

BECKY MORROW  
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**MINUTES FOR MEETING OF**  
**THE HOKE COUNTY DEPARTMENT OF SOCIAL SERVICES BOARD**  
**JANUARY 29, 2018**

A meeting of the Hoke County Department of Social Services (the “*Board*”) was held at 4:00 p.m. on January 29, 2018 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.  
Brenda Branch

Also present representing the Department were Becky Morrow, Interim Director of the Hoke County Department of Social Services; Jonathan Charleston, Department of Social Services Attorney; Tammy Brewer, Social Work 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 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 December 18, 2017 minutes; and (b) the next meeting date of February 19, 2018. BM Thomas seconded the motion. The vote was unanimous.

Chair Pevia asked Ms. Brewer to present the Day Care discussion. Ms. Brewer presented the December 2017 statistics for DCDEE (Division of Child Development and Early Education) including the amount of \$200,621.90 for non-Smart Start and the \$15,850.00 for Smart Start; a total of \$216,471.90 with a spending coefficient of 104%. Non-Smart Start unexpended funds were \$946,861.00; Smart Start unexpended funds were \$37,254.00. Ms. Brewer shared the discussion she had with the state’s DCDEE consultant regarding her spreadsheet vs. the state’s spreadsheet used for tracking spending and discovered the state’s manual was missing a step. Ms. Brewer was able to reconcile her tracking sheet with

the state's through this information. Interim Director Morrow stated we are overspending so we started a waiting list in January 2018. Interim Director Morrow said we will monitor the spending as well as take the remaining unexpended fund amounts and divide by the number of months remaining in the current fiscal year to determine the monthly amount available to spend. Chair Pevia asked how many children are on the waiting list. Ms. Brewer stated we had twelve (12) as of January 26, 2018. Ms. Brewer also stated the spending will depend on the providers keying their attendance sheets directly into the NC Fast system and that there is an issue with over payments/under payments the county cannot view. BM Thomas said this problem is much better than the problem we had six (6) months ago regarding DCDEE spending. BM Thomas also said it is good that we caught it quickly in order to make adjustments. BM Thomas expressed that this scenario is better than having a waiting list of two hundred (200) with a ninety percent (90%) coefficient. The Board agreed that they want to be kept informed.

Chair Pevia asked Interim Director Morrow for the Medicaid Special Assistance audit update. Interim Director Morrow advised the Board the preliminary report results are the state checked twenty (20) cases. Of the twenty (20) cases, thirteen (13) cases had errors; twelve (12) cases were overpayment and one (1) case of underpayment. The dollar amount to be paid back is between twenty-four, thousand and twenty-six, thousand (\$24,000-\$26,000). Interim Director Morrow said the county will have to pay one-half of the amount; the state had given us so much for Special Assistance in the budget and the state will take that back. Chair Pevia stated there's a good chance the money will have to be found in the agency's existing budget. Interim Director Morrow is now having the Medicaid Team lead and Income Maintenance Program manager pull and check every Special Assistance case to make sure everything is going smoothly. Chair Pevia asked how many cases does that affect. Interim Director Morrow advised between seventy to eighty (70-80) cases. Vice-Chair Kelly asked if there is any corrective action. Interim Director Morrow said she is awaiting the final results of the state fiscal audit, which found problems with the Adult Medicaid unit. Interim Director Morrow stated we cannot go back and change what's happened, we can get correct from here on out; make sure going forward we are following policy. Chair Pevia asked the Board be updated at the next meeting.

Chair Pevia asked Interim Director Morrow for the Director's comments. Interim Director Morrow said she is working with every department to make sure we have checks and balances in place. Interim Director Morrow said she wants to make sure we have the staff needed for the agency. The Board discussed Interim Director Morrow's suggestions. Chair Pevia said to justify the reasons to add new positions to the Hoke County Board of Commissioners; the Board of Commissioners may refuse but the agency has asked. BM Thomas asked where to find space for new positions. Mr. Charleston said as the county continues to grow there is a need for a new facility and a plan describing how to finance. The Board discussed options of locating space within and outside of the agency. BM Thomas suggested ranking and prioritizing positions for the new FY2018-2019 budget as all county departments come to the Board of Commissioners with needs.

Chair Pevia confirmed with Mr. Charleston that three (3) new applications were received for the Director position. Chair Pevia asked if the Board had any

comments. Vice-Chair Kelly asked about the criteria for the Foster Care licensing. Interim Director Morrow stated she had discussed with the Foster Care and Adoption supervisor that the applicants for Foster Care licensing need to know the qualifications prior to attending the MAPP training. Interim Director Morrow said she could get the details and provide to Vice-Chair Kelly. BM Thomas asked Interim Director Morrow to look into the employees' hours earned and hours paid for the October 2016 shelter time sheets. The Board discussed the shelter time and BM Thomas asked for follow-up. Interim Director Morrow and Ms. Mena-Peña asked if the Board had any suggestions for FY2018-2019 budget. Ms. Mena-Peña expressed she knew about the bullet resistant glass for the Child Support reception in the annex. Vice-Chair asked about the law enforcement officer. Interim Director Morrow said we could look at presenting a contract for an officer. BM Thomas asked if the agency's safety committee had met. Interim Director Morrow said they are getting ready to meet soon. BM Thomas said he would like to hear the committee's recommendations to keep the department safer. Chair Pevia asked about new vehicles for next year's budget. Ms. Mena-Peña said two (2) vehicles will be requested.

Chair Pevia asked for a motion to adjourn. Vice-Chair Kelly made a motion to adjourn which was seconded by BM Branch. The vote was unanimous.

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Carl Pevia, Chair

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Becky Morrow, Secretary

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Date