

CASWELL COUNTY DEPARTMENT OF SOCIAL SERVICES

BOARD MEETING MINUTES

The Caswell County Department of Social Services Board held its monthly meeting on November 18, 2014 at 9:00 a.m. in the Conference Room of the Caswell County Department of Social Services. In attendance were: Mr. Jeremiah Jefferies, Chairman; Mr. Larry Hamlett; Mr. David Owen, Mr. Kenneth Travis, Ms. Marylene McCain; Mrs. 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 reviewed and approved upon a motion by Ms. McCain and second by Mr. Owen. Minutes of the meeting held October 21, 2014 were reviewed and approved upon a motion by Mr. Owen and second by Ms. McCain. There was no public address to the Board.

Budget Amendment #5 was approved upon a motion by Ms. McCain and second by Mr. Hamlett. This Amendment included a LIEAP/Low Income Assistance Energy Allocation in the amount of \$150,813.00 and an additional allocation for Smart Start Day Care in the amount of \$54,366. It also included a transfer of \$10,000.00 from Salaries to Overtime pay. These funds represent monies already received from the increased reimbursement for Medicaid activities.

Quarterly Trust Fund Accounts were reviewed and approved upon a motion by Mr. Travis and second by Mr. Owen.

Several informational items were shared with Board Members. A young man for whom DSS serves as legal guardian was finally approved for disability benefits after several appeals of his denial for benefits. The exact amount of his monthly benefits and retroactive benefits is not yet known but this should eliminate the need for the county to pay for his placement. Also, the Board of Commissioners approved overtime pay and a part-time position to address the Medicaid backlogs. The Social Services Board will provide oversight of funds available from the 75% reimbursement with monthly reports being provided at meetings. Board Members were also informed that while the legislature approved funding for additional CPS positions in some counties, Caswell County was not determined to be in need of these additional funds based on the statewide formula used to assess caseloads.

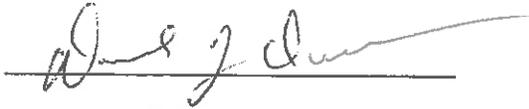
Board Members were advised that feedback had been requested from the County Manager and County Attorney regarding the composition of the DSS Board with the recent election of Mr. David Owen to the Board of Commissioners. Once sworn in, Mr. Owen would become the fourth Commissioner serving on the DSS Board and would constitute a majority of that Board. Mr. Hamlett related to DSS Board Members that he has decided to resign from the Board to allow Mr. Owen the opportunity to continue to serve his term of appointment. In stating his support of Mr. Owen continuing to serve on this Board, Mr. Hamlett advised that this will be his last meeting as his resignation will be effective later this month. Mr. Hamlett expressed his appreciation to DSS staff for their hard work and dedication and to his fellow Members of the Board.

Supervisors, except for Ms. Hughes, attended the meeting and reported on work within their units. Mrs. Harrelson shared information related to the status of Medicaid applications and Ms. Breedlove shared that children have been removed from the daycare waiting list as a result of the State's recent assessment of available funding and an additional Smart Start allocation.

The next regularly scheduled meeting of the Social Services Board is December 16, 2014 at 9:00 a.m. in the Conference Room of the Department of Social Services.

Upon a motion by Mr. Hamlett and second by Ms. McCain the meeting of the Social Services Board was adjourned at 9:30 a.m.

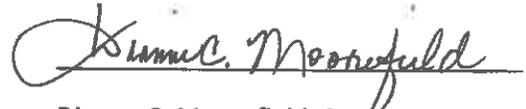
Respectfully Submitted,



Jeremiah Jefferies, Chairman

12-16-14

Date



Dianne C. Moorefield, Secretary

12/16/14

Date

BUDGET AMENDMENT #

DSS

6
12/8/2014

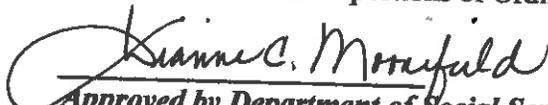
Be it ordained, the FY 2014-2015 Annual Budget ordinance is hereby amended as follows:
Transfer of Monies

