

Minutes

- The Chowan County Board of Social Services held their regular meeting on Tuesday, November 12, 2013 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 October 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. Letecia Newton. Ms. Newton is the Social Worker Supervisor for the agency. Ms. Newton supervises Children Protective Services, Adult Protective Services, and Subsidized Child Care Services. The training concentrated on Subsidized Child Care Services.

Ms. Newton provided the following information to the board for discussion:

Priority for Services

- 1 Child Protective Services (CPS); children in DSS custody and Child Welfare Services (CWS).
- 2 Active Work First Employment Services (WFES) clients with a signed Mutual Responsibility Agreement (MRA).
- 3 Teen parents, 19 and under who are still in high school or attending College of The Albemarle to obtain their General Education Development (GED) or Adult High School Diploma (AHS) or attending College of The Albemarle Gateway to College Program.
- 4 Non-Work First Family Assistance recipients to support their employment.
- 5 Children needing child care to support their social, emotional, and cognitive development.
- 6 Families needing child care to support training, GED or post-secondary education leading to employment.

Waiting List Procedures

Reduction in Services

Transportation

County-Resident Status

Part-Time Care vs Full-Time Care

Registration Fees

Parental Fees

Non-Payment of Parental Fees

Late Fees

Switching Providers

Emergency Closing/Inclement Weather

Attendance Report

Absences

Payment Schedule

Payment Policies

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

CHILD CARE	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	Jun
Children Served	184	185	153	not avail								
Waiting List	54	63	33	not avail								
Benefit Amount	57,300	56,260	44,921	not avail								

ADMINISTRATION	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	Jun
Visitors	1,304	1,335	1,314	1,374								

Operating 16% under budget

CHOWAN COUNTY DSS SNAPSHOT 10-13

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	
\$490,955	\$2,109,788	23.27%	976	943	96.62%	100.00%	1,304	1,238	94.94%	90.00%	9-13
\$342,065	\$2,109,788	16.21%	976	930	95.29%	100.00%	1,310	1,251	95.50%	90.00%	8-13
\$160,860	\$2,109,788	7.62%	976	916	93.85%	100.00%	1,323	1,254	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	
\$565,910	\$360,115	63.63%	65.02%	1,080	529	48.98%	68.23%	851	717	84.25%	9-13
\$378,070	\$243,376	64.37%	65.02%	1,067	487	45.64%	68.23%	858	719	83.80%	8-13
\$188,273	\$121,389	64.47%	65.02%	1,046	367	35.09%	68.23%	860	720	83.72%	7-13

MISCELLANEOUS

Director Travels:

NCACDSS Committee Meetings / Exe Bd....Raleigh.....Nov 12-14
 Eastern Regional Directors Meeting.....Pine Knoll Shores... Nov 19-22

Mr. Hardison concluded his report.

- In Timely and Important Matters the board agreed that no hard copies of paper documents were required at the board meeting if those documents can be delivered to the board members electronically.
- The meeting was adjourned upon a motion made by Janet Hines, seconded by Philip Thomason with a unanimous vote.

Submitted by,

Clifton Hardison, Director