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CHEROKEE COUNTY

DEPARTMENT OF SOCIAL SERVICES

4800 West U.S. Highway 64, Murphy, NC 28906

828-837-7455

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**Cherokee County Department of Social Services**

**Board Meeting**

**MEETING MINUTES**

**September 17, 2024**

1. **Call to Order**

The regular meeting of the Cherokee County Department of Social Services was duly held on August 20, 2024, at 5:03 P.M. at 4800 West Highway 64, Murphy, N.C. 28906.

**Present were:**

Dr. Cathrine Yost

Bo Phillips, Member

James Jallah, Member

Dixie Carter, Member

Pat Ivie, Member

**Staff present were:**

Amanda T. McGee, Director

Andria Duncan, Attorney

Daunita Maennle, APS Social Work Supervisor

Miriam Aguero, Business Officer

Brandy Clonts, Administrative Officer

1. **Public Forum**

None

1. **Day Care Record Purge**

DHHS Policy “Letter Number: SCCA DCDL 2024-#02” provided to all board members stating retention policy for Subsidized Child Care Assistance Program records. A list of all files ready to purge was provided to all board members. Motion was made by Dixie Carter to purge all child care assistance records for State Fiscal Year 2010-2011 and prior. Seconded by Dr. Cathrine Yost. All voted in favor.

1. **Meeting Minute**

Meeting minutes from June 18, 2024 were approved.

Motion was made by Mr. James Jallah. Seconded by Mrs. Pat Ivie. All voted in favor.

1. **DHHS Child Welfare Investment Presentation**

Director McGee provided a PowerPoint presentation to all board members. The PowerPoint provides a State-level insight into child welfare financing and the challenges caused because the lack of state funding. There has recently been a mini budget approved to Blue Cross Blue Shield Plan, but it will not be enough. There needs to be a change in legislation. A class action law suit has been filed on behalf of 11 foster youth in two counties who have been in multiple inappropriate placements.

1. **DSS Security Threat Assessment Presentation**

Brandy Clonts, Administrative Officer worked with Mitchell Kogod, Public Safety Director for Union General Hospital to develop a DSS Threat Assessment. The assessment was completed after a comprehensive analysis of DSS grounds, building and operations.

Miriam Aguero, Business Officer provided all board members with a Security Threat Assessment Summary. Miriam discussed some of the actions items and included a quote to solve the landscaping issues. Director McGee will collaborate with the County Manager and the County IT department to discuss and safety threat recommendations.

1. **Child Fatality Team Legislative Changes**

The Child Fatality Team and Protection Team is now joined together and will meet quarterly. Ms. Dixie Carter nominated Dr. Cathrine Yost to be on the team to fill the medical provider position. The motion was seconded by Mrs. Pat Ivie. Vote carried.

1. **Blue Cross Blue Shield CFSP Roll Out**

Director McGee is working with legislative staff members Andrew Bailey and Cindy Hobbs to arrange an in-county meeting to take place within the next few weeks. Director McGee will advise the board when she has the meeting dates.

1. **DSS Training – Building Respect in the Work Place**

Director McGee purchased the following trainings through Atana:

1. How Was Your Day – Focus on Diversity
2. Unintentional Still Hurts – Focus is on Bias at Work
3. Once and for All – Focus on Sexual Harassment
4. Getting Real About Workplace Violence – Focus on violence in the workplace

Brandy Clonts is responsible for enrolling all employees and assigning each course. This will be required for all new hires.

1. **Directors Report and DSS Up-Dates**

Board report reviewed.

1. **Adjourn**

Meeting was adjourned at 6:14 PM with Mr. James Jallah making a motion to adjourn, Mr. Bo Phillips seconding the motion, with all in favor.