

CASWELL COUNTY DEPARTMENT OF SOCIAL SERVICES

BOARD MEETING MINUTES

The Caswell County Department of Social Services Board held its monthly meeting on August 18, 2015 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. David Owen; Ms. Marylene McCain; Mrs. Ethel Gwynn; Mrs. Tammy Paschal, Administrative Assistant and Dianne Moorefield, Secretary to the Board. Mr. Kenneth Travis was absent from the meeting.

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 Mrs. Gwynn. The Minutes of the meeting held July 21, 2015 were reviewed and approved upon a motion by Mrs. Gwen and second by Mr. Owen. There was no public address to the Board.

Budget Amendment #2, a reduction in Smart Start/Child Day Care funds in the amount of \$25,919.00 to reflect the actual amount of Smart Starts funds allocated, and the receipt of \$14,805.00 in Fuel Emergency/CIP funds, was reviewed and approved upon a motion by Mrs. Gwynn and second by Mr. Owen.

Quarterly Trust Fund Accounts were reviewed and approved upon a motion by Ms. McCain and second by Mrs. Gwynn.

Board Members were updated on the status of the need to increase the part-time universal worker position. The Board of Commissioners approved that change at their meeting on August 17, 2015. Board Members were also informed that a total of \$223.76 was paid in overtime for two employees this month.

The Board was informed that Ms. Kimberly Goodwin conducted a state fiscal audit on July 28, 2015 and her final report will be available for Board review when received. It was shared that she noted in her verbal feedback that we had "excellent" records. It was also shared that our Child Care Subsidy program will be monitored by the state on August 18, 2015 and that our new telephone system will be installed on August 19, 2015. Board Members were informed that two members of our Child Support Unit will attend the Child Support Conference August 26-28, 2015.

Information regarding our participation in opening a shelter on Wednesday, August 12, 2015 was shared. This resulted from an accident involving an overturned truck hauling propane gas and the need to evacuate homes in close proximity. The shelter was open from 12:00 until 5:00 p.m.

Board Members were informed that a worker had requested to rescind their resignation and this request was granted.