

CASWELL COUNTY DEPARTMENT OF SOCIAL SERVICES
BOARD MEETING MINUTES

The Caswell County Department of Social Services Board held its monthly meeting on May 21, 2013 at 9:00 a.m. in the Conference Room of the Caswell County Department of Social Service. In attendance were: Mr. Jeremiah Jefferies, Chairman; Mr. David Owen; Mr. Larry Hamlett; Ms. Marylene McCain; Mr. Kenneth Travis; Ms. Debbie Rascoe, Administrative Assistant and Ms. Dianne Moorefield, Secretary to the Board.

Mr. Jefferies called the meeting to Order at 9:00 a.m. The Agenda for the meeting was approved upon a motion by Mr. Owen and second by Ms. McCain. Minutes of the meeting held April 16, 2013 were reviewed and approved upon a motion by Mr. Hamlett and second by Mr. Owen. There was no public address to the Board.

In Action Items the Board approved a Transfer of Monies from Workman's Compensation to Small Tools/Equipment in the amount of \$1,151.00. This was approved upon a motion by Ms. McCain and second by Mr. Hamlett. Budget Amendment #10 was approved upon a motion by Mr. Hamlett and second by Mr. Owen, reducing CP&L funds from \$17,395 to \$4,104 to reflect our actual allocation as opposed to our estimated budgeted amount. The Board also conducted a quarterly review of our Trust Fund Accounts and approved them upon a motion by Mr. Travis and second by Mr. Owen.

Board Members were informed that a candidate had been selected for our Medicaid Eligibility vacancy. They were also informed that Esther Mitchell, a Processing Assistant III, had submitted her letter of intent to take an early retirement and that her last day would be May 31, 2013. Permission has been received from the County Manager to fill this vacancy.

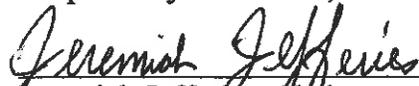
Final written results from our NEMT (Non-Emergency Medical Transportation) audit were received and shared with Board Members. We had no negative findings.

Supervisors attended the meeting and reported on work within their respective units. All Supervisors were present except for Jennifer Russell.

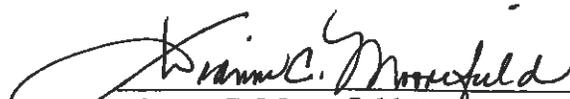
The next regular meeting of the Social Services Board is scheduled for June 18, 2013 at 9:00 a.m. in the Conference Room of the Department of Social Services.

Upon a motion by Mr. Owen and second by Mr. Hamlett, the meeting of the Social Services Board was adjourned.

Respectfully Submitted,


Jeremiah Jefferies, Chairman

6/18/13 (Date)


Dianne C. Moorefield, Secretary

6/18/13 (Date)

Social Services Board Meeting
June 18th, 2013

EBT Issuance:

May 2013

Issuance \$628,238
Cases 2504
Individuals 5351

May 2012

Issuance \$611,293
Cases 2585
Individuals 5200

Workload Report:

May 2013

Applications taken 105
Applications approved 85
Applications denied 20
Overdue applications 2
Redeterminations 244

May 2012

Applications taken 105
Applications approved 84
Applications denied 16
Overdue applications 0
Redeterminations 282

Fraud Report:

May 2013 FNS recoupments \$1,670

May 2012 FNS recoupments \$2,209

Crisis Intervention Program (CIP) Report:

LIEAP

July 1, 2012 thru June 30, 2013

New allocations \$0
Total allocations to date \$180,749
Total CIP money used – May \$898.11
Available balance to date \$168.43
Applications approved 988 – May 10
Applications denied 16 – May 0

New Allocations \$0
Total Allocations \$79,831
Available Balance \$0
Applications Pending 0
Applications Approved 340
Applications Denied 22

Respectfully submitted,
Jennifer Holt
Income Maintenance Supervisor II

Caswell County Department of Social Services

Adult Services Board Report

June 18, 2013

Programs:

