

Cherokee County Department of Social Services

Board of Directors

MEETING MINUTES

July 19, 2022

I. Call to Order

The regular meeting of the Cherokee County Department of Social Services was duly held on July 19, 2022, at 6:30 P.M. at 4800 West Highway 64, Murphy, N.C. 28906.

II. Pledge of Allegiance

Present were:

Dan Eichenbaum, Chair

Gary Westmoreland, Member

Jan Griggs, Member

Gary Westmoreland, Member

Cal Stiles, Member

Staff present were:

Amanda Tanner-McGee, DSS Director

Andria Duncan, DSS Attorney

Mr. Eichenbaum called the meeting to order at 6:31 P.M., and Amanda Rhodes, Clerk to the Board recorded the minutes.

III. Modification of Agenda

There were no modifications to the agenda.

IV. Adoption of the Agenda

Mrs. Griggs made a motion, with Mr. Phillips seconding the motion, with a unanimous vote, the Board approved the agenda.

V. Public Forum

No Board or public comments.

VI. Approval of Minutes

A. June 21, 2022

Mr. Westmoreland made a motion, Mrs. Griggs second the motion, with all in favor of approving the June 21, 2022 DSS Board minutes.

VII. DSS Leading by Results Initiative

A. Director McGee discussed the Department's weekly leadership meetings that allow each unit the opportunity to collaborate and review the mission of Cherokee County DSS. These meetings also allow each unit to report benchmarks/quarterly evaluations, what is working, what is not working, and the opportunity to brainstorm ideas to improve the Agency as a whole. Director McGee informed the Board that the meetings occur every Thursday at 3:30 p.m. and invited the Board to attend and participate.

VIII. CPS After-Hours and Day Time Supervisor Salary Comparison *

Director McGee informed the Board that currently the CPS After-Hours and the CPS Day-Time Supervisor are performing the same duties and have approximately eight days per month off, with the After-Hours Supervisor earning \$2,500 more a year. Currently, there is no CPS After-Hours Supervisor, and therefore, the Program Director is fulfilling those duties at this time. Director McGee requested the Board to approve the \$2,500 per year salary increase for the CPS Day-Time Supervisor to match the After-Hours Supervisor position. It was agreed that Director McGee will discuss the salaries with the County Manager to determine if funds could be allocated within the Agency rather than requesting approval from the Board of Commissioners. That Mr. Westmoreland made a motion to approve the allocation of funds within the Agency, Mrs. Griggs seconding the motion, with all in favor.

IX. Modular Home for Foster Children

A. Items to Consider

Director McGee discussed several items for the Board to consider regarding the modular home. Such items include moving and setting the home on blocks, permits, power, water, sewer, etc.

B. Tentative Move/Set up Plan *

The Board and Director McGee discussed several cost-efficient options in an effort to minimize the cost of the home. Director McGee informed the Board that an additional \$35,000.00 to the already budgeted \$32,500 is needed to complete the set-up and meet the requirements for the modular home to be functional. The Board of Commissioners will vote in August, 2022.

Director McGee also discussed forming a committee to manage the use of the home as well as ideas to obtain household items to make it into a home environment for foster children. Mrs. Griggs made a motion to form a committee, with Mr. Eichenbaum seconding the motion, with all in favor.

X. CAP Update

Director McGee informed the Board that the all requirements as outlined in the CAP have been completed with no concerns. A record review will continue through to the second week of September, 2022 with the expectation it will close at that time.

XI. Adjourn

Meeting was adjourned at 7:29 P.M. with Mr. Phillips making a motion to adjourn, Mrs. Griggs seconding the motion, and all in favor.