

**Cherokee County Department of Social Services**  
**Board of Directors**  
**MEETING MINUTES**  
**April 20, 2020**

**I. Call to Order**

The regular meeting of the Cherokee County Department of Social Services was duly called and held on April 20, 2020, at 6:30 P.M., at 4800 West Highway 64, Murphy, NC 28906.

**Present were:**

Roy Dickey, Chair  
Cal Stiles, Member  
C.B. McKinnon, Member  
Gary Westmoreland, Member  
Dan Eichenbaum, Member

**Staff present were:**

Amanda Tanner-McGee, DSS Director  
Andria Duncan, DSS Attorney  
Chairman Dickey called the meeting to order at 6:30 P.M., and Amanda Rhodes, Clerk to the Board recorded the minutes.

**II. Modification of Agenda**

There were no modifications made to the Agenda.

**III. Adoption of the Agenda**

Commissioner Stiles made a motion to accept the Agenda, Commissioner Westmoreland 2<sup>nd</sup> the motion, with a unanimous vote, the Board approved the Agenda.

**IV. Public Forum**

There was no Board or public comments or questions.

**V. Minutes**

**March 17, 2020**

Commissioner Westmoreland made a motion to accept, Commissioner McKinnon seconding the motion, with a unanimous vote the Board approved the March 17, 2020 DSS Board meeting minutes.

**VI. Education and Training Grant**

Director McGee informed the Board that CCDSS was awarded a State grant of federal/state funds in the total amount of \$67,282.81 for an Education and Training Program to serve recipients of Food and Nutrition services. The grant is intended as a collaborative project with Tri-County Community College. The grant will allow DSS and Tri- County Community College to hire two people, with one person housed at DSS and the other person being housed at Tri-County Community College. In addition, the grant includes up to \$7,500 for flexible spending in county for childcare and/or transportation if needed. Commissioner Eichenbaum made a motion to match the flexible monies from the grant, Commissioner Westmoreland seconding the motion, and all in favor.

**VII. COVID-19 Update**

Director McGee discussed the evolvement of the Coronavirus and the how some DSS employees work from home but continue work duties as usual, with precautions such as personal protective equipment and social distancing being implemented. In addition, staff has utilized tele-conferences as deemed appropriate and in accordance with state guidance.

**VIII. Budget Discussion**

Director McGee and the Board briefly discussed amending the upcoming budget to reflect the salary increase for the Income Maintenance Department. Commissioner Stiles

made a motion, Commissioner Westmoreland seconding the motion, with a unanimous vote to include the salary increase for Income Maintenance.

**IX. Director's Report**

Director McGee provided the Board with the Director's Report.

**X. Statistical Report**

Director McGee provided the statistical report for March, 2020.

**XI. Adjourn**

Meeting was adjourned at 7:04 P.M. with Commissioner Stiles making a motion to adjourn, Commissioner Dickey 2<sup>nd</sup> the motion, and all in favor.