

# Minutes

- The Chowan County Board of Social Services held their regular meeting on Tuesday, September 10, 2013 at 8:00am at the Chowan County Department of Social Services. In attendance were board members Janet Hines, Philip Thomason, Dr. Alex Kehayes, and DSS Director Clifton Hardison.
- Vice Board Chair, Janet Hines called the meeting to order.
- Minutes of the August meeting were approved upon a motion made by Dr. Alex Kehayes, seconded by Philip Thomason with a unanimous vote.
- There were no public comments.
- Board Training was conducted by Ms. Cheri Blount. Ms. Blount is a supervisor in the Eligibility Unit. The training concentrated on the short-term services and benefits in the Work First Program. Ms. Jones's training is outlined as follows:
  - Benefit Diversion
  - Emergency Assistance
  - Below 200% of Poverty

Ms. Blount explained the purpose of the short-term assistance programs to include the eligibility criteria.

Ms. Blount concluded the training and answered questions from the board.

- Mr. Hardison reported the following in his Director's report for the services month of August 2013:

## CHOWAN COUNTY DSS SNAPSHOT 8-13

Food and Nutrition Services		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Active Cases		1,795	1,811										
Total Participants		3,621	3,614										
Total Benefits	885,081	413,714	471,367										
Applications Taken		not avail	124										
Applications Approved		not avail	81										
Applications Denied		not avail	8										
Applications Withdrawn		not avail	9										
Reviews Processed		not avail	203										
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										
Child Only Cases	39	39										
Parent	7	6										
Incapacitated Persons	1	1										
Participation Rate	25%											
Applications Taken	4	5										
Applications Approved	3	2										
Applications Denied	1	2										
Applications Withdrawn	1	1										
Reviews Completed	3	0										
Cases Terminated	2	2										
Cases Transferred to Other Aid Prog	4	3										
Emergency Assistance Applications	13	37										
200% Applications	11	13										

<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										
CIP Applications Denied	21	9										
CIP Balance	0	61,763										
LIEAP Applications Approved	0	0										
LIEAP Applications Denied	0	0										
LIEAP Balance	0	0										

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>	<b>June</b>
Children in DSS Custody	7	4										
Reports Received	10	20										
Reports Accepted	6	12										
Abuse	2	3										
Neglect	8	17										
Dependency	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										
Reports Received	1	0										

<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										
Individuals Served	3,139	3,128										
Applications Taken	132	163										
Applications Approved	82	75										
Applications Denied	53	64										
Applications Withdrawn	3	5										
Reviews Completed	158	151										
Changes	1,348	393										

<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	not avail										
Waiting List	54	not avail										
Benefit Amount	57,300	not avail										

<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										

Operating 18% under budget

**CHOWAN COUNTY DSS SNAPSHOT 8-13**

**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
\$160,860	\$2,109,788	7.62%	976	916	93.85%	100.00%	1323	1254	94.78%	90.00%

8-13 Not Available  
7-13

CURRENT SUPPORT				ARREARS				MEDICAL		
CSup due	CSup Coll	%CurCol	Goal	Cas Arr due	Cas Arr Col	%Arr	Goal	MedCase	MedSup	%Med
\$188,273	\$121,389	64.47%	65.02%	1046	367	35.09%	68.23%	860	720	83.72%

8-13 Not Available  
7-13

**MISCELLANEOUS**

Director Travels:

Sept 10 thru 12 - Committee/Executive Bd Meeting - Raleigh, NC

Mr. Hardison concluded his report.

- In Timely and Important Matters, Dr. Kehayes expressed the desire to see current information on Medicaid Vendors and expenses. Mr. Hardison stated he will look into having information available at the next board meeting. It was also noted that wireless services had been installed at the agency since the last board meeting.
- The meeting was adjourned upon a motion made by Dr. Alex Kehayes, seconded by Philip Thomason with a unanimous vote.

Submitted by,

Clifton Hardison, Director