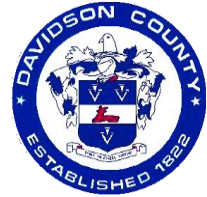


**DAVIDSON COUNTY
DEPARTMENT OF SOCIAL SERVICES**

Patricia Baker, Director



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**Davidson County Department of Social Services
Board Meeting Minutes
August 24, 2021**

Board Members Present via Video Conference and in Person
Mrs. Karen Watford; Ms. Jane Murphy; Mr. Ed Dawson; Mr. Todd Yates

Others Present
**Mrs. Trish Baker; Ms. Elizabeth Huff; Ms. Katrina McMasters; Mr. Scott Craver;
Mrs. Sheri Woodyard; Mr. Jason Hicks; Mrs. Susan Bryan; Miss. Sydnie Beck;**

Call to Order

The meeting was called to order at 4.00 p.m. by Mrs. Karen Watford.

Review of the Agenda – Additions/Modifications

Mrs. Karen Watford requested a modification to the Agenda to include a short-closed session. There was a motion from Mr. Ed Dawson to add the closed session. Mr. Todd Yates seconded the motion. The adding of a closed session was unanimously approved.

Adoption of Agenda

Mr. Ed Dawson made a motion to adopt the modified Agenda. Ms. Jane Murphy seconded the motion. The Agenda was unanimously approved.

Adoption of Minutes

The minutes from July 27, 2021 were reviewed. Ms. Jane Murphy made a motion to approve the meeting minutes. Mr. Ed Dawson seconded the motion. The minutes were unanimously approved.

Public Comments

There was no public comment.

Board Member Comments

Mr. Ed Dawson wanted to make note that he received two anonymous letters about concerns of the Agency and they would be looked into. He assumed all the other Board Members received the same ones.

Management Report

Mrs. Susan Bryan reported June spending was at 87% and July was at 4%. The books are still open and not all bills for July have been paid yet. As of now, everything is looking good. Mrs. Watford noted that she likes all the details.

Ms. Trish Baker went over the vacancy report. She stated HR has been sharing a "Time to Fill" report, but due to a vacancy in HR, she is unsure if this will continue. Ms. Baker explained the average time to fill is up primarily because of two positions that have been posted for 150 plus days. These have been difficult to fill. There are currently 29 vacant positions, of those, four are newly reclassified positions and five are due to internal promotions or lateral moves. Ms. Baker did confirm several positions are in the process of being filled. To assist in getting positions filled, Mrs. Lexa Eagle has been scheduling interviews for CPS and has lined up roughly 28-30.

Ms. Katrina McMasters pointed out she added a new column to her report to compare CPS current to last year. The comparison shows the increase in workload. They are trying to work through the high number of cases and stay calm.

Ms. Elizabeth Huff stated Income Maintenance ended the year and started the next with everything staying about the same. Ms. Huff has a few vacancies that are difficult to fill due to candidate qualifications.

Mr. Scott Craver reported Child Support collected \$1.25 million last year. He hopes to meet this goal again as there is a slight increase in cases. Mr. Craver informed the Board of interviews being held to fill his vacant positions. One offer is on the table, they are just waiting on salary agreement. There is also a Child Support Supervisor retiring at the end of the month and is being filled by another Child Support worker. Mr. Craver also gave an update on Adult Services. He stated they have received someone back under guardianship. Cases coming in are about the same and the number of wards has gone down slightly.

Ms. Trish Baker announced as of July we had 138 kids in care. As of this week, we have taken four children into custody and a few left our custody. Ms. Baker thinks the number of kids in care will go back up with school in session. She also informed the Board that our Licensing team is working on getting a MAPP class going to bring in new Foster Parents.

Old Business

Ms. Trish Baker let the Board know she wanted to talk about LME/MCO Process under New Business.

Mrs. Karen Watford asked Ms. Baker about Minnie Dukes' vacant Board position. Ms. Baker shared that no applications have been received. They are going to repost the vacant position and if anyone knows someone who may be interested please let Ms. Baker know.

New Business:

Ms. Trish Baker gave an update on the LME/MCO process. She reported the transition team met last Friday and Sandhills Center executives were there. It was a good meeting. Cansler Collaborative is leading the transition on Cardinal Innovations' behalf indicated that December 1, 2021 is the tentative date we will be moving to Sandhills. November 30th at midnight will end our working with Cardinal. Everyone is hoping for a smooth transition.

Ms. Trish Baker wanted to update the Board on the many audits the Agency has undergone and focused on those in the Income Maintenance area this month, which is Ms. Elizabeth Huff's area. The County Single Audit is currently underway, we have done well in past years and is currently still going on. Ms. Elizabeth Huff reviewed some of the most recent audits in her area. The REDA audit is every three years, the State pulled 200 cases. They were scored in three areas: Active cases, Denials, and Technical areas. The passing score is 96.8%. The only area where corrective action is needed is denials. The state will start pulling five Medicaid denial cases for three months until the standard percentage is reached. The next REDA audit will begin in March 2023. The next audit is the Medicaid State Single Audit, Ms. Huff received her list and only three cases were pulled. These are reviewed through NCFast. Another review occurs through our Report Card, counties are scored every month on timeliness of getting applications processed. If a county fails the Report Card three months in a row, they will face corrective action. There is also an audit called FNS Management Evaluation and this is bi-annual. Some of our errors were requesting unnecessary information and documentation especially on voter's registration. They will do a six month follow up in those specific areas until things are corrected. Another audit is FNS Active Error Rate and is done every month. This is on FNS approvals and denials. We passed on approvals but have correction action on denials.

Ms. Trish Baker then shared that there is a Child Welfare Audit currently going on. The exit meeting will finish up this week. The State pulled March 2021 records. They pulled a total of 18 cases with 12 based on intake. The State will provide help with things they found. Findings will be shared at the next board mtg. Ms. Baker informed the Board that the State is pulling records to read, every month.

Ms. Trish Baker shared with the Board that a County building became available and was offered to DSS. The building was the old 911 & DA Office. Our Child Support team in the Lexington office along with the two Program Integrity workers in Thomasville will move into the vacant offices. Ms. Baker hopes to use this move to get Social Workers who are two to an office out of shared offices. It looks like it will be 20-30 days before any moves are done.

Ms. Baker's other update is that there is still no State budget; we are currently working with last year's budget allocations.

Ms. Sheri Woodyard had a brief update on Court. They are going to Court Wednesdays and some Thursdays. There has been a COVID outbreak in the Jail, this means that no inmates can go to Court. Mrs. Woodyard stated Judge Jimmy Myers has mandated wearing masks in the Courtroom starting Friday until further notice.

Closed Session

Mr. Ed Dawson made a motion to adjourn the meeting and go into closed session. The motion was seconded by Ms. Jane Murphy. The motion was unanimously approved and the meeting was adjourned at 5:11 pm to go into closed session.

No action was taken during closed session.

Date of Next Meeting

The next DSS Board Meeting is scheduled for Tuesday, September 28, 2021 at 4:00 pm at the Governmental Center on the fourth floor in the Commissioners Meeting Room.

Adjournment

Mr. Ed Dawson made a motion to adjourn. The motion was seconded by Ms. Jane Murphy. The motion was unanimously approved and the meeting was adjourned at 5:57.

Minutes submitted by Patricia Baker