

CASWELL COUNTY

SOCIAL SERVICES BOARD MEETING MINUTES

The Caswell County Department of Social Services Board held its monthly meeting on May 19, 2020 at 9:00 a.m. in the Conference Room of the Caswell County Department of Social Services. In attendance were: Mr. Jeremiah Jeffries, Chairman; Mr. David Shatterly; Mr. David Owen; Mrs. Patricia Thompson; Mrs. Ethel Gwynn; Mrs. Tammy Paschal, Administrative Officer and Ms. Dianne Moorefield, Secretary to the Board.

Mr. Jeffries called the meeting to Order at 9:00 a.m. The agenda was reviewed and approved upon a motion by Mrs. Gwynn and second by Mrs. Thompson. Minutes of the meeting held April 21, 2020 were reviewed and approved upon a motion by Mr. Owen and second by Mr. Shatterly. There was no Public Address to the Board.

Budget Amendment #11 – An additional CP&L allocation for \$1,920.00 and an additional LIEAP allocation in the amount of \$4,474.46, was approved upon a motion by Mrs. Thompson and second by Mr. Owen.

Trust Fund Accounts were reviewed and approved upon a motion by Mrs. Gwynn and second by Mr. Shatterly.

With the retirement of Mrs. Kayre Watson at the end of May, Board Members were informed that the staff member who would be assuming her responsibilities would need authorization to sign checks. All checks require two (2) signatures. Upon a motion by Mr. Shatterly and second by Mrs. Gwynn, Board Members authorized Mrs. Watson's replacement to have check signing authority.

It was reported that no Overtime was paid in the May 2020 payroll.

Board Members were informed that the Agency received a grant from the Community Foundation of the Dan River Region in the amount of \$12,000.00. The funding is to address needs resulting from Covid 19 and will be used to assist citizens at risk of having their electrical service disconnected when the moratorium is lifted by providers.

Resources put into place by the state and federal governments to address the impacts of Covid 19 were shared with Board Members.

Mrs. Kayre Watson will be retiring at the end of May 2020. Board Members were informed of plans for an in-house transfer in order to fill that vacancy right away given the financial impact it has on agency operations. With the transfer completed we will have a vacancy in the clerical unit.

Supervisor reports were shared with Board Members, however, supervisors did not attend the meeting due to social distancing measures.

The next regularly scheduled meeting of the Social Services Board was scheduled for June 16, 2020 at 9:00 a.m. in the conference room of the Department of Social Services.

Upon a motion by Mrs. Thompson and second by Mr. Owen, the meeting of the Social Services Board was adjourned at 9:40 a.m.

Respectfully Submitted:

X Jeremiah Jeffries

Mr. Jeremiah Jeffries, Chairman

6/16/2020

Date

Dianne Moorefield

Ms. Dianne Moorefield, Secretary

6/16/2020

Date