

**New Hanover County Board of Social Services**  
**October 6, 2009 Meeting Minutes**  
**Multi Purpose Room A**  
**9:00a.m. – 10:00 a.m.**

The New Hanover County Board of Social Services met in open session on Tuesday, October 6, 2009 at 9:00 in Multi Purpose Room A of the New Hanover County Department of Social Services.

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

ALSO ATTENDING: LaVaughn Nesmith, Secretary to the Board; Stephanie Monteath, Administrative Support Specialist

The Chairman called the meeting to order at 9:00 a.m. Mr. Caster moved for approval of the agenda. The motion was seconded by Mr. Glidden and passed unanimously.

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

#### **CONSENT AGENDA**

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

#### **INFORMATION AGENDA**

##### **Personnel**

Stephanie Monteath recognized Jean O’Keeffe, a former employee who has been hired to fill a temporary Family and Children’s Medicaid Zone 2 vacancy; Gail Carelli, the new agency attorney; and Latisha Corbett who was hired as a Family and Children’s Medicaid Zone 2 worker.

##### **Promotions**

Anabela Diaz was recognized for her promotion from Administrative Support Assistant to Fiscal Support Technician. Teresa Baughman was recognized for her promotion from Family and Children’s Medicaid Zone 2 caseworker to Adult Medicaid Zone 3 caseworker.

##### **Service Awards**

Rozann Burdick celebrates 5 years of service to New Hanover County this month.

##### **Separations**

Mr. Craig requested a summary of the September separations from DSS. Wanda Marino and Sam Lane each reviewed the separations from their sections. Mr. Nesmith and Chris Coudriet explained that the positions from the last set of early retirements should be filled by the end of this fiscal year to be in place in the next fiscal year. All new vacancies have been approved to be filled.

## **New Travel Policy**

John Craig asked about the policy where staff must use a county vehicle instead of a personal vehicle for in-town travel or a rental car instead of a personal car for long distance trips. Mr. Coudriet explained that the policy insists a county vehicle be used if one is available. Mr. Nesmith shared that an unmarked car has been obtained for after-hours workers use. Mr. Nesmith noted that 65% of the staff travel every day as part of their job. The more children who come into custody the more the agency incurs travel costs.

## **SSDI**

Mr. Caster talked about a report of a woman incarcerated for drugs where DSS needed to take custody of her two children under 12 months of age. Ms. Marino warned that the September SSDI will show an even higher number of children taken into DSS custody.

Mr. Nesmith talked about the letter that went out from Cape Fear Public Utility Authority (CFPUA) which led the public to incorrectly believe that DSS would assist with or pay monthly supplements for bills which were once subsidized by local municipalities.

Mr. Caster asked about the agency's involvement with LINC, Inc. Ms. McNamee said the LINC-trained youth assisted with clerical jobs and scanning in the agency.

## **County Budget Expenditures**

There were no questions or comments about County Budget Expenditures.

## **Director's Executive Report**

Mr. Craig asked that the board receive information from the County Break-Out Sessions.

## **STRATEGIC ACTION AGENDA**

### **Adoption Awareness Proclamation**

Ms. Glidden read the Adoption Awareness Proclamation. Mr. Caster moved to support the proclamation. The motion was seconded by Ms. Glidden and passed unanimously by the Board.

### **Medicaid Update**

Mary John Brantley explained the age and income requirements to be eligible for Adult Medicaid. Ms. Brantley reviewed the programs that are administered under Adult Medicaid including Long Term Care (nursing homes), In-Home Long Term Care, PACE-Program of All-inclusive Care for the Elderly, Special Assistance In-Home, and CAP-Community Alternatives Program. Ms. Brantley discussed staffing issues in the Adult Medicaid Unit.

Kath Heslin discussed the many programs within Family and Children's Medicaid. Ms. Heslin explained Family and Children's Medicaid assistance is income based. With the poor economy, many more people are applying for services and 62% were approved. Ms. Heslin reviewed challenges in providing timely, accurate assistance including

increased monitoring-“discouragement” (wherein a person must be seen and assessed for services if they come into the lobby area), frozen and vacant positions, the denial letters that have to be written in order for other services to become available and moving from monthly issued Medicaid cards to annual issued Medicaid cards.

Mary John Brantley talked about the new Medicare Low Income Subsidy program which provides assistance with prescriptions. Persons requesting this service must be evaluated for Medicaid eligibility, increasing workloads.

Ms. Brantley also discussed Cape Fear Health Net (CFHN) which is housed here at DSS. CFHN assists the.

Ms. Glidden asked if any of the programs discussed were available to undocumented persons. Ms. Heslin shared that only Medicaid for Pregnant Women and emergency Medicaid are available for undocumented people.

#### **Next Meeting Objectives**

Child Care Subsidy Update

Community Child Protection Team Update

Lobby Renovation Update

#### **Board Self Evaluation**

The Board completed self evaluations.

#### **Additional Items**

Ms. Bryant shared what she learned about the lobby renovations.

As there were no other 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 10:02 a.m.

Respectfully submitted,

LaVaughn Nesmith,  
Secretary to the Board

John E. Craig,  
Chairman

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

LN: scm

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