<i>Expenditures: Increase/(Decrease)</i>	<i>Account Code</i>	<i>Prior Total Funding Authorization</i>	<i>Additional Allocation Increase/Decrease</i>	<i>Amended Balance</i>
Supportive Services	100.5373.372.000	\$7,000.00	(\$1,000.00)	\$6,000.00
Work First Transportation	100.5580.313.100	\$13,000.00	(\$1,000.00)	\$12,000.00
AFDC Emergency Assist	100.5410.499.500	\$1,000.00	2,000.00	\$3,000.00
CP&L Energy Assist	100.5480.499.100	\$2,057.33	1,350.00	\$3,407.33
Total Expenditures			\$1,350.00	

<i>Revenues: Increase/(Decrease)</i>	<i>Account Code</i>		<i>Increase/(Decrease)</i>	<i>Balance</i>
DSS/Admin WCA	100.3538.360.000	\$1,703,730.36	\$1,350.00	\$1,705,080.36
Total Revenues			\$1,350.00	

Justification: To budget allocation changes by the NC Department of Health & Human Services as authorized by state funding authorization.

That all Ordinances or portions of Ordinances in conflict are hereby repealed.


Approved by Department of Social Services Director

12/8/14

Date

Approved by Department of Social Services Board

Date

Paula Seamster, Clerk to the Board
Approved by Caswell County Board of Commissioners

Date

2015 Board Meeting Schedule

January 20, 2015

February 17, 2015

March 17, 2015

April 21, 2015

May 19, 2015

June 16, 2015

July 21, 2015

August 18, 2015

September 15, 2015

October 20, 2015

November 17, 2015

December 15, 2015

**Social Services Board Meeting
December 16th, 2014**

EBT Issuance:

November 2014

Issuance \$634,010
Cases 2666
Individuals 5220

November 2013

Issuance \$590,422
Cases 2612
Individuals 5085

Workload Report:

November 2014

Applications taken 94
Applications approved 101
Applications denied 13
Overdue applications 0
Redeterminations 363

November 2013

Applications taken 107
Applications approved 93
Applications denied 17
Overdue applications 0
Redeterminations 352

Fraud Report:

November 2014 FNS recoupments \$1,025

November 2013 FNS recoupments \$1,153

Crisis Intervention Program (CIP) Report:

LIEAP

July 1, 2014 thru June 30, 2015

New allocations	\$0	New Allocations	\$150,813
Total allocations to date	\$100,383	Total Allocations	\$150,812
Total CIP money used – November	\$20,360.80	Available Balance	\$106,613
Available balance to date	\$49,897.55	Applications Pending	16
Applications approved	397– 119 November	Applications Approved	178
Applications denied	6 – 0 November	Applications Denied	6

Respectfully submitted,
Jennifer Holt
Income Maintenance Supervisor II

Caswell County Department of Social Services
DSS Board Report - Child Protective Services

December 16, 2014

CPS Family & Investigative Assessments

	November 2014	November 2013
1.Total Number of Reports Accepted for Investigation	21	17
2.Total Number of Reports Screened Out	5	3
3.Total Number of Reports Referred to other Jurisdictions	2	0
4.Total Number of Treatment Cases Transferred In	0	0
5.Total Number of Intercounty Investigations	0	0
6.Total Number of Courtesy Interviews/Assists	3	2
7.Total Number of Open Investigative and Family Assessments on the Last Day of the Month	21	19
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

Additional Information

- The Community Child Protection Team met in its quarterly meeting on November 20, 2014. One Child Protective Services case was presented to the team.
- Lisa Anderson completed the Introduction to Supervision for Child Welfare Services on November 14, 2014.

Respectfully submitted by Lisa H. Anderson
Child Protective Services Supervisor
December 4, 2014

CASWELL COUNTY DEPARTMENT OF SOCIAL SERVICES BOARD REPORT
ECONOMIC INDEPENDENCE UNIT
DECEMBER 16, 2014

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:**

	December 2014	December 2013
Total # WFFA Cases	No Report Available	47
Caseload Increase/Decrease From Previous Month		(+1) 46
Child Only Cases		38 (80.85%)
Single-Parent Cases		9 (19.15%)
Cases Receiving Extension of Benefits		0
Average WFFA Payment		\$209.48

