

CASWELL COUNTY DEPARTMENT OF SOCIAL SERVICES

BOARD MEETING MINUTES

The Caswell County Department of Social Services Board held its monthly meeting on September 15, 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; Mr. Kenneth Travis; Mrs. Tammy Paschal, Administrative Assistant and 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 Ms. McCain and second by Mrs. Gwynn. The Minutes of the meeting held August 18, 2015 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 #3, an additional Fuel Emergency/CIP funding authorization in the amount of \$16,459.00 was approved upon a motion by Mr. Travis and second by Ms. McCain.

Information was shared with the Board about an initiative to build a Habitat for Humanity house in Caswell County. They were also informed that there is uncertainty about having a Veterans Services Representative continue to visit our agency to service residents of the county. Information was also shared about staff being asked to complete a survey by the Program Evaluation Division of the NC General Assembly related to using the NC FAST. Board Members were also advised of the free flu shot clinic being held on October 22, 2015 at the Civic Center as part of an emergency management/Health Department training exercise on vaccinating mass populations. There is no charge for the vaccination.

The Social Services Board was informed that Mrs. Ruby Thompson was hired as a Universal Worker in our FNS/Medicaid Unit fill the vacancy created when Mrs. Crystal Wiley resigned. The new Universal Worker position that was recently amended from part-time to full time is being advertised. The Board was also advised that one of our current Universal Workers will soon be utilizing FMLA for maternity leave.

Board Members were advised that two employees were paid overtime for a total of \$61.05. They were also informed that the Social Services Institute is being held in Hickory, NC October 21-13, 2015.

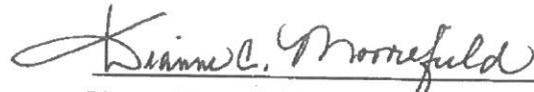
Supervisors attended the meeting and reported on work within their respective units. All Supervisors except for Mrs. Lisa Anderson were present.

The next regularly scheduled meeting of the Social Services Board was scheduled for October 20, 2015 at 9:00 a.m. in the conference Room of the Department of Social Services.

Upon a motion by Mr. Travis and second by Mrs. Gwynn, the meeting of the Social Services Board was adjourned at 9:55 a.m.

Respectfully Submitted:


Jeremiah Jefferies, Chairman


Dianne Moorefield, Secretary

Date: 10/20/2015

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