

**CASWELL COUNTY**

**SOCIAL SERVICES BOARD MEETING MINUTES**

The Caswell County Department of Social Services Board held its monthly meeting on September 15, 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. Ethel Gwynn; Mrs. Patricia Thompson; 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 August 18, 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 #3, a CP&L Energy allocation in the amount of \$3,417.72 was approved upon a motion by Mrs. Thompson and second by Mrs. Gwynn.

It was reported that County Auditors were at the Agency on September 8 and 9, 2020 and they will return later to continue their work.

Board Members were informed that some Adult Services staff and our PCC intern were required to quarantine after being exposed to a COVID positive individual but subsequent testing revealed they were negative for the virus. Only one staff member has tested positive for COVID.

A staffing update was provided. We had a resignation in our Clerical unit on September 14, 2020 and we continue to have a vacancy in our Income Maintenance Unit. On September 15, 2020 we welcomed our new CPS Social Worker, Ashleigh Frazenski. Ms. Frazenski came to the agency through the Social Work Collaborative so she has the required training to allow her to begin assuming duties right away rather than needing months of training prior to working directly with clients.

No Overtime was paid in the October payroll.

Reports submitted by Supervisors were reviewed.

The next regularly scheduled meeting of the Social Services Board was scheduled for October 20, 2020 at 9:00 a.m. in the Conference Room of the Department of Social Services.

Upon a motion by Mr. Shatterly and second by Mr. Owen the Social Services Board meeting was adjourned at 9:30 a.m.

Respectfully Submitted:



Mr. Jeremiah Jeffries, Chairman

Date: 10/20/2020



Ms. Dianne Moorefield, Secretary

Date: 10/20/2020