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

	November 2014	November 2013
Total # 2-Parent Households	No Report Available	0
Caseload Increase/Decrease From Previous Month		(-0-) 0
Benefit Diversion Cases		0
Non-Able Bodied Cases		0
Cases Meeting Work Requirement		0
Cases Not Meeting Work Requirement		0
New Application for Assistance		0
Average WFFA Payment		\$0.00

Please see reverse for Page 2

CHILD SUPPORT ENFORCEMENT:

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

	November 2014	November 2013
Net Current Month Collections	\$126,260.07	\$140,039.90
Monthly Collection Goal	\$153,721.00	\$157,603.81
Net Previous Month Collections	\$148,735.17	\$146,207.13
Net YTD Collections	\$686,441.90	\$705,182.90
Collections Goal for the Year	\$1,738,864.00	\$1,899,737.00
Percentage of Goal Met YTD	39.48%	37.12%
Target Percentage of Goal Met YTD	(5 mo.) 41.67%	[5 mo.) 41.67%

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

	November 2014	November 2013
Number of Cases Scheduled/Heard	41/34	54/50
New Orders for Support Entered	2	4
New Current Support Payments	\$237.00	\$841.00
New Frequencies Toward Arrears	1	1
New Frequency Payments	\$236.00	\$629.00
Orders for Arrest	0	0
Jail Sentences	0	0
Purge Amounts	\$0.00	\$0.00
Total Payments Collected in Court	\$510.00	\$1,740.00
New Paternity Cases Established	0	0
Number of Modifications Heard	7	14

CHILD CARE SUBSIDY:

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

October Service Month Paid in November	2013/2014	2012/2013
Total Monthly Payment Amount	\$36,480.55	\$36,385.00
Monthly Unduplicated Child Count	112	104
Total Year-to-Date Expenditures	\$233,436.60	\$218,455.00
YTD Unduplicated Child Count	164	142
Total Allocation Available to Date	\$642,695.00	\$656,631.00
Traditional Spending Coefficient (5 mo.)	87.17%	79.85%

Child Care Subsidy Waiting List

The waiting list that was implemented on February 24, 2010 was cleared due to the availability of Child Care Subsidy funds. We are currently servicing families that come in requesting Child Care Subsidy Services, however; we are closely monitoring the funding available and the spending trends.

Christmas Cheer 2014

The Christmas Cheer committee is continuing to receive donations and contributions for the Christmas season. The committee will shop on Friday December 12, 2014 for (58) children that were not picked for sponsorship.

Submitted by: Tonya Breedlove December 8, 2014

SOCIAL SERVICES BOARD MEETING

December 8, 2014

I. Overdue Application Report for December - 2014- Applications Processed Beyond Time Standard in NCFAST

II. Medicaid Eligibility

December – 2013 - EIS	NC FAST – December 2014	December – 2014 - EIS
Open Cases – 3,897	Open Cases – 4,417	Open Cases - 829
Open People – 4,679	Open People – 4,762	Open People - 829
Authorized People – 4,579	Authorized People – 4,862	Authorized People - 829

III. North Carolina Health Choice

December - 2013	December – 2014 – NC FAST MAGI
Open Cases – 215	Open Cases - 109
Authorized People – 297	Authorized People - 158

IV. SA (REST HOME)

December – 2013

December – 2014

Authorized People – 93

Authorized People - 95

V. Application, Reviews and Changes

	November – 2013 - EIS	November – 2014 in NC FAST	November – 2014 in EIS
Applications Taken	138	345	3
Applications Approved	72	268	4
Applications Denied	27	29	2
Applications Withdrawn	1	48	0
Reviews	167	447	10
Total Changes	859	987	46
Terminated	104	75	3

VI. AFDC-EA: CASWELL COUNTY DSS SERVED **1 FAMILIES FROM THE**

EMERGENCY DURING THE MONTH OF November 2014 totaling \$400.00

VII. REPORT CARD – November - 2013

**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 – November – 2014 in NC FAST

We were at 82% total in all programs: MAD - 77%, AAF – 100%, MAA – 100%

MQB - 50%, MAF – 45%, MIC – 91%, MPW – 100% AND NCHC –100%

**VIII. Cost Calculation Report for the Month of November 2014 County Share -
\$ 00.00**

**Cost Calculation Report for the Month of November 2013 County Share -
\$ 00.00**

**IX. All Eligibility Workers continue to Cross Train as Universal Workers for NC FAST,
Work Support Strategies, MAGI application and the Affordable Care Act, and the
Federally Funded Market Place.**

