

**New Hanover County  
Board of Social Services  
Minutes  
Multipurpose Room A  
9:00a.m. – 10:00a.m.**

The New Hanover County Board of Social Services met in open session on Tuesday, December 2, 2008 at 9:00 in Multipurpose Room A of the New Hanover County Department of Social Services.

ATTENDING: John E. Craig, Chairman; Bill Caster, Vice Chairman; Minerva Glidden; Evelyn Bryant; Patrick Riley

ALSO ATTENDING: LaVaughn Nesmith, Secretary to the Board; Stephanie Monteath, Assistant to the Director

Mr. Craig called the meeting to order at 9:11 a.m.

Mr. Caster led the invocation. Ms. Bryant led the pledge of allegiance.

Ms. Glidden moved for approval of the agenda. The motion was seconded by Mr. Riley and passed unanimously.

**CONSENT AGENDA**

Ms. Glidden moved to approve the consent agenda. The motion was seconded by Mr. Caster and passed unanimously.

**INFORMATION AGENDA**

**New Hires**

Stephanie Monteath introduced Nicole Murray, Carolyn DeGrammont and Julia Baer as CPS Social Workers. Linda Atkinson was introduced as a Food and Nutrition Caseworker.

**Service Awards**

Shannon Orlando has completed 5 years of service with New Hanover County. Dean Hollandsworth has completed 10 years of service with New Hanover County. Theodora Stenson has completed 15 years of service with New Hanover County.

**State Service Awards Certificates**

Mary John Brantley and Lawanda Granger were recognized by the State of North Carolina and given certificates for 25 years of service. Peggy Foose, Lisa Johnson, Andrea Kelly, Angela Lewis, Cheryl Mote, "Baby Contest Winner" Loretta Murphy, Bette Jean Peyton and Leslie Smiley were recognized by the State of North Carolina and given certificates for 20 years of service. Joann Swart was recognized by the State of North Carolina for 40 years of dedicated service.

## **SSDI**

Significant Service Delivery Indicator numbers were reviewed. There were no comments about the SSDI.

## **County Budget Expenditures**

Chris McNamee reviewed the areas of the budget which were highlighted. Additional CIP funds were received this year for heating and cooling expenses. Ms. McNamee explained that DSS distributes the Senior Disabled Low Income Tax Benefit. Ms. Glidden asked why the number for psychological services is so low. Ms. McNamee explained that the money will be spent but DSS is waiting for the invoices from health care providers to come in. Money in this category is also used for reunification assistance and for assisting to move children out of leveled facilities.

## **Director's Report**

There were no comments or questions about the Director's report.

## **STRATEGIC ACTION AGENDA**

### **Budget Process**

Ms. McNamee explained that the budget process aligns with Leading By Results (LBR). Guiding principles in budget development were reviewed to include: improving inter and intra agency communications to be professionally responsive to all County residents in need of services; enhance processes to provide services efficiently; provide adequate resources and supports to recruit and retain staff; and creatively adapt to changing County demographics. Parameters such as budget, State mandates, reimbursements and funding were reviewed. Ms. McNamee outlined various budget constraints such as unfunded/under-funded mandates; changing legislation; funding streams with restrictions; State standards; increased caseloads; etc. Sam Lane talked about the huge increase of requests for services in Food and Nutrition, Child Care and Medicaid. Mr. Nesmith explained the need to restructure the lobby to be an all-inclusive intake area for all services as noted in DSS's recent audit. The steps to complete the budget are as follows: leadership meeting to discuss strategies that will improve outcomes; unit and division meetings to discuss and justify needs; Staff training on County and State budget procedures and templates; Matching anticipated state and federal revenues with agency needs; Addressing gaps with anticipated county revenues; Revising proposed budget to address all constraints; Board retreat to discuss and amend budget proposal; Submission of budget to county administration. Ms. McNamee recapped the presentation and explained that the Board should feel comfortable enough and have enough information to be able to advocate for DSS's requested budget. Bill Caster asked how many positions were frozen in DSS. Sam Lane has an Administrative Support position vacant. Chris McNamee has had a vacant position since last Spring. She has requested this position be filled under a new classification as Information Support was moved under the County. Mr. Caster asked if janitorial services and such were included in DSS's budget. Ms. McNamee explained it goes into overhead for DSS.

### **Child Support Update**

Carla West explained that the economic downturn has effected Child Support collections. Many people have lost their jobs or are unable to find jobs. Originally the forecast was to increase collections by 5%. Young Williams is working very closely with the Court system putting together information packets. Information includes how to adjust child support when a non-custodial parent loses a job or has less income instead of not paying at all. Mr. Nesmith explained when Young Williams collects more than expected, the County receives incentive money which aids in payment of the Young Williams contract.

### **Budget Retreat Date**

A motion to choose February 17, 2009 for the Board Retreat Date was made by Mr. Caster. The motion was seconded by Mr. Craig and passed unanimously. The Board Retreat and Board Meeting will be combined from 9:00 – 3:00. Lunch will be served. The meeting is tentatively scheduled to take place at the Government Center. Bill Caster suggested the meeting be televised.

### **Next Meeting Objectives**

Adult Services Update

Director's Evaluation

### **Board Self Evaluation**

The Board completed self evaluations.

### **Additional Item**

Wanda Marino reminded everyone about the Foster Care roller skating party at Scooters from 6p.m. – 8p.m on Tuesday, December 16<sup>th</sup>.

As there were no additional items to discuss as provided in G.S. 154A-98 to consider information that is confidential pursuant to G.S. 108A-80 and or G.S. 154A-98, the board by consensus adjourned at 10:09 a.m.

Respectfully submitted,

LaVaughn Nesmith,  
Secretary to the Board

John E. Craig,  
Chairman

Date approved: \_\_\_\_\_

LN: scm

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