

## Minutes

- The Chowan County Board of Social Services held their regular meeting on Tuesday, June 17, 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. Also present were Chowan DSS Staff, Pam Jones.
- Board Chair, Jack Perry called the meeting to order.
- Minutes of the May board meeting were approved upon a motion made by Janet Hines, seconded by Darnell White with a unanimous vote.
- There were no public comments.
- Board Training was conducted by Ms. Pam Jones. Ms. Jones is an Income Maintenance Supervisor in the Eligibility Unit. Ms. Jones explained the options available to apply for Medicaid. Those options included walk-in, mail, telephone, Medicaid Part D process generated, EPASS, Federally Facilitated Marketplace through Health Care Act, Hospital, Courtesy apps for other DSS's, and home visits. Ms. Jones concluded the training and answered questions from the board.
- The Board was informed that members Janet Hines and Darnell White's 1st term appointments will expire on June 30<sup>th</sup> or until a replacement is appointed. Ms. White was recently appointed by the County Commissioner Board and Ms. Hines appointment is in the final stages of appointment through the Social Services Commission. Both members will be sworn in for their 2<sup>nd</sup> term during the July board meeting.
- Mr. Hardison reported the following in the Director's report for the services month of May 2014:

### CHOWAN COUNTY DSS SNAPSHOT 05-14

Food and Nutrition Services		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	Jun
Active Cases		1,795	1,811	1,836	1,847	2,184	1,846		1,822	1,804	1,798	1,807	
Total Participants		3,621	3,614	3,307	2,415	4,227	3,436	4,586		2,895	3,342	2,982	
Total Benefits(124,366)	4,278,675	413,714	471,367	375,956	302,894	390,090	396,771	434,117	389,670	335,355	386,911	381,830	
Applications Taken		not avail	124	124	189	129	97		104	91	112	100	
Applications Approved		not avail	81	81	100	108	75		84	64	106	87	
Applications Denied		not avail	8	8	10	17	23		23	18	6	11	
Applications Withdrawn		not avail	9	9	23	26	20		15	28	2	3	
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>	<b>June</b>
Total Active Work First Cases	46	45	44	43	48	47	46	45	52	44	53	
Child Only Cases	39	39	38	37	39	38	38	38	42	39	39	
Parent	7	6	6	6	9	9	8	7	10	5	7	
Incapacitated Persons	1	1	2	2	3	1	2	1	1	1	1	
Participation Rate	25%	25%	25%	25%	0%	0%	0%	33%		0%		
Applications Taken	4	5	6	8	7	10	3	4	5	0	9	
Applications Approved	3	2	2	1	5	7	3	2	4	0	5	
Applications Denied	1	2	1	4	3	3	3	1	1	1	1	
Applications Withdrawn	1	1	1	2	0	0	0	0	0	0	0	
Reviews Completed	3	0	3	2	3	6	8	1	1	5	2	
Cases Terminated	2	2	0	1	0	0	1	1	0	1	3	
Cases Transferred to Other Aid Prog	4	3	4	1	0	0	2	3	2	1	4	
Emergency Assistance Applications	13	37	11	0	0	10	17	10	23	16	12	
200% Applications	11	13	9	0	0	1	0	1	4	5	8	

<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>	<b>June</b>
CIP Applications Approved	11	5	37	41	99	67	59	2	8	1	2	
CIP Applications Denied	21	9	39	19	21	11	9	0	4	1	0	
CIP Balance	0	61,763	55,606	41,110	25,316	10,130	381	0	515	272	121	
LIEAP Applications Approved	0	0	0	0	0	181	27	235	1	0	0	
LIEAP Applications Denied	0	0	0	0	0	33	13	48	0	0	0	
LIEAP Balance	0	0	-	-	96,176	76,576	9,276	176	5,822	5,822	5,822	

<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>	<b>June</b>
Children in DSS Custody	7	4	4	4	3	9	9	13	11	11	11	
Reports Received	10	20	22	21	17	17	15	16	18	18	31	
Reports Accepted	6	12	11	13	12	7	7	9	9	10	15	
Abuse	2	3	3	1	0	2	1	4	0	0	5	
Neglect	8	17	19	20	17	15	14	12	18	17	26	
Dependency	0	0	0	0	0	0	0	1	0	0	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>	<b>June</b>
Wards	4	4	4	3	4	1	1	1	1	1	2	
Reports Received	1	0	2	2	0	2	3	2	3	2	2	

