

## CASWELL COUNTY

### SOCIAL SERVICES BOARD MEETING MINUTES

The Caswell County Department of Social Services Board held its monthly meeting on January 21, 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 Owen; Mr. David Shatterly; 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 December 17, 2019 were reviewed and approved upon a motion by Mr. Shatterly and second by Mr. Owen.

There was no Public Address to the Board however, the Board was informed that a written request was received from an individual requesting to meet with them at their next regularly scheduled meeting in February. The procedure for handling such a request was discussed and Board Members were informed that it is their decision whether or not to honor the request. Upon learning that this request involves agency personnel, the Board, upon a motion by Mrs. Gwynn and second by Mrs. Thompson voted to enter into Closed Session at 9:05 a.m. The Social Services Board returned to Open Session at 9:23 a.m. upon a motion by Mr. Owen and second by Mr. Shatterly. Board Members agreed to allow this individual to address the Board on February 18, 2020 and allotted 15 minutes for her to do so.

Budget Amendment #6, An Additional CP&L Energy allocation for \$441.84 and an additional LIEAP allocation in the amount of \$2,350.00, was approved upon a motion by Mrs. Thompson and second by Mrs. Gwynn.

Budget Amendment #7, a decrease in Family Reunification revenue in the amount of \$3,802.00 to reflect the actual funding received rather than the projected estimate, was approved upon a motion by Mr. Owen and second by Mrs. Gwynn.

The following report on the LIEAP Program (Low Income Energy Assistance Program) was provided:

Initial Allocation Received - \$121,974.00

Benefits Authorized for Elderly and Disabled in December - \$93,100.00

Benefits Authorized for General Public on January 2, 2020 - \$28,874.00. 75 households were served before the funds were exhausted at approximately 10:30 a.m. the first day. Additional funds were immediately requested.

Additional allotment of LIEAP funds received January 13, 2020 at approximately 9:30 a.m. in the amount of \$2,350.00. Only 6 applicants could be served as funds were exhausted by 2:45 p.m. Additional funds were immediately requested.

It was reported that \$65.86 was paid in overtime in the January payroll.

It was reported that Mrs. April Durden resigned her position as Employment Services Social Worker effective December 31, 2019.

Board Members were informed of the FNS ME Review (Management Evaluation) scheduled for January 22 and 23, 2020.

Supervisors attended the meeting and reported on work within their respective units. Mrs. Holt was absent from the meeting.

The next meeting of the Social Services Board was scheduled for February 18, 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 9:45 a.m.

Respectively Submitted:

  
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Mr. Jeremiah Jeffries, Chairman

  
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Ms. Dianne Moorefield, Secretary

2/18/2020  
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Date

2/18/20  
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Date