

Minutes

- The Chowan County Board of Social Services held their regular meeting on Tuesday, January 20, 2014 at 8:00am at the Chowan County Department of Social Services. In attendance were board members Jack Perry, Janet Hines, Dr. Alex Kehayes, Philip Thomason, and DSS Director Clifton Hardison.
- Board Chair, Jack Perry called the meeting to order.
- Minutes of the December 2014 board meeting were approved upon a motion made by Janet Hines, seconded by Dr. Alex Kehayes with a unanimous vote.
- There were no public comments.
- Board Training was conducted by Cheri Blount. Ms. Blount is the agency's supervisor for Food Nutrition Services, Work First, Emergency Assistance, and the Energy Programs. The training consisted in familiarization of policy and procedure to administer the Low Income Energy Assistance Program (LIEAP). Ms. Blount concluded the training and answered questions from the board.
- The 2015 DSS Board Meeting Schedule (every 3rd Tuesday) was approved upon a motion made by Janet Hines, seconded by Philip Thomason with a unanimous vote.
- Mr. Hardison reported the following in the Director's report for the services month of December 2014:

Food and Nutrition Services			Yr Avg	July	Aug	Sept	Oct	Nov	Dec
Active Cases			1,815	1,818	1,799	1,796	1,802	1,776	1,749
Total Participants			3,336	3,343	3,284	3,263	3,254	2,789	3,206
Total Benefits		\$2,243,258	\$382,055	\$385,041	\$374,144	\$368,005	\$425,735	\$319,162	\$371,171
Applications Taken			101	113	90	104	107	87	90
Applications Approved			85	95	70	90	100	69	63
Applications Denied			15	9	11	17	15	12	18
Applications Withdrawn			9	7	1	4	1	4	3
Reviews Processed			186	not avail	not avail	181	195	135	136

Work First Family Assistance			Yr Avg	July	Aug	Sept	Oct	Nov	Dec
Cash Benefits Issued			\$8,577	\$8,552	\$8,180	not avail	not avail		
Total Active Work First Cases			45	46	42	39	39	39	38
Child Only Cases			37	37	36	35	35	35	36
Parent			8	9	6	4	7	7	2
Incapacitated Persons			1	0	0	0	0	0	0
Participation Rate			7	0%	100%	not avail			
Applications Taken			5	1	4	10	3	3	5
Applications Approved			3	1	0	6	3	2	2
Applications Denied			1	0	1	2	1	2	1
Applications Withdrawn			1	0	0	8	2	1	2
Reviews Completed			4	2	2	5	4		10
Cases Terminated			1	0	0	1	0	0	0
Cases Transferred to Other Aid Prog			2	3	2	0	0	0	0
Emergency Assistance Applications			17	4	41	22	17	9	2
Emergency Assistance Issued			\$1,855	\$1,562	\$3,796	\$2,849	\$2,213	\$620	\$0
Employment Assistance Applications			8	18	12	15	7	16	13
Employment Assistance Issued			\$1,585	\$2,285	\$4,386	\$3,220	\$1,907	\$1,636	\$758.70

CRISIS			Yr Avg	July	Aug	Sept	Oct	Nov	Dec
CIP Applications Approved			28	20	47	5	26	115	43
CIP Applications Denied			8	11	21	10	2	8	5
CIP Balance				\$6,620	\$59,312	\$58,799	\$49,986	\$25,375	\$17,755
LIEAP Applications Approved			37	0	0	0	0	0	208
LIEAP Applications Denied			8	0	0	0	0	0	39
LIEAP Balance				0	0	0	0	\$113,251	\$61,251

CHILDREN PROTECTIVE SERVICES			Yr Avg	July	Aug	Sept	Oct	Nov	Dec
Custody/Foster Care			13	15	15	15	19	16	12
Reports Received			18	12	18	17	21	13	14
	Abuse			0	4 (1)	1	3	4	0
	Neglect			12 (3)	14	16 (2)	18	9	14
	Dependency			0	0	0	0	0	0
Requests				1	1	1	0	0	2
	Courtesy			1	1	1	0	0	2
	Home Study			0	0	1	0	0	1
Reports Accepted			9	5	7	8	14	5	4
	Abuse			0	3 (1)	0	3 (1)	3	0
	Neglect			5 (2)	4	8 (2)	11 (1)	2(1)	4
	Dependency			0	0	0	0	0	0
CPS Cases On-going				5	7	5	9	6	5
	Abuse			0	3	1	0	2	0
	Neglect			5	4	4	8	4	5
	Dependency			0	0	0	0	0	0
	In-Home			2	2	2	1	1	2
CPS Cases Closed				9	4	6	10	6	6
	Abuse			1	0	2	2	0	2
	Neglect			8	4	4	6	6	4
	Dependency			0	0	0	0	0	0
	In-Home			1	0	0	2	0	1
Adoption Assistance				8	8	8	8	9	9
Foster Home License				8	8	9	9	10	10

