

CASWELL COUNTY
BOARD MEETING MINUTES

The Caswell County Department of Social Services Board held its monthly meeting on October 20, 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. Kenneth Travis; Ms. Marylene McCain; Mrs. Ethel Gwynn; Mrs. Tammy Paschal, Administrative Assistant and Dianne Moorefield, Secretary to the Board. Also in attendance was Mrs. Ethel Fuller, the new Social Services Commission appointment to the Board and Mr. John Satterfield, Clerk of Court.

Mr. Jefferies called the meeting to Order at 9:00 a.m. The Agenda for the meeting was approved upon a motion by Mr. Travis and second by Mrs. Gwynn. Minutes of the meeting held September 15, 2015 were reviewed and approved upon a motion by Ms. McCain and second by Mrs. Gwynn. There was no public address to the Board.

Mr. Jefferies introduced Mrs. Ethel Fuller as the new Board Member recently appointed by the Social Services Commission. Mr. John Satterfield, Clerk of Court was recognized and he administered the Oath of Office to Mrs. Fuller. Mrs. Fuller was welcomed to the Board by fellow Members. Mr. Satterfield left the meeting upon completion of his duties.

Budget Amendment #4 was approved upon a motion by Mrs. Gwynn and second by Ms. McCain. This represented an additional Fuel Emergencies/CIP allocation in the amount of \$82,565.00; an additional CP&L Energy Assistance allocation in the amount of \$1,350.00 and a decrease of \$85,541.00 in 100% Day Care funding to reflect the actual allocation received.

Board Members were informed that two staff members were paid overtime totaling \$55.20 during the most recent pay period. They were also informed that 5 staff would be attending the Social Services Institute in Hickory, NC for training. It was announced that Ms. Tosha Brown, a Universal Caseworker for Medicaid/FNS, resigned her position to accept employment with Durham County. She will work weekends as a part-time, temporary employee to assist with maintaining her caseload.

Information was shared with Board Members about our requirement to participate in a telephone survey with the State Auditor's Office as part of the General Assembly's order for an audit on the Timeliness and Accuracy of the processing of Medicaid applications. This is being required of all 100 counties. Upon the completion of the survey at least 12 counties will be selected for an on-site audit to review records. Also, information was shared regarding the frequent state conference calls related to federal requirements to meet FNS timeliness and accuracy benchmarks. Failure to do so could cost the state close to \$80 million dollars in funding.

The Board was made aware that we are working to establish a contract for court ordered genetic testing to establish paternity in cases that are not covered under our Child Support program.

Updates were provided on the Christmas Cheer program, serving our Foster Children for the holiday and our plan to again assist our Adult Services clients. Board Members were also reminded of the free flu

shot clinic being sponsored by the Health Department on October 22, 2015. They were also advised of an automobile accident involving a staff member.

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

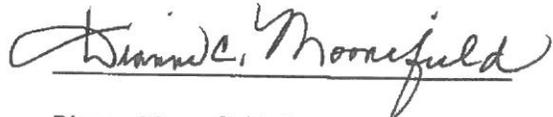
The next regularly scheduled meeting of the Social Services Board is November 17, 2015 at 9:00 a.m. in the Conference Room of the Department of Social Services.

Upon a motion by Mr. Travis and second by Mrs. Gwynn, the meeting of the Social Services Board was adjourned at 9:30 a.m.

Respectfully Submitted:



Jeremiah Jefferies, Chairman



Dianne Moorefield, Secretary

11-17-15

Date

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Date