

Rutherford County



Meeting Minutes - Final

Wednesday, September 18, 2019

4:00 PM

289 N. Main Street Rutherfordton Commissioner's Chambers

Social Services Board

I. Welcome and Call to Order

Mr. King called the meeting to order. He asked for Ms. Georgia Steele to be sworn in, in order to have a quorum. Mrs. Price read the Oath of Office to Ms. Steele and she accepted-Quorum met. Mr. Herndon joined the meeting later.

Member Joseph Maimone, Member David Herndon, Vice Chairperson
Bryan King, Member Georgia Steele, and Chairperson Barbara
Thompson

II. Discussion and Adoption of Agenda

A motion was made by Member Maimone and seconded by Chairperson Steele to II. Discussion and Adoption of Agenda. The motion carried by the following vote:

Aye: 2 - Member Maimone and Vice Chairperson King

Nay: 0

Absent: 3 - Chairperson Thompson, Member Herndon and Hampton

III. Adoption of Minutes

Mr. Maimone made a motion with a correction to the discussion at the end of last month's meeting regarding the term final minutes vs. draft minutes. He stated the language needed to include the minutes will be posted on-line as Draft-Outline. Once they are officially approved, they will be changed to Final.

A motion was made by Member Maimone and seconded by Chairperson Steele to III. Adoption of Minutes. The motion carried by the following vote:

Aye: 3 - Member Maimone, Vice Chairperson King and Member Steele

Nay: 0

IV. Public Comments

None

V. Oath Of Office - Ms. Georgia Steele

Mr. King welcomed Ms. Steele to the Board.

VI. Personnel Report

Mr. Carroll presented the Personnel Report. He reported that since the last meeting, there have been seven new hires, one resignation, and two terminations. There are currently two vacancies in CPS, Social Worker I/ATs. He stated there were 7 new hires. The new employees were introduced by Mrs. Bridges - IM - Ms. Alison Brandle, Ms. Mary Jackson, Ms. Lanna Evans, all in the Family & Children's Medicaid Unit, and Ms. Brittany Givens in the Food & Nutrition Services Unit. Mr. Sparrow made note of the three new employees in Family & Children's Services - Ms. Madeline Fisher, Processing Assistant in the Legal Department, Ms. Simone Williams, Social Worker in CPS, and Ms. Angela Lee, Social Worker in Foster Care; both of these social workers are currently in pre-service training. There was a decrease in total comp time of 8% from last month. This is the fourth month there has been a decrease from the previous month. There were decreases in all major areas - CPS - 45%, Childrens Services - 13%, and Income Maintenance, 2%. We are 56% lower than our numbers in July 2015.

Mr. Maimone questioned the terminations, if there was anything out of the ordinary. Mr. Carroll stated both were during their probationary period. A lot of times we can identify that the amount of work with these jobs are not a good fit for the employee and that was the case with these two terminations.

[ID 19-2191](#)

Attachments:

[Personnel Report 19-8-25](#)

VII. Budget Discussion

[ID 19-2190](#)

Attachments:

[Financial Report - August 2019](#)

[ID 19-2200](#)

Attachments:

[Financial Report Documentation 09-2019](#)

Mrs. Price reviewed the attachment outlining the expenditures of the budget, noting the line items that were over last month and the new items, which are italicized, that are currently over. The reason for the overage is stated on each. Mrs. Price addressed that there were two payrolls for the month of August and this will be reimbursed next month.

There were no questions.

VIII. Service Report

Mr. Carroll presented the Service Report noting that there were no major changes over last month. There was a slight increase in CPS reports over last year at this time, but usually there is a slight increase at the beginning of the school year. He also noted the increase in the number of children in Foster Care, especially over last August. He stated that there has been an increase in the number of foster parents over the last year too. The licensing staff has done an excellent job at outreach and recruiting foster parents. There is competition with private agencies in our County that sometimes pay a higher rate, as well as, therapeutic homes that pay a higher rate.

There were no questions.