ADULT PROTECTIVE SERVICES			Yr Avg	July	Aug	Sept	Oct	Nov	Dec
Reports Received			3	5	8	1	6	2	1
	Abuse			0	0	0	1	1	0
	Neglect			5	7	1	5	1	0
	Exploitation			0	1	0	0	0	1
APS Cases Opened				1	3	0	1	0	0
	Abuse			0	0	0	0	0	0
	Neglect			1	2	0	1	0	0
	Exploitation			0	1	0	0	0	0
APS Cases Closed				2	0	3	0	1	0
	Abuse			0	0	0	0	0	0
	Neglect			2	0	2	0	1	0
	Exploitation			0	0	1	0	0	0
Adult Services									
	Indiv/Family Services			0	0	2	1	2	2
	Guardianship Cases		2	3	2	1	2	1	1
	Adult Day Care Cases			3	3	3	3	3	3
	Complaints			1	0	0	0	0	0
	Protective Orders			0	0	0	0	0	0
	Services Offered			0	0	0	0	0	0
	Placement			0	0		0	0	2
	AHS Monitoring			1	0	2	0	2	0
Special Assistance Caseload									
	# of slots			7	7	7	7	9	12
	# slots filled			7	6	6	7	8	9
	Added			6	0	0	1	2	3
	Terminated			0	1	0	0	0	0

Added									
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FINANCIAL			Yr Avg	July	Aug	Sept	Oct	Nov	Dec
Admin Revenues				\$63,542	\$124,754	\$266,826	\$109,200	\$239,310	\$187,497
YTD Admin Revenues				\$63,542	\$188,296	\$455,123	\$564,323	\$803,633	\$991,130
Admin Expenditures				\$227,742	\$267,900	\$250,671	\$244,518	\$241,879	\$291,960
YTD Admin Expenditures				\$227,742	\$495,643	\$746,315	\$990,833	\$1,232,712	\$1,524,672
County Share				72%	62%	39%	43%	35%	35%
Budget Performance - under/(over)				17%	10%	10%	10%	11%	8%
TANF-Fed Expenditures		\$200,047		\$18,920	\$15,541	\$13,420	\$15,453	\$13,376	\$12,584
TANF-Remaining Federal		\$110,752		\$181,127	\$165,586	\$152,166	\$136,713	\$123,337	\$110,752
MOE Expenditures		\$256,354		\$19,022	\$20,497	\$21,653	\$25,191	\$20,143	\$20,340
MOE Remaining Require		\$129,507		\$237,332	\$216,835	\$195,182	\$169,991	\$149,848	\$129,507
Cap Revenues		\$609,599		\$38,200	\$40,780	\$34,566	\$35,989	\$35,262	\$42,031
Cap Revenues Remain		\$382,770		\$450,685	\$409,906	\$375,340	\$339,351	\$574,336	\$382,770

ADMINISTRATION			Yr Avg	July	Aug	Sept	Oct	Nov	Dec
Staff Level	30			30	29	29	30	30	30
Vacancies				0	1	1	0	0	0
Front Desk Visits				1,098	1,224	1,313	1,297	1,132	1,408

