

DURHAM COUNTY BOARD OF SOCIAL SERVICES
Minutes
February 22, 2012

The Durham County Board of Social Services held its regular meeting on Wednesday, February 22, 2012 8:30 a.m., at Duke Street in Conference Room 2221. The following DSS Board Members were in attendance: Chairman Stan Holt, Vice Chairman Commissioner Joe W. Bowser, Board member Newman Aguiar, Board member Jane Volland and Board member Dr. Tara L. Fikes.

The DCDSS Department was represented by the following: Interim Director Gail Perry, Mr. John Holtkamp, Ms. Antonia Pedroza, Ms. Rhonda Stevens, Mrs. Catherine Williamson-Hardy, Ms. Linda Hicks, Mrs. Lynn Thomas, Mr. David Elin, Ms. Betty Hughes, Mr. Bob Wallace, Mrs. Cynthia Cason, Mrs. Pinkie Davis-Boyd, Ms. Mary Flounoy, Ms. Shauna Shaw, Ms. Rose Marie Johnson, Ms. Jovetta Whitfield and Ms. Montrella R. Springfield.

Assistant County Attorney Danielle Briggs and Interim HR Director Elaine Hyman and HR Manager Yvette Leonard attended the Board meeting.

Members of the public: Ms. Virginia Bridges from the News and Observer, Ms. Melody Butts from the Herald-Sun and Ms. Megan Facer from Youth Villages were present.

Board Chair Stan Holt called the meeting to order. Attendees were asked for a brief introduction.

Agenda

The agenda was revised to move the Director Search Process following public comments.

Public Comments

No public comments.

Director Search Process - Elaine Hyman & Yvette Leonard Human Resources

Assistant County Attorney Danielle Briggs reminded the Board to discuss the general process of the recruitment. Detail discussion should be held in closed session.

Human Resources staff provided current recruitment status to the DSS Board. After reviewing the information, Board member Newman Aguiar offered a motion to extend the recruitment until March 31, 2012 pending proposal to consider other options. The motion was seconded by Board member Jane Volland. The motion was approved by a unanimous vote. Board member Jane Volland will schedule a closed session with Human Resources staff at a later date.

The DSS Board will continue discussion with Human Resources on how to institute staff in the interview process.

Approval of Minutes

A motion was made by Board Member Aguiar and seconded by Board member Jane Volland to accept the January minutes with a noted correction (Durham was changed to Wake). The January 25, 2012 minutes were approved with a correction on page one, by an unanimous vote. A motion was made by Board Member Aguiar and seconded by Board member Jane Volland to accept the minutes from the special meeting in February with correction on page two, changed direction to director. The minutes from the February 16, 2012 special meeting were approved by a unanimous vote.

Interim Director's Report (Written Report) - Gail Perry

- Interim Director Perry presented on Black History Month.
- Written report in the board packet.

Assistant Director's Report

Budget - Antonia Pedroza

Increases will be requested based on the average spending the past three years.

- Increase in administration include postage, data packages for Smart Phones, gas, security at DACCA, printers, software licenses, maintenance fees and the DMI project.
- Increases in services include Homelessness Prevention, Safety Net Child Care and Adult Guardian Services.
- Public Assistance will increase in Foster Care.
- Increase in Child Support, TANF cuts, child administration cuts and Medicaid transportation.
- Vice Chair Bowser acknowledged the presentation Ms. Perry submitted at the Board Retreat.
- Board Member Aguiar conveyed gratitude to the Leadership Team.
- The budget template should be available March 5, 2012.
- A motion to accept the proposed budget request was made by Board member Newman Aguiar and seconded by Board member Jane Volland. The DSS Board approved the proposed budget request by a unanimous vote.
- Written report included in board packet.

Board member Aguiar emphasized being a part of the discussion with the City of Durham due to a grant received from IBM. He will make the connections and forward information.

Durham CAN is in the process of organizing a meeting to discuss transportation.

DSS Board Report

- The County Officials will meet with the Legislative Official in March.
 - Chair Holt will craft a letter to the County Commissioners which will include items of discussion from DSS.
 - Forward information to the Chair and he will work with Interim Director Perry and the Management Team
- Chair Stan Holt informed the Board the Child Care Task Force report was submitted to the Board of County Commissioners by the County Manager.
- Board & Staff Communication
 - Each has different access of information through the grapevine.
 - Forward information to the DSS Board and Interim Director.
 - The DSS Board and Interim Director will communicate information to required parties.

Family Economic Independence - Rhonda Stevens (Written Report)

- Two hundred sixty children being served for More at Four approved by the Governor.
- Written report included in board packet.

Family Safety and Permanency - John Holtkamp

- Board members congratulated John Holtkamp on his new assignment.
- Mr. Holtkamp has accepted another position outside the agency.
- Board member Volland stressed the leadership Mr. Holtkamp provided with Disproportionality.
- Board member Aguiar pointed out the meeting scheduled for HSAP Coordinator Intake for the homeless.
- Written report included in board packet.

Customer Accountability Division - Catherine Williamson-Hardy

- Question concerning the increase of dropped telephone calls. The increase was due to the increase of telephone calls to the agency.
- Written Report included in board packet.

RBA for Medicaid - Cynthia Cason

- Approximate 43,022 recipients received Medicaid and Health Choice.
- The State's goal is 75.75% of Medicaid Recipients enrolled in Managed Care. Durham County DSS has exceeded this goal for the past three fiscal years.
- All Adult and Family & Children's Medicaid records have been imaged.
- Staff Use Staff Pro to manage client intake.
- Continue to use Televoxx for Reminder calls to clients who re-enrollments are due and clients who need to select a Medical Home.
- Family and Children Income Maintenance Caseworker's caseloads are approximate 1200 per worker.
- Adult Medicaid Income Maintenance Caseworker's caseloads are approximately 350 per worker.
- Ms. Cason invited the DSS Board to come and shadow staff.
- Board members acknowledged the exceptional work.

Board member Newman Aguiar inquired about an employee survey to see how staff sense the agency's status. Chair Holt reminded the Board a survey was completed by staff in July. Board member

Fikes thinks the timing is not beneficial and asked to place on hold. Assistant County Attorney Briggs pointed out the Board should work with the Director. Assistant County Attorney Briggs will provide a copy of the survey. Board member Volland acknowledged she understood the request from the member.

Chair Stan Holt asked for additional comments or questions. A motion was made by Board member Aguiar and seconded by member Jane Volland to adjourn the regular meeting.

Respectfully submitted

Chairperson

Date

Secretary to the Board

Date