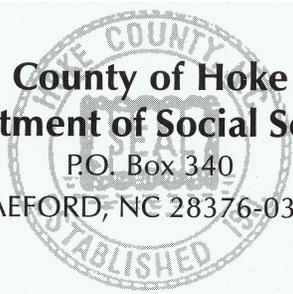


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**MINUTES FOR MEETING OF**  
**THE HOKE COUNTY DEPARTMENT OF SOCIAL SERVICES BOARD**

**AUGUST 28, 2017**

A meeting of the Hoke County Department of Social Services (the “*Board*”) was held at 4:00 p.m. Daylight Saving Time on August 28, 2017 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 via conference call; Barbara Mena-Peña, Administrative Officer of the Hoke County Department of Social Services; Jonathan Charleston, Department of Social Services Attorney; Tammy Brewer, Social Work Supervisor for Family Support Services; and Ellen Leichliter, Administrative Assistant.

Chair Pevia called the meeting to order at 4:00 p.m. Thereafter, Chair Pevia asked BM Kelly 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 July 31, 2017 minutes; and (b) the next meeting date of September 25, 2017. BM Evans seconded the motion. The vote was unanimous.

Chair Pevia asked Administrative Officer Mena-Peña for information in regards to the CIP budget amendment listed on the agenda. Admin Officer Mena-Peña proceeded to discuss the funding authorization received from the state with an increase in CIP funding. Chair Pevia asked if there were any other expected increases in CIP funding. Mrs. Mena-Peña responded that as per recent fiscal conference calls no more CIP funding increase were expected. Chair Pevia asked what CIP funded. Mrs. Mena-Peña responded that it stands for Crisis Intervention Program and it assists with the energy programs in the Family Support Services unit.

Chair Pevia asked for a motion. BM Evans made a motion to accept the budget amendment and forward to the Hoke County Board of Commissioners. Vice-Chair Kelly seconded the motion. The vote was unanimous.

Chair Pevia asked Ms. Brewer to present the Day Care discussion. Ms. Brewer presented the July 2017 statistics for DCDEE (Division of Child Development and Early Education) including the amount of \$157,057.90 for non-Smart Start and the \$18,809.90 for Smart Start; a total of \$175,867.80. Ms. Brewer also stated that the department received the childcare allocation on August 15, 2017 with an amount of \$2,089,339. Mrs. Brewer advised out of thirty-nine (39) families on the list, twenty-three (23) families applied. This included three (3) denials, seven (7) pending, and thirteen (13) approved. The Board discussed the information. Interim Director Morrow stated she had met with Ms. Brewer and suggested looking at allocation for the year and dividing by twelve months to determine how much to spend for each month (considering that July & August are the higher months while September spending drops). Interim Director Morrow stated to the board that daycare runs June through May and it is hard to spend funds in April service month. She suggested writing in more than what is projected {from the waiting list} because only half usually come in. She also reiterated that if you overspend, the state may or may not send money. Chair Pevia brought up the memo regarding overspending from county commissioners. Administrative Officer Mena-Pena stated she spoke to the county manager who recalls the memo and was going to approach the clerk to the board of commissioners about it. She also then reached out to Clerk of the Board of Commissioners Gwen McGougan who had no recollection of such memo. Interim Director Morrow stated she will meet further with County Manager Edens regarding daycare. BM Thomas stated that the commissioners do not want the department to spend over the coefficient but to spend 100% and that they (the Commissioners) understand the ramifications that the county may have to chip in money but the agency should look in their budget first. BM Thomas proceeded to state that it would not be ok is to have a \$2 million allocation and not spend \$400 thousand of it. Local match may have to take place; the county expects the agency to find it in their budget and the county is aware if the agency cannot find the funds in the budget, it would have to come from the county. Chair Pevia asked how many children were on the waiting list. Ms. Brewer replied there were three hundred fifty-three (353) families on the waiting list. Interim Director Morrow stated she would work closely with Ms. Brewer on daycare. Ms. Brewer continued with a board requested presentation which included information on eligibility limits, local policy, how to apply, and categories of people on the waiting list. Chair Pevia asked if policy will change once the program is in NCFAS. Ms. Brewer responded that there will only be the waiting list policy. Vice Chair Kelly asked if the value of the voucher was based on income. Ms. Brewer responded that the value of the voucher is based on what the provider charges and market rates. The parents pay ten (10%) percent of their countable income towards the cost. Chair Pevia stated it does not seem fair. Chair Pevia also asked what was the average star rating for daycares in Hoke. Ms. Brewer replied that they were four (4) and five (5) star rating although there are some three (3) star rating. BM Branch asked if there was an approved list of providers. Ms. Brewer replied that they were listed on the DCDEE website. BM Thomas asked if DSS would be at the ninety-four (94%) percent coefficient by next meeting. Ms. Brewer responded that she mailed out letters to more children because of the possibility of the families not coming in to apply. BM Thomas stated he wants

to align commissioners' main priorities with the Board in terms of the coefficient piece. By sending out the extra applications the hopes are to make up that gap of the ninety-four (94%) coefficient. Chair Pevia thanked Ms. Brewer for her presentation.

Chair Pevia asked Interim Director Morrow for the Director's comments. Interim Director Morrow stated the agency would watch the childcare spending for Hoke County. She also appreciates the opportunity to be Interim Director and looks forward to working with and meeting each board member. BM Thomas asked Interim Director Morrow when she would be in the office as he and the rest of the board would like to meet her. Interim Director Morrow stated she would be in again on September 11, 2017.

Chair Pevia proceeded with Board Chair comments. Chair Pevia stated eight to nine (8-9) applications for the director's position has been sent to the state. There are still four (4) days left before closeout. Chair Pevia stated he has had numerous emails and text messages regarding the application. He had advised applicants to send in application for review.

Chair Pevia asked for a motion for a closed session to discuss a personnel matter and attorney/client privilege. Vice-Chair Kelly 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 BM Thomas. The vote was unanimous. Those in attendance during the closed session included Chair Pevia, Vice-Chair Kelly, BM Evans, BM Thomas, BM Branch, Interim Director Morrow and Mr. Charleston. BM Evans made a motion to exit the closed session which was seconded by BM Thomas. The vote to exit closed session was unanimous.

Chair Pevia asked for a motion to adjourn, BM Kelly made a motion to adjourn which was seconded by BM Evans. The vote was unanimous.

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Carl Pevia, Chair

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Becky Morrow, Secretary

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Date