

CASWELL COUNTY

SOCIAL SERVICES BOARD MEETING MINUTES

The Caswell County Department of Social Services Board held its monthly meeting on January 12, 2021 at 9:00 a.m. in the Conference Room of the Caswell County Department of Social Services. In attendance were: Mr. Jeremiah Jeffries, Chairman; Mrs. Ethel Gwynn; Mr. David Shatterly; Mrs. Patricia Thompson; Mrs. Tammy Paschal, Administrative Officer and Ms. Dianne Moorefield, Secretary to the Board. Mr. David Owen was absent from the meeting.

Mr. Jeffries called the meeting to Order at 9:20 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 15, 2020 were reviewed and approved upon a motion by Mr. Shatterly and second by Mrs. Gwynn. There was no public address to the Board.

Budget Amendment #7, a CP&L allocation in the amount of \$450.00 and the LIEAP CARES Funding (Pandemic) allocation for \$102,074.37 was approved upon a motion by Mrs. Thompson and second by Mr. Shatterly.

Board Members were provided with a staffing update that included:

Three clerical positions have been filled

Remaining Vacancies include: Income Maintenance Supervisor; Employment Services Social Worker; FNS Income Maintenance position; Adult Services In-Home Aide.

Board Members were informed that due to staff shortages temporary changes are being made in work distribution to alleviate extremely high caseloads in some positions.

In response to complaints made to the Department of Labor, discolored ceiling tiles have been replaced, desk shields have been installed and heating/air ducts have been inspected and a work order will be submitted requesting that they be cleaned.

In December, 249 Pandemic LIEAP applications were approved and 96 Regular LIEAP applications. As of January 10, 2021 159 Regular LIEAP applications were approved in the amount of \$61,000.00. Presently we have approximately \$25,000.00 remaining in Regular LIEAP funding.

State guidance will be followed regarding needed consents for our Guardians to receive COVID vaccines. Whenever available/possible the Guardian and his/her family members will be consulted.

There was no overtime paid in January 2021.

Supervisor Reports were reviewed by Board Members.

The next regularly scheduled meeting of the Social Services Board was scheduled for February 16, 2021 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. Shatterly the Social Services Board meeting was

adjourned at 9:45 a.m.

Respectfully Submitted:

x. Jeremiah Jeffries

Mr. Jeremiah Jeffries, Chairman

2-23-21

Date

Dianne Moorefield

Ms. Dianne C. Moorefield, Secretary

2/23/2021

Date