

**YADKIN COUNTY DEPARTMENT OF SOCIAL SERVICES
BOARD MEETING**

April 5, 2012

MINUTES

MEMBERS PRESENT

Jerry Ireland, Chair
Joan Swaim, Vice Chair
Kevin Austin
Frank Zachary
Larry Moxley

OTHERS PRESENT

Harry Maney, Secretary
Kim Cain, DSS Finance Officer

The Yadkin County Board of Social Services held its regular meeting on April 5, 2012 at 8:30AM in the Main DSS building conference room. Chairperson Jerry Ireland welcomed everyone and called the meeting to order. Ms. Joan Swaim led the Board in prayer. The minutes of the February meeting were corrected and approved on motion from Ms. Joan Swaim, seconded by Mr. Kevin Austin. The word "in" was struck from the last sentence in the first paragraph of the Staffing Report. The name of one of the applicants for the director's position was corrected in the minutes of the Executive Session Minutes. Chairperson Jerry Ireland mentioned that the Case Actions list was placed on the table for review by Board members. The chair asked for the Director's reports:

Director's Reports:

Staffing report: The director introduced Mr. David Delaserna, who serves as the Spanish language interpreter for the department. Mr. Delaserna is skilled in web page design and has re designed the web pages for the Department. Mr. Kevin Austin and Mr. Frank Zachary displayed the web site on their I Pads for the entire board to see Mr. Delaserna's work. The entire Board expressed thanks and appreciation for Mr. Delaserna's work. The director reported that Ms. Judy Myers has returned to work after her six weeks recuperation from knee surgery. The Yadkin County attorney has reviewed the situation of the worker out on long term medical leave without pay. Since the work is being done by a temporary worker, the attorney recommends not changing the situation. The employee does not wish to return to work, but does not wish to resign her position with the agency.

Program Activities Report: The Director presented the monthly program statistics for board review. The director pointed out that the department did not receive its monthly Child Support Incentive payment. This payment has been redirected to help North Carolina pay off a penalty incurred by the Child Support Program with the Federal Government. The Board wishes a follow up report on this at the next meeting. A copy of the report is attached to the minutes.

New Business:

FY 12 Budget Amendment:

DSS Finance Officer, Ms. Kim Cain, presented a request to recommend a budget amendment to the County Board of Commissioners. The department is overspending its legal services contracts and recommends shifting funds from under-spending line items to bring the budget and spending back into balance. Mr. Frank Zachary asked for the reasons for the overspending on the legal

services contracts. Ms. Cain replied that the increases in court costs over the last year finally have impacted our county. Mr. Zachary confirmed this was a rising legal expense. On motion from Mr. Kevin Austin, seconded by Mr. Larry Moxley, the motion passed to recommend that the current budget be amended. Also in the budget was the recommendation that the department budget and track court costs separately from costs for attorney services.

FY 13 Budget Proposed County Budget:

The director reported on the FY 2013 budget options for providing legal services to the department. After discussion with the county manager, the director recommended converting the funds in legal contracts line items to create a Social Services Attorney II position for child support and services programs. The county manager concurs with this change. The director also recommended that an additional clerical position be created as support for the attorney. This position should be at least 60% time for the attorney. The county manager does not concur with this recommendation. The board discussed this issue extensively and affirmed that recruitment and hiring of a Social Services Attorney would be open to all candidates and current contractors will have equal opportunity to be considered for the new position. The Board recommended that the director analyze current usage of staff to make sure that there is not 60% of a clerical worker's time that can be devoted to the attorney position.

On Motion from Mr. Kevin Austin, seconded by Mr. Frank Zachary, the Board went into executive session.

The Board returned from executive session and asked that Ms. Harrell be called to the meeting. When Ms. Harrell was present, Chair Jerry Ireland offered the position of Director of Yadkin Social Services Department to Ms. Kim Harrell at the annual salary of \$68,200 to be effective April 9. Ms. Harrell thanked the board for the offer and asked if she could have the weekend to consider the offer. The board agreed to this delay.

On motion from Mr. Kevin Austin, seconded by Ms. Joan Swaim, the Board adjourned.


Chair

5-3-12
date


Secretary

5-3-12
date