

COUNTY OF CHATHAM

CHATHAM COUNTY

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DEPARTMENT OF SOCIAL SERVICES

Social Services Board:
Sara Welch
Memory Dossenbach
Cecil Wilson
Peter Varney
Maria Soto

ORGANIZED 1770

707 SQUARE MILES

Chatham County Board of Social Services Session Meeting Minutes May 15, 2024

Members in attendance: Sara Welch, President; Memory Dossenbach, Vice President; Peter Varney, Member; Maria Soto, Member; Cim Brailer, Deputy Director; Donna Gigowski, Economic Services Program Administrator; LeAnn McKoy, Planner/Evaluator and Brittany Grubb, DSS Energy Assistance representative.

Sara Welch called the meeting to order.

Approval to Purge DSS Records

Ms. Gigowski requested approval from the DSS Board to purge the Child Support Enforcement and FNS(SNAP) records through the end of state fiscal year 2017 pursuant to the current NC DHHS Controller's Office attachment to Memorandum entitled "[NC DHHS Records Retention and Disposition Schedule for Grants](#)" dated October 2023. The document was downloaded on May 14th, 2024, and will be attached to the meeting minutes for Board reference. There was a motion to approve the document purge by Peter Varney with a second motion from Memory Dossenbach with all in favor.

Memory Dossenbach motioned to approve the April 2024 meeting minutes with a second motion from Peter Varney with all in favor.

The members reviewed the monthly data report.

Brittany Grubb presented to the board information on the low-income Energy Assistance Program (LIEAP) and Crisis Intervention Programs (CIP). LIEAP is a federally funded program that provides a one-time vendor payment to help eligible households pay their heating bills. Households with a person 60 years or older or disabled receiving services are eligible to sign up for assistance from December 1st-31st. All other households may apply from January 1st-March 31st until funds are exhausted. The Crisis Intervention Program (CIP) is a Federally funded program that assists individuals and families who are experiencing a heating or cooling related crisis. A household is considered to be in a crisis if it is currently experiencing or is in danger of experiencing a life threatening or health-related emergency and sufficient, timely and appropriate assistance is not available from any other source. Life threatening is defined as a household which has no heating or cooling source or has a disconnect notice for their primary heating or cooling service and the health or well-being of a household member would be in danger if the heating or cooling crisis was not alleviated. Each household should be evaluated on a case-by-case basis to determine if there is a heating or cooling crisis. Applications are taken each year

beginning July 1st - June 30th of the following year or until the CIP allocation is exhausted, whichever comes first.

Economic Services Updates

Ms. Gigowski, Economic Services Program Administrator provided updates to the Board.

Since last month, Medicaid expansion enrollment statewide has increased by approximately 30,000 people and in Chatham County the number has risen by about 900.

The AIM project, Application Infrastructure Modernization, scheduled the transition of both the economic services and child welfare platforms to the cloud on May 20th but this has been delayed until July. This will allow for further testing and data migration.

Chatham County issued a Request for Proposals for the Non-Emergency Medicaid Transportation contract. There were five proposals submitted. Recommendations are due to the Finance Office next week.

Family Services Updates

Ms. Brailer, Deputy Director, provided Family Services updates to the Board.

Chatham County DSS finished the first in-home services case review associated with the federal Child and Family Services Review. Ms. Brailer provided an overview of the findings.

The Department is partnering with the Center for Child and Family Health at Duke to offer groups to child welfare social workers. The goal of these groups is to facilitate conversation around secondary traumatic stress and burnout, offering support and generating ideas for additional resources.

Elder Abuse Awareness Month falls between Mother's Day and Father's Day each year. Chatham County will recognize this month through several events including "Wear Purple Day" on Friday May 17 and a Declaration from the Board of Commissioners.

Agency Updates

Almost all DSS employees completed the 8-hour Mental Health First Aid training in April and May. The program is designed to educate participants on signs and symptoms of a mental health or substance use challenge and to provide a supportive response, connecting the individual with professional services.


The Workforce Committee hosted "Taco Tuesday" last week. This was a fun event designed to bring employees together to foster relationships and connectedness.

Chatham County DSS wrapped up the annual 360 survey for fiscal year 2024. Results were presented to employees in the quarterly staff meeting in April.

Chatham County Courts went live in the new electronic filing and court management system, Odyssey. This will impact the Child Support Enforcement, Child Welfare, and Adult Services programs. Training has been available locally to get prepared and it has required some significant adjustments to processes.


Chatham County has established a Housing and Community Development Department. Jason Smith has been hired as the director and they are currently hiring a Development Officer. Interviews for that position were conducted earlier this week.

With no further items to discuss there was a motion to adjourn from Peter Varney with a second motion from Maria Soto with all in favor. The next meeting will be held June 12, 2024 at 4:00 in the ground conference room of DSS. This meeting has been moved up a week due to the county offices being closed for the observance of the Juneteenth holiday which falls on the regularly scheduled meeting date of the third Wednesday of the month. The Chatham County Calendar of Events has been updated to reflect the change of meeting times. There will be a Public Notice posted to the meeting room door on June 12, 2024 and this Notice has been posted on the DSS website page since May 7, 2024.



Chair

6/12/24
Date



Secretary

6/12/24
Date