	May 2012	May 2013
Adult Protective Services		
Number of Reports Received	6	5
Number of Reports Accepted	1	4
Number of Reports for Outreach	1	1
Number Referrals to AHS/DFS/Other Services	1	0
Adult Care Homes/Adult Home Specialist		
Number of Adult Care Homes	29	27
Number of Adult Care Homes Monitored	4	18
Number of Complaints Received	1	2
Guardianship Services		
Number of Active Cases	20	22
Number of New Cases	2	0
Number of Terminated Cases	0	0
Multidisciplinary Evaluations		
Number of Requests Received	4	0
Number of Evaluation completed	4	1
Individual and Family Adjustment Services-Representative Payee		
Number of Active Cases	21	22
Number of New Cases	0	1
Number of Cases Terminated	0	0
State/County Special Assistance In-Home (10 Slots)		
Number of Active Cases	9	10
Number of New Cases	0	0
Number of Terminated Cases	0	0
Number of Pending Cases	1	0

May 2012

May 2013

In-Home Aide Services

Number of Active Cases	6	6
Number of New Cases	0	0
Number of Terminated Cases	0	2

Transportation Services

Number of Clients Served	195	177
Number of Trips Provided	1,070	946

Transportation Costs compared to May 2012 and May 2013

	2012	2013
EDTAP	\$1,484.70	\$2,266.96
Medicaid	\$12,446.31	\$12,522.10
Totals	\$13,931.01	\$14,789.06

This reflects an increase of \$858.05 from the previous year.

Hearings (Local Appeal Hearing & Administrative Disqualification Hearing):

	May 2012	May 2013
Number of Requests Received	1	0
Local Appeal Hearing	1	0
Administrative Disqualification Hearing	0	0
Number of Hearings Conducted	0	1
Local Appeal Hearing	0	1
Administrative Disqualification Hearing	1	0

Respectfully submitted by Lisa H. Anderson
Adult Services Supervisor
June 10, 2013



Vulnerable Adult and Elder Abuse Awareness Month: May 10th – June 17th



Anyone who suspects an elderly or disabled adult is in need of protection is REQUIRED BY LAW to report this to the Department of Social Services

TYPES OF ABUSE INCLUDE:

- PHYSICAL ABUSE— EMOTIONAL ABUSE
- NEGLECT— EXPLOITATION— ABANDONMENT
- ISOLATION—SEXUAL ABUSE—SELF NEGLECT



- In 2012 more than 21,000 reports of abuse, neglect, and exploitation were reported in North Carolina -
- Each Year more than TWO MILLION elderly and disabled adults are in need of protection -
- Older adults who are abused, neglected, or exploited are 3 X more likely to die within 10 years -

ELDERLY OR DISABLED ADULTS OVER THE AGE OF 18 IN YOUR COMMUNITY MAY NEED YOUR HELP! CALL

Caswell County Department of Social Services

(336)694-4141

SIGNS THAT IT'S TIME TO REPORT:

- Suddenly unable to meet essential needs
- Disappearing from contact with family, friends, neighbors
- Visible burns, bruising, welts, fingerprints, handprints, lacerations, or cuts
- Sprains, fractures, dislocations
- Signs of internal injuries, vomiting
- Appearing disheveled; stained, bloody, soiled clothing
- Not appropriately clothed for weather or climate
- Appearing hungry or malnourished
- Appearing confused, disoriented, fearful, or anxious



CASWELL COUNTY DEPARTMENT OF SOCIAL SERVICES BOARD REPORT
ECONOMIC INDEPENDENCE UNIT
JUNE 18, 2013

WORK FIRST EMPLOYMENT SERVICES:

Employment Services staff have received no request for an extension of the 24-month local time clock for Work First Cash Assistance since the last Board Meeting.

