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**MINUTES FOR MEETING OF**

**THE HOKE COUNTY DEPARTMENT OF SOCIAL SERVICES BOARD**

**February 28, 2022**

A meeting of the Hoke County Department of Social Services (the “**Board**”) was held at 4:00 p.m. on February 28, 2022 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:

Allen Thomas, Jr., Chair  
Brenda Branch  
Virginia Chason  
Linda Revels  
Harry Southerland

Also present representing the Department were Terry Stanton, Director of DSS; Barbara Mena, Administrative Officer; Tera Campbell, Personnel Tech; Tammy Brewer, Family Support Services; and Jose Coker, Department of Social Services Attorney.

Chair Thomas called the meeting to order at 4:00 p.m. and welcomed the Board to this month’s meeting. Thereafter, Chair Thomas asked BM Chason to give the invocation.

Chair Thomas asked for public comments. There were none. Chair Thomas recognized Commissioner James Leach and asked if he had any words. He had none. Chair Thomas asked about the APS Essential Services Budget Amendment under the Consent Agenda. Director Stanton spoke about the Budget Amendment. Chair Thomas asked if the Board had any question about the Consent Agenda. There were none. Chair Thomas asked for a motion to approve the consent agenda. BM Revel made a motion to approve the consent agenda consisting of (a) the January 31, 2022 minutes (b) the next meeting date of Monday, March 28, 2022 (c) the Attorney Invoice and (d) the APS Essential Services Budget Amendment, which was seconded by Vice-Chair Branch. The vote was unanimous.

Chair Thomas asked for the Child Care update from Ms. Tammy Brewer. Ms. Brewer reported the total amount spent for January service month was \$136,199.00. The amount spent in Smart Start was \$11,078.00. The amount spent in Non-Smart Start was \$125,121.00. The current spending Coefficient is 93% (ninety-three

percent). The Unexpended balance in Non-Smart Start is \$648,909.00 and the Unexpended balance in Smart Start is \$25,780.00. Ms. Brewer stated that Child Care may spend majority of the \$25,780.00 this month due to her transferring obligations. Ms. Brewer also reported that Child Care still does not have a waiting list. Chair Thomas asked if the Board had any questions. There were none. Chair Thomas thanked Ms. Brewer for her time and appreciated her for the work she does.

Chair Thomas asked for the Coronavirus (COVID19) Update and Director's Presentation from Director Stanton. Director Stanton informed the Board that COVID19 has slowed down some. Director Stanton stated that the agency has had some cases here and there and the agency continues to do the same preventive measures as before. He stated there has been a lot more traffic into the agency. Director Stanton stated that the agency continues to see clients as before and clients are able to apply for services online. He informed the Board that the agency has N95 masks at the front desk to distribute to clients who desire a mask. Director Stanton stated that there are still some employees who are teleworking and the agency has not opened completely. He asked the Board for their opinion about re-opening the agency completely and wearing face coverings. It was discussed. Director Stanton also asked the Boards thoughts on the agency staff continuing to telework once the agency opens completely. It was discussed

Director Stanton directed everyone to the County – Mandated Performance Requirements Memorandum of Agreement (MOA) in the handout. The Board reviewed the January 2022 data and measurements of the MOA report. Director Stanton elaborated on the MOA. Director Stanton asked if the Board had any questions. There were none.

Chair Thomas asked if there were any comments. BM Revels commended Director Stanton and the agency staff on doing a great job. Chair Thomas asked about the Time Limited positions that were previously brought to the Board. Director Stanton responded. Chair Thomas asked for any other comments. Vice-Chair Branch informed the Board that she will be moving out of state within the next two weeks. Chair Thomas thanked Vice-Chair Branch for her service. Chair Thomas asked for any other comments. BM Southerland also commended Director Stanton and the agency staff on a job well done through this COVID19 pandemic. Chair Thomas asked if there were any other comments. There were none.

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

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Allen Thomas, Jr, Chair

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Micka T. Stanton, Secretary

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Date