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MINUTES FOR MEETING OF

THE HOKE COUNTY DEPARTMENT OF SOCIAL SERVICES BOARD

May 18, 2020

A meeting of the Hoke County Department of Social Services (the “**Board**”) was held at 4:00 p.m. on May 18, 2020 via teleconference pursuant to notice duly given. The following Board Members (“**BM**”), constituting a quorum, were present:

Charlotte Kelly, Chair
Bill Evans, Vice- Chair
Brenda Branch
Linda Revels
Allen Thomas, Jr

Also present representing the Department were Terry Stanton, Department of Social Services Director; Tera Campbell, Personnel Technician; Tammy Brewer, Family Support Services Supervisor; Jonathan Charleston, Department of Social Services Attorney.

Chair Kelly called the meeting to order at 4:00 p.m. and welcomed the Board to this month’s meeting. Thereafter, Chair Kelly asked BM Branch to give the invocation. Chair Kelly asked if there were any public comments. There were none. Chair Kelly asked for a motion to approve item (a) and item (b) of the consent agenda. BM Revels made a motion to approve item (a) and item (b) of the consent agenda consisting of (a) the April 27, 2020 minutes; and (b) the next meeting date of Monday, June 29, 2020, which was seconded by BM Branch. The vote was unanimous.

Chair Kelly stated all contracts were accounted for except the DSS Attorney’s Contract. BM Thomas recommended the DSS Attorney’s contract be pulled for further review and vote on the remaining six (6) contracts. Chair Kelly asked for a motion to remove the DSS Attorney’s contract from the agenda. BM Thomas made a motion to remove item (c) 2. Hoke County DSS Attorney’s contract from the agenda and review at a later date. The motion was seconded by BM Revels. The vote was unanimous. Chair Kelly asked for comments or questions concerning the contracts. BM Evans asked about the Sheriff Deputy’s contract. Director Stanton responded and the Board discussed the Sheriff’s contract. Chair Kelly asked if there

were any other questions. BM Thomas asked about a budget request for a Security Officer at DSS. Director Stanton responded and it was discussed. Chair Kelly asked if there were any more questions about the Sheriff contract. There were none. Chair Kelly asked Director Stanton if he had comments on any of the contracts. Director Stanton responded. Chair Kelly asked for a motion to approve the remaining six (6) contracts which consist of item (c) 1. Chore Services, 3. Hoke County Information Technology, 4. Hoke County Public Buildings, 5. Hoke County Sheriff Deputy, 6. Hoke Area Transit HATS and 7. The Arc of North Carolina. The motion was made by Vice-Chair Evans and seconded by BM Thomas. The vote was unanimous.

Chair Kelly asked for the Child Care update from Ms. Tammy Brewer. Ms. Brewer reported that the total Child Care amount spent for April 2020 was \$220,211.00. The amount spent in Smart Start was \$32,593.00 and the amount spent in Non-Smart Start was \$187,618.00. The unexpended Non-Smart Start balance was \$233,140.00 and unexpended Smart Start balance was \$0. The current coefficient is 100% (one hundred percent). Ms. Brewer stated Child Care still does not have a waiting list. Chair Kelly asked if the Board had any questions regarding the Child Care update. The Board had none.

Chair Kelly asked the Board if there were any questions concerning the Board reports. BM Revels asked if Director Stanton would discuss the Compensatory Time and Vacation Time Summary. Director Stanton responded. Chair Kelly asked about the funds collected in the Program Integrity Unit Report. Director Stanton responded. Chair Kelly also asked about the General Funds accounts. Director Stanton responded. Chair Kelly asked if there were any other questions concerning the Board reports. There were none.

Chair Kelly asked for the Coronavirus (COVID19) Update. Director Stanton updated the Board of the process and preventive measures the agency is taking in regards to COVID19. He informed the Board that the agency is still following the guidelines set forth by the State as well as by the Commissioners and County Manager. He also stated the Commissioners and County Manager has supplied the agency with needed items to assist in preventive measures for when the agency opens to the public. He asked if there were any questions. BM Revels asked if there was a date for the agency to reopen. Director Stanton responded. BM Revels asked about the Food Stamp benefits for families and assistance for seniors. Director Stanton responded. Chair Kelly asked how many employees are physically working in the agency. Director Stanton responded and it was discussed by the Board. Chair Kelly asked if there were any more questions. The Board had none.

Chair Kelly asked for Director's presentation. Director Stanton stated there will be two (2) vacancies on the Board due to expiring terms. The Board discussed the vacancies. Chair Kelly asked if there were any questions. The Board had none. Director Stanton directed everyone to the County – Mandated Performance Requirements Memorandum of Agreement (MOA) in their packets. Director Stanton informed the Board the State continues to not follow the progress of the MOA due to COVID19. The Board reviewed the April 2020 data and measurements of the MOA report. Chair Kelly asked if there were any questions. There were none.

The Board discussed the method in which the next meeting will be held. Chair Kelly thanked everyone for their participation under the current conditions. She stated the nation have to adjust with the way we communicate and our way of life. She also, expressed her concern for those who are unable to work as well as for safety precautions that are needed due to COVID19.

Chair Kelly asked the Board for comments. The Board had none. Chair Kelly asked if the Attorney had any comments. The Attorney had none. BM Thomas suggested Director Stanton be informed as to the method in which the next meeting will be held. Chair Kelly responded and it was discussed by the Board.

Chair Kelly asked for a motion to adjourn the meeting. BM Revels made a motion to adjourn which was seconded by BM Branch. The vote was unanimous.

Charlotte Kelly, Chair

Micka T. Stanton, Secretary

Date