<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>	<b>June</b>
Cases	2,569	2,549	2,560	2,599	2,582	2,646	2,615	2,605	2,554	2,546	2,530	
Individuals Served	3,139	3,128	3,145	3,202	3,187	3,196	3,225	3,209	3,032	3,115	3,043	
Applications Taken	132	163	144	101	89	86	76	38	213	141	75	
Applications Approved	82	75	77	92	58	47	46	21	32	90	90	
Applications Denied	53	64	64	51	49	37	45	42	25	31	41	
Applications Withdrawn	3	5	5	4	4	6	5	6	2	5	1	
Reviews Completed	158	151	158	176	166	124	103	82	158	241	314	
Changes	1,348	393	1,600	608	211	225	208	152	316	209	209	

Note: Totals do not include MAGI cases or applications. There is no report at this time to identify those cases. The stats are not 100% reliable.

<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>	<b>June</b>
Children Served	184	185	153	168	179	182	180	180	173	197	194	
Waiting List	54	63	33	20	0	0	0	8	0	0	0	
Benefit Amount	57,300	56,260	44,921	44,859	47,203	46,959	50,920	48,048	48,508	54,853	57,138	

<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>	<b>June</b>
Visitors	1,304	1,335	1,314	1,374	1,228	1,250	1,294	1,464	1,202	1,171	1,134	

Operating 11% under budget

Currently short 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	
\$1,866,254	\$2,109,778	88.46%	976	1009	103.38%	100.00%	1283	1223	95.32%	90.00%	05-14
											04-14
\$1,488,925	\$2,109,788	70.57%	976	989	101.33%	100.00%	1292	1212	93.81%	90.00%	03-14
\$1,295,607	\$2,109,788	61.41%	976	978	100.20%	100.00%	1285	1220	94.94%	90.00%	02-14
\$1,135,794	\$2,109,788	53.83%	976	980	100.41%	100.00%	1292	1232	95.36%	90.00%	01-14
\$980,757	\$2,109,788	46.49%	976	968	99.18%	100.00%	1298	1232	94.92%	90.00%	12-13
\$821,450	\$2,109,788	38.94%	976	963	98.67%	100.00%	1307	1235	94.49%	90.00%	11-13
\$666,124	\$2,109,788	31.57%	976	954	97.75%	100.00%	1305	1235	94.64%	90.00%	10-13
\$490,955	\$2,109,788	23.27%	976	943	96.62%	100.00%	1304	1238	94.94%	90.00%	9-13
\$342,065	\$2,109,788	16.21%	976	930	95.29%	100.00%	1310	1251	95.50%	90.00%	8-13
\$160,860	\$2,109,788	7.62%	976	916	93.85%	100.00%	1323	1254	94.78%	90.00%	7-13

CURRENT SUPPORT				ARREARS				MEDICAL			
CSup due	CSup Coll	%CurCol	Goal	Cas Arr due	Cas Arr Col	%Arr	Goal	MedCase	MedSup	%Med	
\$2,073,989	\$1,318,617	63.58%	65.02%	1173	795	67.77%	68.23%				05-14
											04-14
\$1,689,030	\$1,068,758	63.28%	65.02%	1137	727	63.94%	68.23%	843	708	83.99%	03-14
\$1,505,921	\$950,645	63.13%	65.02%	1131	698	61.72%	68.23%				02-14
\$1,320,356	\$835,276	63.26%	65.02%	1124	670	59.61%	68.23%				01-14
\$1,132,962	\$718,541	63.42%	65.02%	1115	649	58.21%	68.23%	not avail	not avail	not avail	12-13
\$945,326	\$599,585	63.43%	65.02%	1108	624	56.32%	68.23%	858	731	85.20%	11-13
\$755,529	\$482,090	63.81%	65.02%	1098	599	54.55%	68.23%	854	723	84.66%	10-13
\$565,910	\$360,115	63.63%	65.02%	1080	529	48.98%	68.23%	851	717	84.25%	9-13
\$378,070	\$243,376	64.37%	65.02%	1067	487	45.64%	68.23%	858	719	83.80%	8-13
\$188,273	\$121,389	64.47%	65.02%	1046	367	35.09%	68.23%	860	720	83.72%	7-13

**MISCELLANEOUS**

Director Travels:

July 7<sup>th</sup> thru 10<sup>th</sup> – Planning Conference NCACDSS – Concord, NC.

Mr. Hardison concluded the Director's Report.

- For Timely Important Matters Mr. Hardison will update the board on procedures for taking a child into DSS custody and update the board on a current CPS issue regarding a foster child and caretakers at the July board meeting.
- The meeting was adjourned by a motion from Janet Hines, seconded by Philip Thomason with a unanimous vote.

Submitted by,

Clifton Hardison, Director