

Chowan County DSS Regular Board Minutes for October 21, 2014

The Chowan County Board of Social Services held their regular meeting on Tuesday, October 21, 2014 at 8:00am at the Chowan County Department of Social Services. In attendance were board members Jack Perry, Janet Hines, Darnell White, Dr. Alex Kehayes, Philip Thomason, and DSS Director Clifton Hardison.

Board Chair, Jack Perry called the meeting to order.

Minutes of the September 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 members were introduced to new staff member, Stacy Hoggard. Ms. Hoggard is assigned to the Eligibility Unit to manage FNS and Medicaid cases. Ms. Tina Broome was also introduced to the board as a new Lead Worker for the agency in the Eligibility Unit.

Board Training was conducted by Letecia Loadholt. Ms. Loadholt is the agency's Social Work Supervisor. Ms. Loadholt updated the board on the current Foster Care status of the agency. Ms. Loadholt explained the current dynamics of families we are serving to include agency requirements. The board was informed of a recent verbal threat from a case participant towards the agency and the steps taken to ensure staff safety. Ms. Loadholt concluded the training and answered questions from the board.

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

<b>Food and Nutrition Services</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Yr Avg</b>							
Active Cases	1,818	1,799	1,796	1,848							
Total Participants	3,343	3,284	3,263	3,386							
Total Benefits	1,127,190	385,041	374,144	368,005	377,729						
Applications Taken	113	90	104	113							
Applications Approved	95	70	90	88							
Applications Denied	9	11	17	15							
Applications Withdrawn	7	1	4	13							
Reviews Processed	not avail	not avail	181								

**Note:** Program being administered satisfactory. Benefits are being issued timely. Data is not available in NCFAS for Reviews Processed. Stats submitted are the supervisor estimates.

<b>Work First Family Assistance</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Yr Avg</b>							
Total Active Work First Cases	46	42	39	46							
Child Only Cases	37	36	35	38							
Parent	9	6	4	7							
Incapacitated Persons	0	0	0	1							
Participation Rate	0%	100%		15%							
Applications Taken	1	4	10	6							
Applications Approved	1	0	6	4							
Applications Denied	0	1	2	2							
Applications Withdrawn	0	0	8	1							
Reviews Completed	2	2	5	3							
Cases Terminated	0	0	1	1							
Cases Transferred to Other Aid Prog	3	2	0	2							
Emergency Assistance Applications	4	41	22	15							
200% Applications	18	12	15	6							

**Note:** Participation Rate cannot be accurately determined. Workfirst has been transferred into NCFast. Currently participation hours worked for a month cannot be entered into NCFast. Supervisor estimate for August is 100%.

There are four active Work First Employment clients. Client #1 is currently working 16 hrs a week doing landscaping and 4 hours in Job Search. Client #2 was terminated but now back in program. Attending parenting classes, mental health counseling, and waiting on Physical Therapist License to be approved. Client #3 is pregnant. Attending tutoring classes at COA and conducting job search activities. Client #4 has just entered the program. Babysitting and conducting Job Search.

<b>CRISIS</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Yr Avg</b>							
CIP Applications Approved	20	47	5	29							
CIP Applications Denied	11	21	10	9							
CIP Balance	6,620	59,312	58,799	n/a							
LIEAP Applications Approved	0	0	0	n/a							
LIEAP Applications Denied	0	0	0	n/a							
LIEAP Balance	0	0	0	0							

**Note:** Initial allocation of CIP Funds were \$75,382 minus current expenditures of \$16,807.49 equals balance of \$58,574.51 as of 10-16-14.

<b>CHILDREN PROTECTIVE SERVICES</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Yr Avg</b>							
Children in DSS Custody	15	15	15	11							
Reports Received	12	19	18	19							
Abuse	0	4	1	1							
Neglect	12	15	17	18							
Dependency	0	0	0	0							
CPS Cases Open											
Abuse	0	3	0								
Neglect	6 (3 Fwd)	5 (2 fwd)	9 (2 fwd)								
Dependency	0	0	0								
CPS Cases Closed											
Abuse	1	0	2								
Neglect	10	5	4								
Dependency	0	0	0								
Total CPS Caseload											
Invest/Access/treat/In-Home	6	9	7								
Foster Care	15	15	15								
Adoption Assistance	8	8	8	8							
Foster Home License	8	8	9	9							

Notes: As of October 17th Chowan County has 19 children in custody. There are five sibling groups of 2,4,3,4 & 4. Individual children count is two.  
As of October 17th four Foster Home Placements are being utilized. Two placements are for Martin County. One placement is one child and the other placement is a sibling group of two.

<b>ADULT PROTECTIVE SERVICES</b>		<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Yr Avg</b>								
Reports Received													
	Abuse	0	0	0									
	Neglect	5	7	1									
	Exploitation	0	1	1									
APS Cases Opened													
	Abuse	0	0	0									
	Neglect	1	2	0									
	Exploitation	0	1	0									
APS Cases Closed													
	Abuse	0	0	0									
	Neglect	2	0	2									
	Exploitation	0	0	1									
Total Adult Services Caseload													
	APS	0	3	0									
	Indiv/Family Services	0	0	2									
	Guardianship Cases	3	2	1	2								
	Adult Day Care Cases	3	3	3									

Notes: Chowan County has 7 allocated Special Assistance slots. One slot is available.

<b>MEDICAID</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Yr Avg</b>									
Individuals Served	3,000	2,968	3,580	3,150									
Applications Taken	54	20	93	87									
Applications Approved	29	26	91	55									
Applications Denied	33	16	30	37									
Applications Withdrawn	2	0	8	4									
Reviews Completed	254	129	115	181									
Changes	209	196	339	262									

Note: Data based upon best available reports and supervisor estimate. Data not 100% accurate.





PROGRAM INTEGRITY		July	Aug	Sept							
Overdue- Curr Month		4									
	FNS	0	0	4							
	Medicaid	0	0	0							
	TANF	0	0	0							
	AFDC	0	0	0							

Note: Four overdues for September due to pending Administrative Disqualification Hearings.

**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	
											06-15
											05-15
											04-15
											03-15
											02-15
											01-15
											12-14
											11-14
											10-14
\$516,994	\$2,048,479	25.24%	955	905	94.76%	100.00%	1250	1201	96.08%	90.00%	9-14
\$350,268	\$2,048,479	17.10%	955	896	93.82%	100.00%	1255	1207	96.18%	90.00%	8-14
\$188,786	\$2,048,479	9.22%	955	887	92.88%	100.00%	1262	1213	96.12%	90.00%	7-14

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
											12-14
											11-14
											10-14
\$564,239	\$372,143	65.95%	64.19%	1027	548	53.36%	68.72%	835	720	86.23%	9-14
\$378,212	\$250,203	66.15%	68.72%	1017	456	44.84%	68.72%				8-14
\$189,580	\$128,458	67.76%	64.19%	996	351	35.24%	68.72%				7-14

**MISCELLANEOUS**

Director Travels:

November 12 & 13 NCACDSS Committee meetings/Executive Board-Raleigh

November 18 thru 21/budget training/Directors Regional Meeting/ Pine Knoll Shores

Mr. Hardison concluded the Director's Report.

In Timely and Important Matters the board agreed to furnish chicken and fish for the agency's November meal in appreciation of staff. The staff will provide the side dishes.

The meeting was adjourned by a motion from Janet Hines, seconded by Philip Thomason with a unanimous vote.

Submitted by,

Clifton Hardison, Director