

**CASWELL COUNTY**  
**SOCIAL SERVICES BOARD MEETING MINUTES**

The Caswell County Department of Social Services Board held its monthly meeting on April 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 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 March 17, 2010 were reviewed and approved upon a motion by Mr. Owen and second by Mr. Shatterly. There was not Public Address to the Board.

Budget Amendment #10, an additional CP&L allocation for \$530.00 was approved upon a motion by Mrs. Thompson and second by Mr. Shatterly.

Board Members were informed of the following:

The State has suspended scheduled monitoring until further notice due to COVID 19.

The April payroll included Overtime paid in the amount of \$87.19.

Program integrity staff attended training March 17-19, 2020.

Agency's response to the Coronavirus with the implementation of altered work schedules, social distancing and the availability of protective gear was discussed.

The Agency's budget for SFY 2020-2021 was discussed and Board Members requested to have a separate budget meeting, preferably prior to the next regularly scheduled meeting of the Social Services Board. Board Members will be notified of the scheduled date for this meeting.

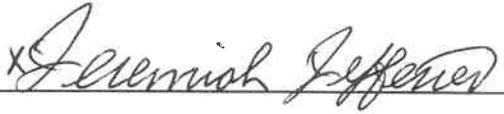
Upon a motion by Mrs. Gwynn and second by Mrs. Thompson, the Board entered into Closed Session to Consider the Compensation, Competence, Term of Appointment and Performance of an Individual Public Officer (NCGS143-318.1(a)(6) AT 9:18 a.m. The Board returned to Open Session upon a motion by Mr. Shatterly and second by Mr. Owen at 9:28 a.m.

Board Members requested that Supervisors not attend the meeting to report on the work within their Units unless a Board Member has a specific question for a specific member. This would allow Board Members to appropriately exercise recommended social distancing. Mr. Shatterly inquired about the number and status of Income Maintenance applications from the beginning of the month to the end of the month. Supervisors confirmed that with different types of applications having different due dates, some applications are not completed within the same month they are taken.

The next regularly scheduled meeting of the Social Services Board is scheduled for May 19, 2020 at 9:00 a.m. in the Conference Room of the Department of Social Services. Board Members will be notified of the date, time and location of the Budget meeting that is to be scheduled.

Upon a motion by Mrs. Thompson and second by Mr. Owen, the meeting of the Social Services Board was adjourned at 9:34 a.m.

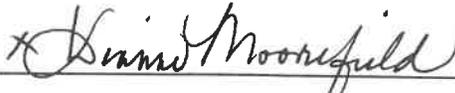
Respectfully Submitted:

A handwritten signature in cursive script, appearing to read "Jeremiah Jeffries", written over a horizontal line.

Mr. Jeremiah Jeffries, Chairman

5-19-2020

Date

A handwritten signature in cursive script, appearing to read "Dianne Moorefield", written over a horizontal line.

Ms. Dianne Moorefield, Secretary

5/19/2020

Date