

COUNTY OF CHATHAM

CHATHAM COUNTY
DEPARTMENT OF SOCIAL SERVICES

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Jennie Kristiansen, Director

Social Services Board
Richard Edwards
Thomas Droke
Valerie Broadway
Emily Lowrance
Carl Thompson, Sr.

ORGANIZED 1770

707 SQUARE MILES

Chatham County Board of Social Services Meeting Minutes July 15, 2020

The July meeting was conducted by GoToMeeting due to COVID-19. Members in attendance: Richard Edwards, Chair; Tom Droke; Vice Chair; Valerie Broadway, Member; Emily Lowrance, Member; Carl Thompson, Member; Jennie Kristiansen, Director and Nancy Burgess, Executive Assistant.

Richard Edwards called the meeting to order.

The June Meeting Minutes were approved with a motion by Valerie Broadway, a second motion from Richard Edwards, with all in favor.

The Board reviewed the Energy Outreach Plan. There was a motion to approve from Emily Lowrance, a second motion from Valerie Broadway, with all in favor.

The Board reviewed the Record Retention Schedule. There was a motion to approve from Valerie Broadway, a second motion from Emily Lowrance, with all in favor.

The Board approved the destruction of Medicaid reports (FRR/BEER) from 3/6/2007-5/25/2010 based on the record retention schedule in the Records Retention and Disposition Schedule County Social Services Agencies dated January, 1, 2016 and signed by the DSS Board Chair on 2/17/2016. This was the most recent retention schedule available on the DHHS website.

Ms. Kristiansen and the Board discussed the potential of creating a DSS Board email address where individuals could email the board their questions or concerns.

Review of Monthly Data:

May's applications continued to be slightly lower than average with Medicaid applications being lower than Food and Nutrition Services (FNS). The Division of Health Benefits reported that Medicaid applications across the state had decreased.

June was the highest month of CPS reports for the entire calendar year. There was a doubling of reports from May to June with 32 reports screened in (6 were immediate). It was not clear what led to the increase in reports; primary reporting sources were law enforcement and family. There were several newspaper articles that ran in the paper in late May and early June which might have increased public awareness of the issue. For CPS timeliness, there were 28 accepted reports that were investigated, 5 were outside of time frame for a timeliness of 82% for the month. Two of the cases were immediate

The Board of Commissioners were unable to approve any pay increases for fiscal year 2020-2021. In an effort to recognize employees they were able to approve an additional 16 hours of vacation leave for each county employee.

With no further issues to discuss, there was a motion to adjourn from Valerie Broadway, with a second motion from Emily Lowrance, with all in favor.

The next meeting will be conducted via GoToMeeting on August 19th at 3:00pm.



Chair



Secretary

9/15/2020
Date

9/23/2020
Date