CASWELL COUNTY DEPARTMENT OF SOCIAL SERVICES

BOARD MEETING MINUTES

The Caswell County Department of Social Services Board held its monthly meeting on April 21, 2015 at 9:00 a.m. in the Conference Room of the Caswell County Department of Social Services. In attendance were: Mr. David Owen, Vice Chairman; Ms. Ethel Gwynn; Ms. Marylene McCain; Mrs. Tammy Paschal, Administrative Assistant and Ms. Dianne Moorefield, Secretary. Mr. Kenneth Travis and Mr. Jeremiah Jefferies were absent from the meeting.

Mr. Owen called the meeting to Order and a quorum was confirmed. The Agenda for the meeting was approved upon a motion by Ms. Gwynn and second by Ms. McCain. Minutes of the meeting held March 17, 2005 were reviewed and approved upon a motion by Ms. McCain and second by Ms. Gwynn. There was no public address to the Board.

A Budget Amendment/Transfer of Monies was approved upon a motion by Ms. McCain and second by Ms. Gwynn. This was a transfer of $1,000.00 from Supportive Services to Work First Transportation.

It was reported that a total of 55.5 hours of overtime was paid in April for six staff at the rate of $1,143.64.00 Mrs. Gwynn was given an overview of the need for, approval of and funding source for paying overtime to specified staff.

Ms. Moorefield reported that Jennifer Mann was hired to fill the vacancy in the Child Protective Services Unit and that she began her duties on April 20, 2015. Ms. Mann joins the agency having already completed the required new worker training and having CPS experience in her previous employment.

Ms. Moorefield reported that Mrs. Rascoe's retirement will be effective April 30, 2015. Her position will be posted in-house prior to being posted publicly. Interviews have been conducted by the interview team for the Adult Services vacancy. No decision has been made at this time regarding their recommendation.

The agency will be displaying pinwheels on the lawn in recognition of Child Abuse Prevention Month in conjunction with the Partnership for Children.

The Social Services Board scheduled a Budget Meeting for April 28, 2015 at 9:00 a.m. in the Conference Room of the Department of Social Services.

Supervisors attended the meeting and reported on work within their respective units. All Supervisors, except Ms. Racquel Hughes, were present.

The next regularly scheduled meeting of the Social Services Board was scheduled for May 19, 2015 at 9:00 a.m. in the Conference Room of the Department of Social Services.

Upon a motion by Ms. Gwynn and second by Ms. McCain the meeting of the Social Services was adjourned at 9:35 a.m.

Respectfully Submitted:

David Owen, Vice-Chairman

Dianne C. Moorefield, Secretary

6-16-15
Date

5/19/15
Date