

Henderson County Board of Social Services

August 20th, 2019 Regular Meeting Minutes

A. Call to Order

The Henderson County Board of Social Services meeting was called to order by Board Chair Dr. Jennifer Hensley at 12:02 pm.

Board Members Present	Dr. Jennifer Hensley, Chair Melinda Lowrance, Vice-Chair Judy Smith, Member Margaret Stone, Member
Staff Leadership Present	Jerrie McFalls, Secretary to the Board/Director Marlene Wilkerson, Economic Benefits Supervisor III Kevin Marino, Social Work Program Administrator Joe Maxey, Administrative Officer Karen Vale, Clerk to the Board
Guests	Bao Xiong, IMC 2 for Family & Children's Maintenance and Outposted Dale Morgan, Community Member

B. Public Input

Dr. Hensley asked for public input, Mr. Dale Morgan asked to speak to the board. Dr. Hensley stated that Mr. Morgan was welcome to speak to the board, but any confidential information would have to be submitted to the board prior to the next board meeting in accordance with the DSS Board Policy for Public Input dated July 2013. Clerk Karen Vale supplied Mr. Morgan with the policy prior to the meeting. Mr. Morgan stated that he understood the parameters of his input and would prepare and submit the necessary documents prior to the September 17th meeting. Mr. Morgan asked the members to refer to the DSS Mission statement regarding preservation of family, he feels he needs to stand up for his rights as a grandparent and a citizen of Henderson County. Dr. Hensley thanked Mr. Morgan for his input, stated that they would welcome his input at the September meeting, and shared that the Board of Social Services does not have direct input authority regarding case specific decisions made by DSS staff. Director McFalls asked Mr. Morgan to meet with Social Work Program Administrator Kevin Marino and herself later this week to discuss the details of his concerns. Mr. Morgan thanked everyone for their time.

C. Adjustments to the Agenda

Dr. Hensley asked for any adjustments to the agenda, there were none.

D. Approval of Minutes

Dr. Hensley asked if there were any changes to the open session minutes from the July 16th, 2019 meeting; there were none. Mrs. Stone made a motion to approve the minutes, Vice-Chair Lowrance seconded the motion. All present were in favor and the motion passed.

E. Board Education

Income Maintenance Caseworker Bao Xiong shared information regarding the Family Planning Program (FPP) that is part of Medicaid. She explained that there are no age requirements for participation in the program and that applications are reviewed for broader Medicaid programs before an applicant is dropped down to the basic coverage of FPP. A variety of family planning services are covered for men

and women and a complete list is available by calling the Careline at 1-800-662-7030. Mrs. Xiong provided several handouts that reviewed the eligibility requirements, NC DHHS website information, MAGI chart with income limits, and pages from the Family and Children's Medicaid Manual that review FPP (**Attachments I-IV**).

Dr. Hensley thanked Mrs. Xiong for providing the information and answering the board members questions. Mrs. Xiong left the meeting at 12:23 pm.

F. Reports

Director's Monthly Report (Attachment V)

Director McFalls highlighted the information provided on Medicaid Transformation, specifically the "Added Services" chart (**Attachment VI**) outlining the additional services available from the providers. This tactic has not been used before and the services vary depending on the provider. Clients will be directed to a third-party broker, who will help them complete the enrollment process, choosing the plan that best fit's their needs. The chart has five companies listed, but Henderson County will not have access to Carolina Complete Health. The standard of care will be the same through each provider, the added services will be different. Director McFalls stated that the added services are funded through the payments to the providers. She also reminded the board that without an overall budget or a mini-budget for the program, there will be no money to pay for the program and it could be halted at any time. Director McFalls also reviewed the three sections of Medicaid Transformation: 1 – Standard Plan, which is what has been discussed today. Henderson County has approximately 13,000 residents that are impacted by the start of this plan. 2 – Tailored Plans that will start in 2021 and will be for county residents that have more serious health issues, including mental health issues. 3 – Traditional Medicaid will still be available for a small number of county residents that have been set aside from the two prior plans. DSS will continue to determine eligibility and monitor those cases., i.e. children in foster care.

August Employees of the Month (Attachment VII)

No Discussion

July 2018-July 2019 Statistical Report (Attachment VIII)

No Discussion

August Program Administrator's Report (Attachment IX)

No Discussion

G. Old Business

Social Services Institute

Director McFalls shared that several staff attended the institute, more than in any prior year. They found the workshops to be very helpful, covering many topics. She also shared that there were over 1,100 attendees for the entire event. Mrs. Smith shared that the New Board Member Training that she attended on Tuesday was good. Mrs. Smith asked about the 14 recommendations that were mentioned during her training. Mrs. McFalls explained that those recommendations came from the Social Services

Work Group that met over an extended period. The recommendation that has been discussed the most is the proposal to regionalize DSS offices. These recommendations were sent to the NC legislature for funding, it is not likely that all the proposals will be funded. Dr. Hensley added that she will attending her first NCACBSS meeting at the end of October, and she will bring back and share any information.

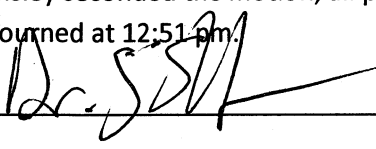
H. New Business

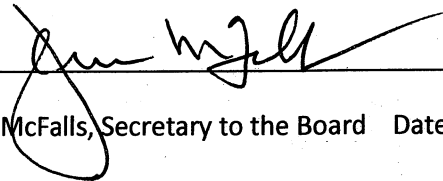
Social Services Records Retention Schedule*

Director McFalls explained that guidance regarding records retention at DSS comes from two sources: The NC Department of Natural and Cultural Resources and the NC Department of Health and Human Services. Before DSS can destroy records, the funding source for the program and the reference value must be addressed. The Department of Natural and Cultural Resources addresses the reference value and NC DHHS provides the funding source schedule. The first step is the acknowledgement by the Henderson County Board of Social Services, agreeing to the schedule. Once the local DSS board acknowledges the schedule, it will be sent to the County Commissioners for approval. Director McFalls added that electronic records are addressed in a separate document. HC DSS currently scans many records into Laserfische or Northwoods Compass based on the program area. We also have files that have not be scanned but may be eligible for destruction. The destruction project will take several staff members to ensure compliance with the schedules. Vice-Chair Lowrance asked if additional staff will need to be brought in to work on this project? Director McFalls stated that current staffing will be enough, we will need temporary workers when the time comes to move the paper files to the new storage area to make room for the future space renovation. Vice-Chair Lowrance made a motion to accept the retention schedules as presented, Chair Hensley seconded the motion, all present were in favor and the motion passed.

I. Adjournment

There being no further discussion, Vice-Chair Lowrance made a motion to adjourn the meeting, Chair Hensley seconded the motion, all present were in favor and the motion passed. The meeting was adjourned at 12:51 pm.





Dr. Jennifer Hensley, Chair Date

Jerrie McFalls, Secretary to the Board Date

Attachments:

- I. Family Planning Program Power Point
- II. Be Smart Medicaid Family Planning Sheet
- III. Family and Children’s Medicaid Manual – Family Planning Program Change No. 13-18
- IV. MAGI Income Limit Chart
- V. Director’s Report – August 2019
- VI. Added Services Chart – Medicaid Transformation
- VII. August Employees of the Month
- VIII. July 2018 – July 2019 Statistical Report
- IX. Program Administrator’s Report – August 2019
- X. FY 18-19 Year Ending Budget Summary