

Yadkin County Department of Social Services
Board Meeting Minutes
December 6, 2012

Members Present

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

Others Present

Kim Harrell, Secretary
Patti Ragan, Adult Service Supervisor

The Yadkin County Board of Social Services held its regular meeting on December 6, 2012 at 8:30am in the County Commissioner's conference room. Chairperson, Jerry Ireland welcomed everyone and called the meeting to order. Mr. Jerry Ireland led the Board in prayer. The minutes of the November 1, 2012 meeting were approved on motion by Mr. Kevin Austin, seconded by Mrs. Joan Swaim. Director Harrell reported that the Department had not received a case action list for November from the State office. The chair asked for the Director's reports.

DIRECTOR'S REPORTS:

Recognition of Foster Care & Adoption Unit: Director Harrell recognized the Foster Care & Adoption unit. This unit consist of Marcy Mays, Supervisor, Diann Cooksey, Social Worker, Ginger Souther, Social Worker, Pamela Herold, Social Worker, and Susan Helsabeck, Social Worker, Karen Wheeler, Social Worker and Carol Brown, Technician. This unit has been working extra hard since April of 2012, at which time their supervisor was promoted into the position of Director. They have all worked as a team and Director Harrell appreciates all their hard work and dedication. The Board expresses their appreciation to this unit as well.

Staffing Report: Director Harrell reported that the agency reorganization plan was approved by the Board of County Commissioners on 11/19/12. An all staff meeting was held on 11/27/12 to report these changes to the entire staff. We have began some transition meetings this week. We have hired a FNS worker, Starr Poplin. She will began work on 12/10/12. We have a Social Worker III position in the Foster Care & Adoptions unit. The application deadline for that position closed at 5:00pm on 12/5/12. Barbara Lynch continues to be out on FMLA. We anticipate that she may be

back to work by 1/3/13.

Program Statistics Report: Director Harrell reviewed the monthly program statistics report with Board members. The total amount of fraud collections for November was \$1526.00. Child support collections are up and we also received \$1231.74 in child support incentives this month. Food assistance has increased and when comparing last year to this year, we have increased by 316 cases.

OLD BUSINESS: NCFast Update: Our Department will have our hard launch date on the weekend of 1/19/13. FNS Workers will go to Phase 2 training the week of January 14, 2013. This system continues to be extremely slow. Workers are experiencing up to 10 minutes of wait time between the computer screens. Help Desk tickets in some cases are taking up to two weeks to resolve. Staff is frustrated with the system, but they are supporting each other.

NEW BUSINESS: Update from Medicaid Transportation Monitoring: Medicaid transportation monitoring was done in the Agency on 11/16/12. Thirty cases were pulled and various items were reviewed for compliance. The reviewers were looking in the Northwoods system as well as actual case files and were not able to find all items. We will be able to submit items to them for review until December 14, 2012. We plan to submit several items to them. We will receive a final report in the next few weeks. This report will be presented to the Board.

Presentation and Approval of Adult Services Policies: Patti Ragan, Adult Service Supervisor presented four policies to the Board for approval. The first policy presented is the "In-Home Aide" policy. This policy was first developed in 2003 and has been revised every three years. Two additions to this policy this year include the consumer contribution plan process and the outline of the skills demonstration test that are required for in-home aides. The next policy presented was the "consumer contribution" policy. In the past this was referred to as cost sharing. This policy allows the Department to collect money for services that consumers receive through the in-home aide program. The third policy presented is the "Yadkin CAP/DA Appeals" policy. This is a new policy and outlines the legality of due process to all CAP/DA recipients. All appeals will be handled as a state appeal. The last policy presented is the "protocol/procedures for decision making" policy. This policy primarily deals with the powers and duties of the DSS Director in all guardianship cases. Changes made in this revision add more clarity to existing policy. All above mentioned policies were approved on a motion by Mr. Larry Moxley, seconded by Mr. Frank Zachary. Supervisor Ragan also gave the Board a brief update on the IMD facilities and the recent report that Piedmont Village is now on the "at risk" list for IMD status. The adult discharge team for the County has been activated. Our Department has recently filed for our first "money follows the person" case. This process will provide the Department with revenue of \$2000 per case.

OTHER BUSINESS: Director Harrell reported that the LIEAP (Low Income Energy Assistance Program) began on 12/3/12. Our worker saw 60 people on the first day. Our County allocation was approximately \$52,000 and to date we have authorized around 1/3 of our funding.

Lisa Hawk will be in our Agency on 12/11/12 to conduct office safety configurations checks. Director Harrell attended the Western Regional Director's meeting in Asheville on 11/29/12. Information was shared at that meeting about adult guardianship cases as well as the likelihood of the state working out a contract with the private providers. A contract would prevent all of these guardianship cases from coming back to DSS at the end of this fiscal year. There was also discussion about cases that would be effected by the upcoming change in personal care services. The Board set a date for a Lunch & Learn session with Department staff for January 30, 2013. The Board approved the 2013 meeting schedule on a motion by Mrs. Joan Swaim, seconded by Mr. Kevin Austin.

With no further business, motion was made by Mr. Frank Zachary and seconded by Mr. Kevin Austin to adjourn.


Chair:

1-3-13
Date:


Secretary:

1-3-13
Date: