

Henderson County Board of Social Services

March 19, 2019 Regular Meeting Minutes

A. Call to Order

The Henderson County Board of Social Services meeting was called to order by Dr. Jennifer Hensley, Chairperson at 12:05 PM.

Board Members Present	Dr. Jennifer Hensley, Chair Penny Summey, Vice-Chair Tyra Kirby, Member Judy Smith, Member Melinda Lowrance, Member
Staff Leadership Present	Jerrie McFalls, Secretary to the Board/Director Sandy Morgan, Economic Benefits Program Administrator Kevin Marino, Social Work Program Administrator Joe Maxey, Administrative Officer Karen Vale, Clerk to the Board Amber Buchanan, IM Supervisor 2 – Long Term Care/Day Care April Cantrell, IMC 3 – Long Term Care
Guests	David Lambert, Homes for Youth Board Member

B. Public Input

Dr. Hensley asked for public input, there was none.

C. Adjustments to the Agenda

Dr. Hensley asked for any adjustments to the agenda. Under New Business, she would like to add: B. Board Application Process from the Social Services Commission and C. Child Abuse and Neglect Resolution for April.

D. Approval of Minutes

Dr. Hensley asked if there were any changes to the open session minutes from the February 19th, 2019 meeting; there were none. Vice-Chair Summey made a motion to approve the meeting minutes as presented, Mrs. Lowrance seconded the motion. All present were in favor and the motion passed. Karen Vale passed out copies of the closed session minutes from the February 19th, 2019 meeting for board member review. Dr. Hensley asked if there were any changes to those minutes, there were none. Vice-Chair Summey made a motion to approve the closed session meeting minutes as presented, Mrs. Lowrance seconded the motion. All present were in favor and the motion passed. Karen collected the closed meeting minutes and they were shredded.

E. Board Education

Amber Buchanan and April Cantrell introduced themselves and shared about their current positions at HC DSS. They provided 3 handouts to meeting attendees regarding Long Term Medicaid and Care Partners PACE program (**Attachments I – III**). Mrs. Buchanan explained the staff make up of her unit; she currently has 3 workers on Intake and 2 workers on Maintenance. Client rebuttals to worker determinations are reviewed by Mrs. Buchanan, occasionally with consultation from her supervisor Program Manager Debbie Freeman. Program Administrator Morgan is also consulted for more complex situations. Mrs. Buchanan reviewed transfer of asset guidelines and the applicable timelines for allowed transfers. Vice-Chair Summey added that people can get very creative when trying to hide assets. Mrs. Cantrell shared that PACE is a great

program for our county, and utilization of the program is increasing. There are only 200 slots in the program for residents of Buncombe County and Henderson County combined, and they are filling up rapidly. Not all NC counties have access to this program.

Mrs. Buchanan and Mrs. Cantrell excused themselves from the meeting.

F. Reports

Director's Monthly Report (Attachment IV)

Vice-Chair Summey asked Director McFalls about her thoughts on the letter dated February 22, 2019 to the Members of the North Carolina General Assembly (**Attachment V**) and House Bill 320 "Suspend Child Welfare/Aging Component/NC FAST" (**Attachment VI**). Director McFalls has participated in several conference calls/meetings around the topic of NC FAST and the rollout of Foster Care and In-Home (P4). The counties that are currently working in the pilot program for Foster Care and In-Home report major problems with the software. HC DSS is scheduled to go live for this section of NC FAST on July 22, 2019. If there is no signification progress on the legislation by next week, we will continue to move forward with our preparations as we draw closer to the July date. A rollout with foster care cases is concerning because of the large amount of information that is kept in a foster care case file that must be easily retrievable. Additionally, the foster care board payment portion of the software is not working correctly. This impacts the funds from the Federal government, the State government and County governments. Director McFalls applauded Mr. Marino and his staff who have worked tirelessly to prepare staff for this move to NC FAST. Director McFalls stated that the North Carolina School of Government has a public website that can be accessed to track the progress of bill's currently in the legislature. The website is updated daily. She will send the link to the website to the board members this afternoon.

Director McFalls highlighted TANF funding is only good through June 30, 2019, it will be up to Congress to pass legislation to continue funding after that date.

Dr. Hensley shared that the presentation to the County Commissioners during their March 4, 2019 meeting was very well received. She appreciates the work Program Administrator Kevin Marino and SPARC Executive Director Jackie Latek did to assist the commissioners in understanding the Family Centered Treatment (FCT) Program funded by the Duke Endowment. Mr. Marino added that during a recent meeting with Donald Ruse, Director of VAYA Health and Ms. Latek, he was assured that a service definition for the work done through FCT would be assigned a Medicaid code which would allow for funding to be pulled down to the agency for qualified clients.

March Employees of the Month (Attachment VII)

No Discussion

February Statistical Report (Attachment VIII)

No Discussion

March Program Administrator's Report (Attachments IX - X)

No discussion

Year-to-Date Budget Spreadsheet (Attachment XI)

No discussion

G. Old Business

None

H. New Business

FY 19-20 DSS Budget Presentation (Attachment XII-Board Approval Required)

Mr. Maxey started his presentation by explain the county budget process for the newer members of the board. Work began on this budget in late December, DSS staff presented to the County Commissioners and County Management staff during the January 16, 2019 budget workshop. With the county tax revaluation underway, the commissioners directed each department to complete a 4-year plan in September 2018 and incorporate that plan into their budget presentations. The real work begins when the revenue and spending estimates come from the State of North Carolina and are input into our spreadsheet. There are four categories: Administration/Operating Costs, Program Spending, Revenues, and General Assistance. The largest requests in the FY 19-20 budget are in staffing (increase by 12) and capital improvements (completion of future space to offices). The commissioners are very aware of the requirement of the State/County Memorandum of Understand, and the mandated services we must provide. The State has still failed to provide correct data or the formula's necessary to calculate the correct data. In addition to the 12 staff position, 3 current positions may be reclassified as Medicaid Transformation impacts delivery in the Medicaid Transportation area. Mrs. Morgan and her staff will monitor the work flow as we move into Medicaid Transformation and position reclassification will be completed timely. Vice-Chair Summey asked for a plan if the Commissioners approve the staffing but not the completion of the offices in future space. Director McFalls responded that the timeframe for posting and filling any approved positions would take a while. Management team would have to look at current office vacancies along with other options including the vendor offices and make the best decisions for the agency at that time. Director McFalls added that the completion of future space also includes enlarging the current SMART board room to comfortably accommodate all 30 supervisors with the option to divide the new layout into 3 individual classrooms. These proposed changes to future space will mean addressing the file room area (both economic services and child welfare). Some files will be purged based on the State of North Carolina's Retention Manual, other files will be scanned and shredded. There are adoption files that cannot be destroyed based on state guidelines, a storage room would have to be included to maintain those records. Proponents of NC FAST have repeatedly stated that implementation of NC FAST would lead to lower staff needs because the software would streamline duties and processes. To date, HC DSS has not seen that come to fruition. Mrs. Smith made a motion to support the FY 19-20 DSS Budget as presented and pass on to the County Commissioners as required. Mrs. Kirby seconded the motion; all board members present were in favor and the motion passed.

Board Application Process from the Social Services Commission

Dr. Hensley reminded the board members that Vice-Chair Summey's term will end on 6/30/19 and she is not eligible for reappointment. The Commission has notified Dr. Hensley that they will issue a public notice to fill the vacancy. Dr. Hensley's term as a HC Commissioner appointment will also expire on 6/30/19, but she is eligible to be reappointed and we will be contacted by Terry Wilson, Clerk to the Commissioners when that

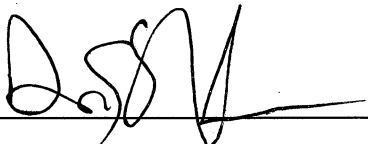
process starts. Dr. Hensley encouraged the board members to contact citizens they feel would be interested in being appointed and provide them with the contact information to the Commission or Clerk Karen Vale and she can get them an application form. Karen will add this item to the April Board agenda for any updates/reviews. Dr. Hensley ended this topic by sharing that she had received a call this morning from a member of the North Carolina Association of County Boards of Social Service inquiring about her interest in representing our district on their board. Dr. Hensley is excited to be asked to participate and will provide further information as she is made aware of it.

Child Abuse and Neglect Prevention Month in April

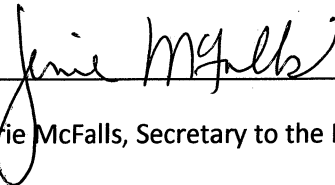
Dr. Hensley stated that the HC Commissioners would be issuing a resolution at their March 20, 2019 meeting designating the month of April as Child Abuse and Neglect Prevention Month in Henderson County. The meeting will take place at 9:00 AM.

I. Adjournment

There being no further discussion, Dr. Hensley made a motion to adjourn the meeting, Vice-Chair Summey seconded the motion, all present were in favor and the motion passed. The meeting was adjourned at 1:05 pm.



Dr. Jennifer Hensley, Chair Date

 5/21/19

Jerrie McFalls, Secretary to the Board Date

Attachments:

- I. Long Term Care Medicaid Unit Notes
- II. CarePartners PACE Newsletter – September 2018
- III. CarePartners PACE Brochure
- IV. Director’s Report – March 2019
- V. Letter to NC General Assembly from NCACDSS dated February 22, 2019
- VI. House Bill 320 “Suspend Child Welfare/Aging Component/NC FAST” filed March 22, 2019
- VII. Employees of the Month – March 2019
- VIII. Statistical Report – February 2018 to February 2019
- IX. Program Administrator’s Report – March 2019
- X. Economic Services HB 630 Report dated March 11, 2019
- XI. FY 18-19 8-Month YTD Spreadsheet
- XII. FY 19-20 Proposed DSS Budget