PROGRAM INTEGRITY			Yr Avg	July	Aug	Sept	Oct	Nov	Dec
Collections (Outstanding)		\$203,628							
	FNS			\$90,821	\$115,213	\$127,443	\$129,247	\$128,159	\$125,265
	Medicaid			\$36,319	\$65,294	\$65,059	\$64,880	\$65,786	\$65,495
	TANF			\$12,595	\$12,545	\$12,445	\$12,345	\$12,346	\$12,295
	AFDC			\$572	\$572	\$572	\$572	\$572	\$572
	Total			\$140,307	\$193,624	\$205,519	\$207,044	\$206,863	\$203,628
Recoupment									
	FNS			\$1,522	\$2,462	\$2,251	\$2,140	\$1,690	\$1,536
	Medicaid			0	0	0	0	\$0	
	TANF			0	0	0	0	\$0	
	AFDC			0	0	0	0	\$0	
	Total			\$1,522	\$2,462	\$2,251	\$2,140	\$1,690	\$1,536
Cash									
	FNS			\$220	\$200	\$308	\$536	\$170	\$333
	Medicaid			\$272	\$225	\$235	\$260	\$0	
	TANF			\$50	\$50	\$100	\$100	\$0	\$50
	AFDC			0	0	0	0	\$0	
	Total			\$542	\$475	\$643	\$896	\$170	\$383
Tax Intercept									
	FNS			0	0	\$56	\$131		
	Medicaid			0	0	0	\$101		
	TANF			0	0	0	0		
	AFDC			0	0	0	0		
	Total			0	0	56	232		
Total Collections				\$2,064	\$2,937	\$2,950	\$3,268	\$2,029	\$1,919

PROGRAM INTEGRITY			Yr Avg	July	Aug	Sept	Oct	Nov	Dec
Claims-On Going		260							
	FNS			136	186	212	212	214	212
	Medicaid			40	41	41	42	42	42
	TANF			4	4	4	4	4	4
	AFDC			2	2	2	2	2	2
Referred-Curr Month		3							
	FNS			2	4	2	5	7	2
	Medicaid			4	0	0	0	0	0
	TANF			0	0	0	0	0	1
	AFDC			0	0	0	0	0	0
Pending-On Going		12							
	FNS			16	37	8	6	10	11
	Medicaid			8	6	6	2	1	1
	TANF			0	0	0	0	0	0
	AFDC			0	0	0	0	0	0
Completed-Curr Month		3							
	FNS			50	52	34	8	7	2
	Medicaid			10	3	1	4	2	0
	TANF			1	0	0	0	0	1
	AFDC			0	0	0	0	0	0
Overdue- Curr Month		0							
	FNS			0	0	0	1	0	0
	Medicaid			0	0	0	0	0	0
	TANF			0	0	0	0	0	0
	AFDC			0	0	0	0	0	0

CHILD SUPPORT

TOTAL COLLECTIONS				PATERNITY ESTABLISHMENT				CASES UNDER ORDER			
SFY Actual	Goal	% of Goal		Prev BOW	Pat Est	%PatEst	Goal	Open Cases	CUO	%CUO	Goal
\$1,016,027	\$2,048,479	49.60%		955	920	96.34%	100.00%	1239	1196	96.53%	90.00%
\$832,925	\$2,048,479	40.66%		955	919	96.23%	100.00%	1244	1200	96.46%	90.00%
\$516,994	\$2,048,479	25.24%		955	905	94.76%	100.00%	1250	1201	96.08%	90.00%
\$350,268	\$2,048,479	17.10%		955	896	93.82%	100.00%	1255	1207	96.18%	90.00%
\$188,786	\$2,048,479	9.22%		955	887	92.88%	100.00%	1262	1213	96.12%	90.00%

06-15
05-15
04-15
03-15
02-15
01-15
12-14
11-14
10-14
09-14
08-14
07-14

CURRENT SUPPORT				ARREARS				MEDICAL		
CSup due	CSup Coll	%CurCol	Goal	Cas Arr due	Cas Arr Col	%Arr	Goal	MedCase	MedSup	%Med

06-15
05-15
04-15
03-15
02-15
01-15

\$1,125,395	\$736,711	65.46%		64.19%	1066	692	64.92%	68.72%	825	713	86.42%
\$939,473	\$609,730	64.90%		64.19%	1061	645	64.80%	68.72%	830	725	87.35%
\$564,239	\$372,143	65.95%		64.19%	1027	548	53.36%	68.72%	835	720	86.23%
\$378,212	\$250,203	66.15%		68.72%	1017	456	44.84%	68.72%			
\$189,580	\$128,458	67.76%		64.19%	996	351	35.24%	68.72%			

12-
14
11-
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09-
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08-
14
07-
14

MISCELLANEOUS

Director Travels:

February 10 thru 12 NCACDSS Committee meetings/Executive Board-Raleigh
February 25 thru 27 - Directors Regional Meeting/ Pine Knoll Shores

Mr. Hardison concluded the Director's Report.

- In Timely and Important Matters, the board requested training in Medicaid with regards to unwed mothers, benefits, etc.
- The meeting was adjourned by a motion from Janet Hines, seconded by Dr. Alex Kehayes with a unanimous vote.

Submitted by,

Clifton Hardison, Director