• **Monthly AFDC/WFFA Case Profile Summary Comparison:**

	June 2013	June 2012
Total # WFFA Cases	50	54
Caseload Increase/Decrease From Previous Month	(-3) 53	(-7) 61
Child Only Cases	40 (80.00%)	42 (77.78%)
Single-Parent Cases	10 (20.00%)	13 (24.07%)
Cases Receiving Extension of Benefits	0	0
Average WFFA Payment	\$201.12	\$210.15

• **WFES / Pay After Performance / Two-Parent Case Comparison:**

	June 2013	June 2012
Total # 2-Parent Households	0	0
Caseload Increase/Decrease From Previous Month	(-0-) 0	(-1) 1
Benefit Diversion Cases	0	0
Non-Able Bodied Cases	0	0
Cases Meeting Work Requirement	0	0
Cases Not Meeting Work Requirement	0	0
New Application for Assistance	0	0
Average WFFA Payment	\$0.00	\$0.00

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CHILD SUPPORT ENFORCEMENT:

- **Collection Information Comparison** for the Caswell County IV-D Unit:

	May 2013	May 2012
Net Current Month Collections	\$161,726.17	\$168,634.98
Monthly Collection Goal	\$157,603.81	\$231,706.02
Net Previous Month Collections	\$185,879.94	\$165,922.43
Net YTD Collections	\$1,739,277.26	\$1,735,592.36
Collections Goal for the Year	\$1,891,245.70	\$1,898,472.00
Percentage of Goal Met YTD	91.96%	91.42%
Target Percentage of Goal Met YTD	(11 mo.) 91.67%	(11 mo.) 91.67%

- **Child Support Enforcement Court Activity Report:**

	May 2013	May 2012
Number of Cases Scheduled/Heard	77/68	58/50
New Orders for Support Entered	3	3
New Current Support Payments	\$741.00	\$628.00/mo.
New Frequencies Toward Arrears	0	4
New Frequency Payments	\$0.00	\$112.00/mo.
Orders for Arrest	4	2
Jail Sentences	0	0
Purge Amounts	\$1,000.00	\$1,080.00
Total Payments Collected in Court	\$4,314.00	\$2,800.00
New Paternity Cases Established	0	2
Number of Modifications Heard	12	12

CHILD CARE SUBSIDY:

- **Comparative Summary of Child Care Subsidy Expenditures (CCDF, Smart Start & TANF):**

April Service Month Paid in May	2012/2013	2011/2012
Total Monthly Payment Amount	\$47,126.35	\$60,582.65
Monthly Unduplicated Child Count	133	175
Total Year-to-Date Expenditures	\$561,101.25	\$659,043.45
YTD Unduplicated Child Count	240	280
Total Allocation Available to Date	\$630,456.00	\$746,538.00
Traditional Spending Coefficient (11 mo.)	97.09%	100%

• **April, 2013 Smart Start Child Care Subsidy Quality Enhancements Paid in May 2013:**

Star Rating	Bonus Amount Per Child	# Eligible Children in Current Mo.	Current Month Total Bonus Amount	Total YTD# Bonuses Paid	Total YTD Bonus Amount
4	\$20	25	\$454.90	216	\$4,018.50
5	\$30	11	\$265.40	129	\$3,296.90
	Totals	36	\$720.30	345	\$7,315.40

*****Bonus amounts per child may vary based on prorated months *****

Child Care Subsidy Waiting List

The waiting list implemented on February 24, 2010 remains in effect at this time. We will be closely monitoring the funding available and the spending trends in the hopes of lifting the waiting list when it becomes feasible for us to do so. We also review our spending monthly with the Division of Child Development Subsidy Services Consultant, Belinda Thomas. As of June 10, 2013 we have 48-children on the waiting list.

