

# Minutes

- The Chowan County Board of Social Services held their regular meeting on Tuesday, April 15, 2014 at 8:00am at the Chowan County Department of Social Services. In attendance were board members Jack Perry, Janet Hines, Darnell White, Philip Thomason, Dr. Alex Kehayes, and DSS Director Clifton Hardison.
- Board Chair, Jack Perry called the meeting to order.
- Minutes of the March board meeting were approved upon a motion made by Janet Hines, seconded by Dr. Kehayes with a unanimous vote.
- There were no public comments.
- New staff member Tanya Blount was introduced to the board. Ms. Blount's position is Income Maintenance Case Worker.
- Board Training was conducted by Ms. Kristin Gordon and Ms. Derickia Perry. These staff member duties include working with clients within the Work First Employment Program. The programs methods and strategies were shared with the board to include new strategies being implemented with community partners. The key focus in this program is to assist the client on becoming self-sufficient.

Ms. Gordon and Ms. Perry concluded the training and answered questions from the board.

- Mr. Hardison reported the following in the Director's report for the services month of March 2014:

## CHOWAN COUNTY DSS SNAPSHOT 03-14

Food and Nutrition Services		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May
Active Cases		1,795	1,811	1,836	1,847	2,184	1,846		1,822	1,804		
Total Participants		3,621	3,614	3,307	2,415	4,227	3,436	4,586		2,895		
Total Benefits(124,366)	3,174,579	413,714	471,367	375,956	302,894	390,090	396,771	434,117	389,670	335,355		
Applications Taken		not avail	124	124	189	129	97		104	91		
Applications Approved		not avail	81	81	100	108	75		84	64		
Applications Denied		not avail	8	8	10	17	23		23	18		
Applications Withdrawn		not avail	9	9	23	26	20		15	28		
Reviews Processed		not avail	203	not avail	not avail	156						
Average Caseload per Worker		not avail	not avail									

**Note:**

<b>Work First Family Assistance</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>
Total Active Work First Cases	46	45	44	43	48	47	46	45	52		
Child Only Cases	39	39	38	37	39	38	38	38	42		
Parent	7	6	6	6	9	9	8	7	10		
Incapacitated Persons	1	1	2	2	3	1	2	1	1		
Participation Rate	25%	25%	0%	25%	0%	0%	0%	33%			
Applications Taken	4	5	6	8	7	10	3	4	5		
Applications Approved	3	2	2	1	5	7	3	2	4		
Applications Denied	1	2	1	4	3	3	3	1	1		
Applications Withdrawn	1	1	1	2	0	0	0	0	0		
Reviews Completed	3	0	3	2	3	6	8	1	1		
Cases Terminated	2	2	0	1	0	0	1	1	0		
Cases Transferred to Other Aid Prog	4	3	4	1	0	0	2	3	2		
Emergency Assistance Applications	13	37	11	0	0	10	17	10	23		
200% Applications	11	13	9	0	0	1	0	1	4		

<b>CRISIS</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>
CIP Applications Approved	11	5	37	41	99	67	59	2	8		
CIP Applications Denied	21	9	39	19	21	11	9	0	4		
CIP Balance	0	61,763	55,606	41,110	25,316	10,130	381	0	515		
LIEAP Applications Approved	0	0	0	0	0	181	27	235	1		
LIEAP Applications Denied	0	0	0	0	0	33	13	48	0		
LIEAP Balance	0	0	0		96,176	76,576	9,276	176	5,822		

Note:

<b>CHILDREN PROTECTIVE SERVICES</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>
Children in DSS Custody	7	4	4	4	3	9	9	13	11		
Reports Received	10	20	22	21	17	17	15	16	18		
Reports Accepted	6	12	11	13	12	7	7	9	9		
Abuse	2	3	3	1	0	2	1	4	0		
Neglect	8	17	19	20	17	15	14	12	18		
Dependency	0	0	0	0	0	0	0	1	0		

<b>ADULT PROTECTIVE SERVICES</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>
Wards	4	4	4	3	4	1	1	1	1		
Reports Received	1	0	2	2	0	2	3	2	3		

