

MICKA T. STANTON
DIRECTOR

County of Hoke
Department of Social Services

P.O. Box 340
RAEFORD, NC 28376-0340

TELEPHONE
(910) 875-8725

FAX
(910) 848-7766

MINUTES FOR MEETING OF

THE HOKE COUNTY DEPARTMENT OF SOCIAL SERVICES BOARD

September 28, 2020

A meeting of the Hoke County Department of Social Services (the “**Board**”) was held at 4:00 p.m. on September 28, 2020 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
Bill Evans, Vice- Chair
Brenda Branch
Linda Revels
Harry Southerland

Also present representing the Department were Erica Sampson, SW Program Manager; 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 asked BM Revels to give the invocation. Chair Thomas asked for public comments. There were none.

Chair Thomas asked for a motion to approve the consent agenda. BM Revels made a motion to approve the consent agenda consisting of (a) the August 31, 2020 minutes b) the next meeting date of October 26, 2020 and (c) CARES COVID Funding, which was seconded by BM Branch. The vote was unanimous.

Chair Thomas asked for the Child Care update from Ms. Tammy Brewer. Ms. Brewer reported that the total Child Care amount spent for August 2020 was \$218,760.00. The amount spent in Smart Start was \$25,777.00. The amount spent in Non-Smart Start was \$192,983.00. The spending Coefficient was 113% (one hundred thirteen percent). The Unexpended Non-Smart Start balance was \$1,496,595.00 and Unexpended Smart Start balance was \$83,386.00. Ms. Brewer informed the Board that Child Care does not have a waiting list at this time. Ms. Brewer stated, they will look at the expenditures for September 2020 service month

to see if a waiting list is needed. The Board discussed the presentation. Chair Thomas asked if the Board had any questions. The Board had none.

Chair Thomas asked for the Coronavirus (COVID19) Update. Ms. Sampson updated the Board of the process and preventive measures the agency is taking in regards to COVID19. She stated the agency continues to operate as it has in the past few months. Ms. Sampson informed the Board the agency continues to have tables with applications and information set up outside the entrance to the agency for the public to utilize. She stated the agency continues to limit public access into the building. Ms. Sampson stated that face coverings are required and temperatures are monitored daily. Due to staff testing positive for the Coronavirus, Ms. Sampson informed the Board of two instances when the agency completely closed and one instance when only a department within the agency closed. Ms. Sampson discussed procedures that has been put in place in an effort to alleviate the spread of the Coronavirus among staff and closure of the agency. The Board discussed the update. Ms. Sampson added that as of October 1, 2020, State will begin to lift travel restrictions to counties. She also added that Director Stanton wanted to inform the Board that Mr. Jacobs continues to work on grants for the agency. Chair Thomas asked if there were any questions. There were none.

Chair Thomas asked about the CARES COVID Funding. Mrs. Mena-Pena gave an overview of the funding. It was discussed by the Board. Chair Thomas asked for a motion to add the CARES COVID Funding to the agenda as Item 7. BM Southerland made the motion which was seconded by BM Revels. The vote was unanimous. Chair Thomas asked for a motion to take the CARES COVID Funding before the County Commissioners. BM Revels made the motion which was seconded by BM Branch. The vote was unanimous. Chair Thomas mentioned the Board's stipend and asked for a motion to take it before the County Commissioners as well. BM Revels made the motion which was seconded by BM Branch. The vote was unanimous. Chair Thomas asked if the Board had any questions. There were none.

Chair Thomas asked for Director's comments. Ms. Sampson mentioned vacancies and job postings within the agency. Ms. Sampson directed everyone to the County – Mandated Performance Requirements Memorandum of Agreement (MOA) in the handout. The Board reviewed and discussed the August 2020 data and measurements of the MOA report. Chair Thomas asked if there were any questions. There were none.

Chair Thomas asked if there were any comments from the Board. 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