**Mary Harrelson, Supervisor IMSII
December 16, 2014**

Caswell County Department of Social Services

Adult Services Board Report

December 8, 2014

Programs:

	November 2013	November 2014
Adult Protective Services		
Number of Reports Received	5	2
Number of Reports Accepted	4	2
Number of Reports for Outreach	1	0
Number Referrals to AHS/DFS/Other Services	0	0
Adult Care Homes/Adult Home Specialist		
Number of Adult Care Homes	27	29
Number of Adult Care Homes Monitored	6	9
Number of Complaints Received	0	2
Guardianship Services		
Number of Active Cases	21	25
Number of New Cases	0	4
Number of Terminated Cases	0	0
Multidisciplinary Evaluations		
Number of Requests Received	3	2
Number of Evaluation completed	2	3
Individual and Family Adjustment Services-Representative Payee		
Number of Active Cases	23	23
Number of New Cases	0	1
Number of Cases Terminated	0	0
State/County Special Assistance In-Home (10 Slots)		
Number of Active Cases	10	10
Number of New Cases	0	0
Number of Terminated Cases	0	0
Number of Pending Cases	0	0

	November 2013	November 2014
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In-Home Aide Services

Number of Active Cases	6	7
Number of New Cases	0	1
Number of Terminated Cases	0	1

Transportation Services

Number of Clients Served	169	155
Number of Trips Provided	864	919

Transportation Costs compared to November 2013 and November 2014

	2013	2014
EDTAP	\$1,174.26	\$2,660.90
Medicaid	\$12,331.40	\$15,946.83
TTAP	-0-	\$0
Totals	\$13,505.66	\$18,607.73

This reflects an increase of \$5,102.07 from the previous year.

Hearings (Local Appeal Hearing & Administrative Disqualification Hearing):

	November 2013	November 2014
Number of Requests Received	0	0
Local Appeal Hearing	0	0
Administrative Disqualification Hearing	0	0
Number of Hearings Conducted	0	1
Local Appeal Hearing	0	1
Administrative Disqualification Hearing	0	0

Respectfully Submitted by Michelle Waddell *M&W*
 Adult Services Supervisor
 December 8, 2014

**Board Report
December 16, 2014**

During the month of November we had no new children to enter foster care. Two children exited care.

Work Load Report	November 2014	November 2013
Children in DSS Custody	17	10
Foster Care Services for children in custody of another state/county	0	0
Licensure of foster and adoptive homes	1	0
Adoption Assessments	2	0
Home studies for other Courts	3	4
Supervision of foster homes	3	5

Training:

Child Placement Supervisor, Racquel Hughes, along with Social Workers Janice Garland, Lucinda Wilson, Lisa Barnett and Lindsay Barton were fortunate enough to take a Triple P Parenting Class. The class is centered around children 0 to 12 years of age. The agency plans to use this training with our families where reunification is still the goal and with CPS cases needing to have better coping/parenting skills with young children. The cost of the class is normally \$3,000.00 per person but the agency was able to be covered under a grant to fund all five participants. Workers will go for accreditation in January 2015 and would then be able to teach this class. Triple P is a service normally provided by the Health Department, so we were appreciative of the opportunity to participate in the program.

Child and Family Services:

During the month of November 2014, two children left DSS custody. The first child, a 15 year old male completed a 6 month trial home placement, on November 4, 2014 the Court awarded his mother full custody. The second child, a 16 year old male, had been placed in the home with his paternal grandmother on a trial placement. The Court awarded the paternal grandmother Guardianship on November 4, 2014 DSS still assists the families as needed in efforts to maintain their placements homes and to continue services for the children's mental health diagnoses.

Foster Care Christmas Donations:

Foster Care donations have been steadily rolling in. Local Churches, individuals and families are continuing to volunteer and sponsor some of the children in foster care.

Prepared By: Racquel Hughes
Child Placement Supervisor
December 8, 2014