

DURHAM COUNTY BOARD OF SOCIAL SERVICES
Work Session Minutes
April 8, 2013

The Durham County Board of Social Services held a work session on Monday, April 8, 2013 9:00 a.m., via conference call and the meeting location for the public was 220 East Main Street conference room 609 Right. The following DSS Board Members were in attendance: Chair Newman Aguiar, Helen J. Berry, Jane Volland and Commissioner Wendy Jacobs.

Vice Chair Dr. Tara L. Fikes excused absence.

The DCDSS Department was represented by the following: Director Michael Becketts and Montrella Springfield.

Chair Newman Aguiar called the work session to order.

No public comments.

One amendment to the agenda was added to discuss Morehead Hills Senior Complex Issue.

Morehead Hills Senior Complex

Clients residing at Morehead Hills Senior Complex received notice effective June 1, 2013 utilities will be eliminated from the monthly rent. Clients will be responsible for paying utilities in addition to monthly rent which will not decrease. There are approximately seventy-five units in the complex which house disabled and elderly citizens.

Director Becketts informed the Board, emergency assistance may be needed to assist with paying deposits and additional cost. State and Duke Shareholders funds are available to assist with cost. Staff will setup at Morehead Hills to assist clients with applications if required.

Commissioner Jacobs made contact with Duke Energy. Information has been forwarded to the Deputy County Manager. Director Becketts will contact Keith Chadwell at the City of Durham, Dallas Parks at Durham Housing Authority, Senior Center for Life and Legal Aide. Information will be forwarded to the Board. This will be added to the April Proposed Agenda.

Director's Evaluation

Director Becketts consulted with the Human Resource Director regarding work plan elements for the DSS Director. It was suggested there be immediate attention given to identify the performance measures from August to February. Director Becketts distributed a draft of the Director's Work Plan to the Board for review. One modification under Effective Communications will be inserted.

Chair Aguiar will forward the DSS Board and Director a copy of the template on the Health and Human Services website.

Director Becketts will send a draft of the work plan with the monthly report.

Mission, Value and Vision Statements Revision

- Board member Helen Berry volunteered to review the information from the Board Retreat and provide a summary. Board member Jane Volland will assist. The summary will be forwarded to Chair Aguiar.
- A Committee consisting of staff from all levels has been selected and will be invited to the April Board Meeting.
- Director Becketts and a board member will facilitate the discussion.

Task Assigned

1. Chair will forward report from the North Carolina Board of Social Services to the Board and Director.
2. Retreat Summary - Board member Helen Berry and Chair Newman Aguiar
3. Board member Jane Volland will contact Vice Chair Tara Fikes to update her on the meeting.
4. Director will update the April Agenda.

DSS Board April Regular Scheduled Meeting Agenda

1. Budget Updates
2. Action Items
3. New Business
 1. Morehead Hill Complex Issue Update
 2. Criminal Background Check for Public Assistance Benefits.
 3. Medicaid Providers
 4. Missions, Values and Missions Statements

Chair Newman Aguiar moved to adjourn the work session. Members of the DSS Board agreed and the work session was adjourned at 10:50 am.

Respectfully submitted

Chairperson

Date

Secretary to the Board

Date