**Note:**

<b>MEDICAID</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>
Cases	2,569	2,549	2,560	2,599	2,582	2,646	2,615	2,605	2,554		
Individuals Served	3,139	3,128	3,145	3,202	3,187	3,196	3,225	3,209	3,032		
Applications Taken	132	163	144	101	89	86	76	38	213		
Applications Approved	82	75	77	92	58	47	46	21	32		
Applications Denied	53	64	64	51	49	37	45	42	25		
Applications Withdrawn	3	5	5	4	4	6	5	6	2		
Reviews Completed	158	151	158	176	166	124	103	82	158		
Changes	1,348	393	1,600	608	211	225	208	152	316		

<b>CHILD CARE</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>
Children Served	184	185	153	168	179	182	180	180			
Waiting List	54	63	33	20	0	0	0	8	0		
Benefit Amount	57,300	56,260	44,921	44,859	47,203	46,959	50,920	48,048	48,508		

<b>ADMINISTRATION</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>
Visitors	1,304	1,335	1,314	1,374	1,228	1,250	1,294	1,464	1,202		

Operating 9% under budget.

Currently short on MOE and underspending federal. Implementing allowable adjustments and strategies to offset as much as possible.

**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
\$1,295,607	\$2,109,788	61.41%	976	978	100.20%	100.00%	1,285	1,220	94.94%	90.00%
\$1,135,794	\$2,109,788	53.83%	976	980	100.41%	100.00%	1,292	1,232	95.36%	90.00%
\$980,757	2,109,788	46.49%	976	968	98.18%	100.00%	1,298	1,232	94.92%	90.00%
\$821,450	2,109,788	38.94%	976	963	98.67%	100.00%	1,307	1,235	94.49%	90.00%
\$666,124	\$2,109,788	31.57%	976	954	97.75%	100.00%	1,305	1,235	94.64%	90.00%
\$490,955	\$2,109,788	23.27%	976	943	96.62%	100.00%	1,304	1,238	94.94%	90.00%
\$342,065	\$2,109,788	16.21%	976	930	95.29%	100.00%	1,310	1,251	95.50%	90.00%
\$160,860	\$2,109,788	7.62%	976	916	93.85%	100.00%	1,323	1,254	94.78%	90.00%

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CURRENT SUPPORT				ARREARS				MEDICAL		
CSup due	CSup Coll	%CurCol	Goal	Cas Arr due	Cas Arr Col	%Arr	Goal	MedCase	MedSup	%Med
\$1,505,921	\$950,645	63.13%	65.02%	1,131	698	61.72%	68.23%			
\$1,320,356	\$835,276	63.26%	65.02%	1,124	670	59.61%	68.23%			
\$1,132,962	\$718,541	63.42%	65.02%	1,115	649	58.21%	68.23%	Not avail	Not avail	Not avail
\$945,326	\$599,585	63.43%	65.02%	1,108	624	56.32%	68.23%	858	731	85.20
\$755,529	\$482,090	63.81%	65.02%	1,098	599	54.55%	68.23%	854	723	84.66%
\$565,910	\$360,115	63.63%	65.02%	1,080	529	48.98%	68.23%	851	717	84.25%
\$378,070	\$243,376	64.37%	65.02%	1,067	487	45.64%	68.23%	858	719	83.80%
\$188,273	\$121,389	64.47%	65.02%	1,046	367	35.09%	68.23%	860	720	83.72%

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## MISCELLANEOUS

### Director Travels:

Annual DSS Director Legal Conference...April 8<sup>th</sup>...School of Government, Chapel Hill

NCACDSS Committee Meetings / Exe Bd.....Raleigh.....April 9, 10

New York – April 21 - 25

Mr. Hardison concluded the Director's Report.

- For Timely Important Matters Dr. Kehayes asked about Hopeline and their services to the agency. Mr. Hardison explained that the agency referred clients to Hopeline with regards to Domestic Violence and supportive services. These services would become the responsibility of the agency if the Hopeline referral was not available.

Board Chair Jack Perry asked about the status on the child support contract. The board was advised the child support contract has been delivered to the county manager for review by the county commissioners.

- The meeting was adjourned by a motion from Dr. Kehayes, seconded by Philip Thomason with a unanimous vote.

Submitted by,

Clifton Hardison, Director