Submitted by: Tonya Breedlove 6/10/13

REPORT TO THE CASWELL COUNTY DSS BOARD
CHILD PROTECTIVE SERVICES REPORT
FOR MAY 2013

CPS Family & Investigative Assessments

	May 2013	May 2012
1. Total Number of Reports Accepted for Investigation	15	9
2. Total Number of Reports Screened Out	7	6
3. Total Number of Reports Referred to other Jurisdictions	1	3
4. Total Number of Treatment Cases Transferred In	0	1
5. Total Number of Intercounty Investigations	0	0
6. Total Number of Courtesy Interviews/Assists	0	2
7. Total Number of Open Investigative and Family Assessments on the Last Day of the Month	19	26
8. Total Number of Active CPS-Case Planning/Case Management Cases (families) Open Last Day of the Month	6	6
9. Total Number of Malicious Reports Received	0	0

OTHER DEPARTMENT INFORMATION

- The Child Protective Services Unit is fully staffed.

Prepared by:
Racquel Hughes
Child Placement Supervisor
June 10, 2013

Board Report
May 18, 2013

- During the month of May we had one new child to enter foster care. No children exited care.

Work Load Report	May 2013	May 2012
Children in DSS Custody	11	12
Foster Care Services for children in custody of another state/county	0	1
Licensure of foster and adoptive homes	0	1
Adoption Assessments	1	1
Home studies for other Courts	2	6
Supervision of foster homes	4	5

Training:

Child Placement Staff did not attend any training during the month of May.

Child and Family Services:

On May 9, 2013 a Dependency petition was filed on a 14 year old male. The child was placed in a Level III group home outside the county, to control his behaviors, mental health diagnoses and illegal drug usage.

In mid May we were notified that North Carolina Division of Social Services (NCDSS) will perform a formal monitoring of Social Services Block Grant (SSBG) and Title IV-E Adoption Assistance on Thursday May 13, 2013 at 10:00 am. The review period will cover November 1, 2012 to April 30, 2013. The agency has received the list of cases that will be reviewed, and has begun to prepare records for the review.

Prepared By: Racquel Hughes
Child Placement Supervisor
May 10, 2013

SOCIAL SERVICES BOARD MEETING

June 18, 2013

I. **Overdue Application Report for May - 2013 - None**

II. **Medicaid Eligibility**

June - 2012	June - 2013
Open Cases - 3,988	Open Cases - 3,983
Open People - 4,792	Open People - 4,769
Authorized People - 4,754	Authorized People - 4,682

III. **North Carolina Health Choice**

May - 2012	June - 2013
Open Cases - 221	Open Cases - 211
Authorized People - 311	Authorized People - 308

IV. **SA (REST HOME)**

May - 2012

June - 2013

Authorized People - 99

Authorized People - 86

V. **Application, Reviews and Changes**

	May - 2012	May- 2013
Applications Taken	188	177
Applications Approved	135	144
Applications Denied	52	47
Applications Withdrawn	3	0
Reviews	305	239
Total Changes	1,167	1,042
Terminated	115	101

VI. **AFDC-EA: CASWELL COUNTY DSS DIDN'T SERVED 0 FAMILIES FROM THE**

EMERGENCY DURING THE MONTH OF March 2013 totaling \$0.00

VII. REPORT CARD – May 2012

We are at 100% total for all programs: MAD – 100%, AAF – 100% MAA – 100%,
MQB– 100% MAF – 100% MIC – 100%, MPW – 100%, NCHC 100 %

REPORT CARD – May 2013

We were at 100% total in all programs: MAD - 100%, AAF – 100%, MAA – 100%
MQB - 100%, MAF – 100%, MIC – 100%, MPW – 100% AND NCHC –100%

**VIII. Cost Calculation Report for the Month of April 2013 County Share -
\$ 36.80**

**Cost Calculation Report for the Month of May 2012 County Share -
\$ 21.70**

**IX. Mary Harrelson, Tonya Breedlove, and Jennifer Holt attended the P 2 & 6 NC Fast
Training on the state webinar training**

Mary Harrelson, Supervisor IMSII

June 11, 2013