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**MINUTES FOR MEETING OF  
THE HOKE COUNTY DEPARTMENT OF SOCIAL SERVICES BOARD  
MARCH 27, 2017**

A meeting of the Hoke County Department of Social Services (the “*Board*”) was held at 4:00 p.m. Daylight Saving Time in the Commissioners Room located in the County Administration Building (Pratt Building) at 227 N. Main St, Raeford NC, pursuant to notice duly given. The following Board Members (“*BM*”), constituting a quorum, were present:

Carl Pevia, Chair  
Charlotte Kelly, Vice-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; 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 Thomas to give the invocation. Chair Pevia noted there were no public comments. Chair Pevia asked for a motion to approve the consent agenda. Vice-Chair Kelly made a motion to approve the consent agenda consisting of (a) the February 23, 2017 minutes; and (b) the next meeting date of April 24, 2017. BM Wright seconded the motion. The vote was unanimous.

Chair Pevia invited Director Sweat to deliver the FY2017-2018 budget presentation. Director Sweat guided the Board through the budget highlights (including the budget summary, staff and funding updates, capital outlay and detail of updates compared with FY2016-2017). Director Sweat advised the Sandhills Mental Health Center, a local management entity-Managed Care Organization (LME-MCO), has ten slots (10) available for our county’s wards. Eligibility will be determined based on the diagnosis. Director Sweat asked Mrs. Mena-Peña to continue the budget discussion. Mrs. Mena-Peña informed the Board that the county manager’s budget deadline is April 25<sup>th</sup>. Mrs. Mena-Peña brought forth the forecasted expenditures and revenues presentation with explanation of amounts greater than five percent (>5%) as compared to the FY2016-2017 budget. The Board

discussed the projected budget. BM Thomas asked will the agency have a contingency plan anticipating possible cuts based on the federal budget. Chair Pevia asked Director Sweat to create and send the Board a priority list from ten to one (10-1) should cuts be requested by the county manager. Chair Pevia asked for a motion to recommend approval to the County Commissioners the FY2017-2018 budget. BM Thomas made a motion to approve the FY2017-2018 budget as written to send to the county manager no later than April 25th. The motion was seconded by Vice-Chair Kelly; the vote was unanimous.

Chair Pevia asked for the Director's comments. Director Sweat advised due to the promotion of Ms. Maria Ramirez to the Food Nutrition Services Supervisor position, the Income Maintenance Lead Caseworker III position is vacant. Director Sweat said a Social Worker III position in Foster Care and Adoptions is vacant due to a retiree. Director Sweat said interviews are beginning for the Social Worker I/A & T vacancy in Child Protective Services. The Board discussed Director Sweat's comments.

Chair Pevia advised that BM Wright's second consecutive three-year term will expire June 30, 2017. Chair Pevia said there is a notice that will be published for the state appointed position. Chair Pevia stated that Vice-Chair Kelly's first three-year term will expire June 30, 2017. Chair Pevia said that he will ask the County Commissioners to reappoint Vice-Chair Kelly to the Board for another three-year term. No action was taken.

Chair Pevia asked for a motion for a closed session to discuss a personnel matter. BM Thomas made a motion to go into a closed session to discuss a personnel matter and confidential information per N.C.G.S. 143-318.11, which was seconded by Vice-Chair Kelly. The vote was unanimous. Those in attendance during the closed session included Chair Pevia, Vice-Chair Kelly, BM Wright, BM Evans, BM Thomas, Director Sweat and Mr. Coker. Chair Pevia made a motion to exit the closed session which was seconded by BM Thomas. The vote to exit closed session was unanimous.

Chair Pevia acknowledged April 24, 2017 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.

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Carl Pevia, Chairman

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Della Sweat, Secretary

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Date