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MINUTES FOR MEETING OF

THE HOKE COUNTY DEPARTMENT OF SOCIAL SERVICES BOARD

May 24, 2021

A meeting of the Hoke County Department of Social Services (the “**Board**”) was held at 4:00 p.m. on May 24, 2021 in the Conferences 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:

Allen Thomas, Jr., Chair
Bill Evans, Vice- Chair
Brenda Branch
Linda Revels
Harry Southerland

Also present representing the Department were Terry Stanton, Director of DSS; Barbara Mena-Peña, Administrative Officer; Tera Campbell, Personnel Tech; Tammy Brewer, Family Support Services Supervisor 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 gave the invocation. Chair Thomas asked for public comments. There were none. Chair Thomas recognized Mr. Curtis Campbell. Chair Thomas asked Mr. Campbell if he had any comments. Mr. Campbell had none.

Chair Thomas asked for a motion to approve the consent agenda. Vice-Chair Evans made a motion to approve the consent agenda consisting of (a) the April 26, 2021 minutes; (b) the next meeting date of June 28, 2021 and (c) Contracts 1. Chore Services, 2. Hoke County DSS Attorney, 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 which was seconded by BM Revels. The vote was unanimous. Attorney Coker asked for a change in the wording of the Hoke County DSS Attorney Contract. Attorney Coker asks that on page one paragraph five which states “...will require County Commissioners’ approval for use in the event of extraordinary appeal...”, the wording be changed from APPEAL to LITIGATION. Attorney Coker stated this change will be in compliance with paragraph B-9 of the contract. Chair Thomas took liberty to pull (c) 2. Hoke County

DSS Attorney Contract from the Consent Agenda and discuss it separately as a stand along. Chair Thomas asked for a re-vote of the Consent agenda to include approval of the remaining six (6) contracts. BM Southerland made the motion to approve the Consent agenda consisting of (a) the April 26, 2021 minutes; (b) the next meeting date of June 28, 2021 and (c) Contracts 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 which was seconded by BM Branch. The vote was unanimous.

Chair Thomas directed the Board to the DSS Attorney Contract for discussion. The contract was discussed. Attorney Coker suggested the DSS Attorney Contract be tabled for further discussion. BM Southerland agreed and suggested to table the DSS Attorney Contract until the next meeting to have time to get clarity on issues of Appeals before approving the contract. It was discussed. Chair Thomas asked for motion to table the Hoke DSS Attorney Contract. BM Southerland made the motion to table (c) 2. Hoke County DSS Attorney Contract for further review and clarity which was seconded by BM Revels. The vote was unanimous.

Chair Thomas asked for the Child Care update from Ms. Tammy Brewer. Ms. Brewer reported the total amount spent for April service month was \$168,434.00. The amount spent in Smart Start was \$0.00. The amount spent in Non-Smart Start was \$168,434.00 The spending Coefficient was 99% (ninety-nine percent). The Unexpended Non-Smart Start balance was \$179,877.00 and Unexpended Smart Start balance was \$0.00. Chair Thomas asked if there were any other updates. Director Stanton asked Ms. Brewer to speak about the Child Care reversion and reallocation funds. Ms. Brewer stated that the State did reversions and reallocations for every county. She stated that for Hoke County, the State took some funds and then gave the county some IV-E funds. Ms. Brewer stated the total amount of funds that were adjusted and reverted back were \$98,660.00. Ms. Brewer stated there was not anyone on the waiting list. It was discussed. Chair Thomas asked if the Board had any questions. There were none.

Chair Thomas asked for Vice-Chair Evan's discussion regarding DSS Mandatory COVID19 vaccination. Vice-Chair Evans asked to withdraw his discussion of the DSS Mandatory COVID19 vaccination. Chair Thomas stated the Board can move on with no action. It was discussed. Chair Thomas asked for any comments or concerns. There were none. There was no motion to approve DSS Mandatory COVID19 vaccination.

Chair Thomas 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. Director Stanton informed the Board the agency continues to wear face covering and the agency continues to be sprayed. Director Stanton also stated the county vehicles have been cleaned and the agency continues to limit staff interactions. It was discussed. BM Branch asked if the agency continue to have staff working from home. Director Stanton responded. Chair Thomas asked if there were any other questions. There were none.

Chair Thomas asked for Director Presentation. Director Stanton directed everyone to the County – Mandated Performance Requirements Memorandum of Agreement (MOA) in the handout. The Board reviewed the April 2021 data and measurements of the MOA report.

Chair Thomas asked about Vice-Chair Evans expiring seat. Director Stanton responded and it was discussed. Chair Thomas asked Director Stanton to provide the Board with a copy of the applications received for Vice-Chair Evans seat in order to review them and vote on an applicant at the next Board meeting on Monday, July 28, 2021. Chair Thomas asked if there were any questions for the Director. There were none.

Chair Thomas asked if there were any comments from the Board. BM Southerland asked about the agency vacancies. Director Stanton responded and it was discussed. BM Southerland commented on the great job Director Stanton and Barbara Mena-Pena did representing the agency at the Budget Retreat that took place that day, Monday, May 24, 2021. Chair Thomas mentioned, he continues to work on a new DSS building. Chair Thomas asked the Board if there were any other questions, comments or concerns. There were none.

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

Allen Thomas, Jr, Chair

Micka T. Stanton, Secretary

Date