4		Annual Average	
July	69.15%	October	66.29%	January		April			#DIV/0!
August	66.21%	November	65.66%	February		May			
September	66.02%	December	65.39%	March		June			
<b>QTR Average</b>	<b>67.13%</b>	<b>QTR Average</b>	<b>65.78%</b>	<b>QTR Average</b>	<b>#DIV/0!</b>	<b>QTR Average</b>	<b>#DIV/0!</b>	<b>Annual Average</b>	<b>#DIV/0!</b>

4. Percentage of cases received a payment toward arrears. The county arrearage collections performance level must exceed 40% at the end of the State Fiscal Year (June 30).

Quarter 1		Quarter 2		Quarter 3		Quarter 4		Annual Average	
July	34.04%	October	53.33%	January		April			#DIV/0!
August	42.22%	November	53.85%	February		May			
September	48.18%	December	57.21%	March		June			
<b>QTR Average</b>	<b>41.48%</b>	<b>QTR Average</b>	<b>54.80%</b>	<b>QTR Average</b>	<b>#DIV/0!</b>	<b>QTR Average</b>	<b>#DIV/0!</b>	<b>Annual Average</b>	<b>#DIV/0!</b>

**NOTE: The quarterly average will be inaccurate if the data from all three months within that quarter are not recorded .**

# Board Report

Service Month:  
December 2025

Budget				
	Dec-25	% of Budget	Dec-24	% of Budget
Total Revenues (YTD)	\$1,649,141.12	38.3%	\$1,815,576.66	38.5%
Total Expenses (YTD)	\$6,227,007.78	58.5%	\$5,956,241.88	53.2%
Expenses without settlement	\$3,298,436.35	38.3%	\$3,027,670.45	34.2%

Services			Calendar Year	
Child Welfare	Dec-25	Current -YTD	Dec-24	Current -YTD
# of Child Abuse Reports Received	23	439	32	386
# of Screened In Reports	13	224	14	229
# of Screened out Reports	10	215	18	145
# of Other County Assists	4		8	
# of Open Assessments on last day of month	13		22	
# of Open In-Home (Case Mgmt.) Services Cases	4		6	
# of Children Entered Into Legal Custody	0	27	1	13
# of Children Left Custody	0	33	1	19
# of Children In Legal Custody	32		33	
# of Children Placed With Relatives	6		9	
# of Children Placed in Foster Homes/Other Placements	26		20	
# of Foster Care 18-21	2		4	
# of Licensed Foster Homes	10		13	
# of Agency Adoptions Completed	0	21	0	12
# of Non-Agency Adoptions Completed	0	6	0	3
# of Infants Affected by Substance Abuse	0	12	2	10
# of Child Family Team Meetings	6		1	

Adult Services	Dec-25	Current CY-YTD	Dec-24	Current CY-YTD
# of Adult Protective Services Reports	20	227	19	202
# of APS Reports Accepted for Evaluation	10	122	12	88
# of Representative Payees	19		20	
# of Current Guardianship Cases	22		22	
# of Adult Care Homes	3		3	
# of Medicaid Transportation Clients	108		118	
# of Transit, L&N and Client reimbursed Trips	81	1,124	87	1,600

Child Support Enforcement		Fiscal Year		
	Dec-25	Current-YTD	Dec-24	Current-YTD
# of Active Cases	564	564	577	577
# of Paternity	1	16	0	11
CS Orders Established	5	46	3	32
# of Modifications Completed	0	10	0	3
# of Enforcement Actions Completed	42	203	40	378
Amount of Collections	\$84,751.67	\$558,015.66	\$89,321.03	\$493,398.43
Arrears				
Inherited Arrears		\$818,579.08		\$133,050.84
Outstanding Purge Amounts	\$229,714.65			

Economic Services		Calendar Year		Calendar Year	
	Dec-25	YTD	Dec-24	YTD	
# of Medicaid/Special Assistance Appl Taken	346	3025	353	3172	
# of Medicaid/SA Recerts completed	715	5849	699	6946	
# of Medicaid Participants	11,103		10,688		
# of Special Assistance Participants	58		54		
# of TANF Participants	10		12		
# of FNS Applications ( applications denied)	172 (35)	1854 (483)	119 (41)	2135 (608)	
# of FNS Recerts completed	182	2107	188	1981	
# of FNS Benefits Paid	\$ 682,786.00	\$ 8,119,706.00	\$827,216.00	\$9,124,461.00	
# of FNS Households	2159		2519		
Fraud Collections	\$337.00	\$1,699.00	\$675.00	\$4,263.00	
# of Day Care Recipients	141		137		
# on Day Care Waiting List	0		0		
Energy Assistance (Heating/Cooling)					
LIEAP (Low Income Energy Assistance Program) Appl Taken	61	548	95	626	
LIEAP Benefits Paid	\$17,200.00	\$159,700.00	23,100.00	200,800.00	
CRISIS Applications Taken	32	228	25	221	
CRISIS Benefits Paid	\$7,782.52	\$53,631.36	5441.70	43,530.91	

Personnel	
Vacancies/Hires/Terminations for December 2025	
New Hires	3
New Hire Orientations Completed	0
Interagency Transfers	0
Separations	0
Promotion or Work/Against	1
Reason for Separation:	( ) Retirement; ( ) Relocation; ( ) Dismissal ( ) Resignation
Length of Service:	( ) Less than 2 yrs.; ( ) 2-5 years; ( ) 5-10 years; ( ) over 10 years
Vacancies ( 11 ) as of December 31, 2025	