

DELLA SWEAT
DIRECTOR



TELEPHONE
(910) 875-8725

FAX
(910) 875-1068

**MINUTES FOR MEETING OF
THE HOKE COUNTY DEPARTMENT OF SOCIAL SERVICES BOARD**

JUNE 28, 2016

A meeting of the Hoke County Department of Social Services (the “*Board*”) was held at 4:00 p.m. Daylight Saving Time on June 28, 2016 in the Conference Room located in the County Department of Social Services (T.B. Lester, Jr. Building) at 314 South Magnolia Street, Raeford NC, pursuant to notice duly given. The following Board Members (“**BM**”), constituting a quorum, were present:

Carl Pevia, Chair
Bill Evans
Allen Thomas, Jr.
Shirley Wright

Also present representing the Department were Della Sweat, Director of the Hoke County Department of Social Services; Jose Coker, Department of Social Services Attorney; Tammy Brewer, Supervisor for Family Support Services; Barbara Mena-Peña, Administrative Officer; and Ellen Leichliter, Administrative Assistant.

Chair Pevia called the meeting to order at 4:00 p.m. Thereafter, Chair Pevia asked BM Shirley Wright to give the invocation. Chair Pevia noted there were no public comments. Chair Pevia asked for a motion to approve the consent agenda. BM Wright made a motion to approve the consent agenda consisting of (a) the May 23, 2016 minutes; and b) the next meeting date of July 25, 2016. BM Evans seconded the motion. The vote was unanimous. Chair Pevia welcomed visitors to the meeting.

Chair Pevia invited Ms. Brewer to present the Energy Programs Outreach Plan for Low Income Energy Assistance Program (LIEAP) and Crisis Intervention Program (CIP). The Board discussed the plan. BM Wright made a motion to approve the Energy Programs Outreach Plan. BM Thomas seconded the motion. The vote was unanimous. BM Thomas gave a shout-out message of appreciation to Ms. Brewer. BM Thomas expressed that a local senior citizen was facing a life changing incident with her lights being cut off in the next few days when he contacted Ms. Brewer for assistance. BM Thomas said the client met with Ms. Brewer and the problem was solved through the agency’s resources. BM Thomas thanked Ms. Brewer.

Chair Pevia asked Director Sweat for the Work First Summit discussion. Director Sweat brought forth the document in the Board packet titled "Overview of the TANF / Work First Program". Director Sweat advised this is not a new program as it replaced the AFDC (welfare check) program. Director Sweat, Ms. Brewer and two (2) of their staff recently attended the Work First Summit. Director Sweat informed the Board through this program the State and Federal partners put people to work with a maximum five (5) year period. Director Sweat stated the County partners with the NC Works (formerly the Employment Security Commission) and the Workforce Investment Opportunities (through the Work Investment Act - WIA). The Able Bodied Adults without Dependents (ABAWA) requirements for Food and Nutrition will be in effect July 1st. Qualified clients may need education or training through our community college partners. Director Sweat said that transportation could be a barrier for clients; Hoke Area Transit Service (HATS) is open to the general public. The Board discussed the HATS resources.

Chair Pevia asked for the Director's comments. Director Sweat said the recent budget meeting resulted in good news as the County Commissioners approved for us to have three (3) additional new permanent positions. Director Sweat shared we were approved for a total of four (4) new permanent positions: one (1) Income Maintenance Family and Children Medicaid Caseworker I; one (1) Income Maintenance Adult Medicaid Caseworker II; one (1) Income Maintenance Lead Caseworker III; and one (1) Office Assistant II Receptionist; as well as three (3) time-limited positions for FY2016-2017. Director Sweat shared that the budget was approved as submitted. Director Sweat said that Chair Pevia was re-appointed to the Board. Director Sweat said she served for two (2) years as Secretary of the North Carolina Directors Association and effective June 30th she is no longer on the executive committee. Director Sweat listed the vacant positions: one (1) Personnel Technician; one (1) Income Maintenance Caseworker II; and one (1) Income Maintenance Caseworker I. Chair Pevia asked if the exit questionnaires for these vacancies will be shared with the Board. Director Sweat concurred they will be shared in a closed session at the next meeting. The Board discussed the time-limited positions. Chair Pevia asked for any comments. BM Thomas thanked the Board for their assistance with the hard work to obtain these new permanent and time-limited positions. Chair Pevia stated there will be expectations by the County Commissioners to see greater results due to the new positions.

Chair Pevia asked for a motion for a closed session to discuss a personnel matter. BM Wright made a motion to go into a closed session to consider issues with personnel per N.C.G.S. 143-318.11, which was seconded by BM Evans. The vote was unanimous. Those in attendance during the closed session included Chair Pevia, BM Wright, BM Evans, BM Thomas, Director Sweat and Mr. Coker. BM Evans made a motion to exit the closed session which was seconded by BM Wright. The vote to exit closed session was unanimous. No action was taken.

Chair Pevia acknowledged July 25, 2016 as the next meeting date. Chair Pevia asked for a motion to adjourn. BM Thomas made a motion to adjourn which was seconded by BM Evans. The vote was unanimous.

Carl Pevia, Chairman

Della Sweat, Secretary

Date