IX. Revised DSS Board Operating Procedures

Mr. Carroll stated that in May 2004, the Rutherford County DSS Board developed the document, Rutherford County Board of Social Services Operating Procedures Manual. This document was revised/updated in May 2012 and March 2013. Local Board procedures are recommended by the UNC School of Government to ensure fair, consistent, and transparent practices by the Board. He stated that he attended a session at the 2019 Social Services Institute conducted by Trey Allen, Assistant Professor of Public Law and Government at UNC School of Government, regarding parliamentary procedure for local governments. This session was held specifically for DSS Directors and DSS Board Members and focused specifically on small local Boards. Mr. Allen recommended a UNC publication, Suggested Rules of Procedure for Small Local Government Boards, as a guide for local DSS Board's parliamentary procedure. In reviewing this, it was discovered that our procedures were similar to those outlined in this source, with the majority of the rules being the same with some minor changes, and some listed differently. There are several rules that give local Boards choices in how to handle issues and still remain within requirements of the law. He stated that he has started to update our local rules using the latest edition of the UNC publication. The Board agreed that they would like to look at this to consider updating. Mr. Carroll stated that he would email this to all Board members prior to the next meeting, so that they can have time to review it and discuss it at the next meeting. Mr. King reminded the Board Members they should be using their official government email addresses to protect the Board members in cases such as public records requests. He stated these type things could be incorporated into this procedure.

[ID 19-2192](#)

Revised DSS Board Operating Procedures

Attachments:

[Revised DSS Board Operating Procedures](#)

X. Program Updates:

1. Social Work

Mr. Sparrow informed the Board of the opportunity to move into a stronger relationship with United Way through the Human Resources Service Administration (HRSA) grant. DSS would be named as an active partner in the process which is listed in the Memorandum Of Understanding. Ms. Suzanne Porter, Executive Director of United Way, submitted a grant and has received \$200,000 to focus on the validity and morality associated with opioid use in our rural community. This grant is to be used over a three year period with a couple of components that we are involved in. One is specifically assessing the opioid use and affect on our rural community, determine where the strengths and weaknesses are in the system, and work collaboratively with as many agencies as possible, and eventually come up with plans to address the gaps in our County. There is \$200,000 that cannot be used for service delivery, but a spin off to this would be, if we could come up with concrete proposals and plans, there is a next phase to this application through HRSA to apply for program dollars to enhance the service delivery in Rutherford County. The second piece would be \$20,000 carved out to DSS for specific training purposes which have been identified already and could cover any training identified in the months ahead. There's already been conversation with Dr. Hargett, who has provided previous training for United Way. We are specifically looking at him to provide training that the DSS workforce needs in areas of: trauma focused care, motivational interviewing, building resilience, and other evidence based practices, that's where it will affect our ability to serve Rutherford County. The next step is for us to identify our specific training needs - the things needed within the social work area of the Agency to improve the skills of our social workers, then Dr. Hargett will be responsible to develop the program and deliver those training sessions to our workers. Hopefully we will be able to begin in the next couple of weeks. Ms. Porter has already begun on her part. She is using this as leverage to bring other resources to the table to compliment these funds. It may take some time to see some service delivery.

Mr. Carroll stated we have another grant from Rutherford Legacy for a Peer Support worker which gives assistance for those with substance abuse and engage with the client quickly.

[ID 19-2193](#)

Attachments: [HRSA Memorandum of Understanding \(MOU\)](#)

2. Economic Services

Mrs. Bridges updated the Board on the document management system. We implemented this system in FNS in 2012 and in Medicaid in 2014. It was always the idea that the State would develop a document management system for all 100 counties, but it has been unsuccessful. They have been working on the system approximately 5 years. It was not in the budget to continue with the State's pilot of the document management in NC FAST. Mrs. Bridges stated she feels one reason was due to data cap being used. She and IT visited Alexander County DSS to see what it was about. It was a very cumbersome process to use. Rutherford County uses the software program, Northwoods (NWs), which is very user friendly and very easy to use versus data cap. There are 100 counties and they use various document management programs. Twenty-five counties use NWs. The State was trying to make an affordable system so all counties could afford it. The hope is to federate our current NWs files into Laserfische. She also mentioned that during monitoring/auditing, we do have to export the documents into NC FAST.

[ID 19-2194](#)

Attachments: [NC FAST P12 Document Management](#)

3. Director's Report

Mr. Carroll referenced the attachment sent with last month's agenda for the Director's Report on the Medicaid Transformation Update, the Proposed Legislative Bills Update, and the State Budget.

[ID 19-2195](#)

Attachments: [Director's Report - 0919](#)

[ID 19-2196](#)

Attachments: [Medicaid Transformation Update](#)

[ID 19-2197](#)

Attachments: [Proposed Legislative Bills - Update](#)

[ID 19-2198](#)

Attachments: [NCACDSS and DHHS Concerns HB918](#)

State Budget

XI. Closed Session

None

XII. Annoucements

Mr. King welcomed Ms. Steele

XIII. Adjourn

The was [ACTION_NAME].

Vice Chairperson Bryan King, Member Joseph Maimone, Member David Herndon, Member Georgia Steele, and Chairperson Barbara Thompson