

Henderson County Board of Social Services

July 21st, 2020 Regular Meeting Minutes

A. Call to Order

The Henderson County Board of Social Services meeting was called to order by Director Jerrie McFalls at 12:08 pm.

Board Members Present	Dr. Jennifer Hensley, Chair Melinda Lowrance, Vice-Chair Judy Smith, Member Margaret Stone, Member (Via Phone)
Staff Leadership Present	Jerrie McFalls, Secretary to the Board/Director Joe Maxey, Administrative Officer Jillian Humphries, Income Maintenance Program Administrator Karen Vale, Clerk to the Board
Guest	None

B. Welcome and Oath of Office: Joshua Simpson

Director McFalls welcomed Joshua Simpson to the Board of Social Services. His appointment by the Henderson County Commissioners was approved at their June 17th, 2020 meeting. Mr. Simpson will fill the seat previously held by Tyra Kirby. His term will be from 7/1/2020 – 6/30/2023. Each member of the Board introduced themselves. Karen Vale, Clerk to the Board, swore in Mr. Simpson.

C. DSS Board Elections:

Director McFalls reviewed the nominations for FY 20-21 Board Chair and Vice-Chair. Dr. Jennifer Hensley has been nominated to serve as Board Chair, Melinda Lowrance has been nominated to serve as Vice-Chair (pending her re-appointment to the Board by the Social Services Commission at their meeting on 7/29/20). Director McFalls asked each board member present to vote individually for Chair, each member voted yes. She then asked each board member present to vote individually for Vice-Chair, each member voted yes. Dr. Hensley took over direction of the meeting.

D. Public Input

None

E. Adjustments to the Agenda

None

F. Approval of Minutes

Dr. Hensley asked if there were any changes to the minutes from the June 16th, 2020 regular meeting; there were none. Vice-Chair Lowrance made a motion to approve the minutes as written, Mrs. Smith seconded the motion. All present were in favor and the motion passed.

G. Reports

Director's Monthly Report (Attachment I)

Dr. Hensley explained to Mr. Simpson that the management staff submits monthly updates to the Board on their specific program area and this portion of the meeting is for questions regarding those reports.

Vice-Chair Lowrance asked about the office moves for the Child Support Staff. Director McFalls shared that the staff will move into their new offices in the recently completed future space on July 27th. Additionally, moves by Economic Benefits staff will start the week after Child Support to fill the remaining new offices with the end goal of

all staff having their own office area. Two conference rooms were also added during this renovation, as well as a shower area for social work staff to utilize.

The FY 19-20 12 Month YTD financials have been released (**Attachment VII**). The salaries section is accurate for the year with a total of \$809,112 left. Funds were also left in the Technology line, and a total of \$375,438 in the Administrative section. For FY 19-20, DSS was underbudget by \$1,234.426 or 91.3% of our approved budget. These unspent funds consist mostly of County funds. Mr. Simpson asked if this impacted our new FY 20-21 budget, to which Director McFalls explained that there would be no impact as each year stands on its own. Director McFalls explained the County budget process to Mr. Simpson, starting with the County budget workshops in January through the final approval of the County budget in June.

July Employees of the Month (Attachment III)

No Discussion

June 2019-June 2020 Statistical Report (Attachment IV)

Dr. Hensley asked about the rise in Children in Custody (0-18) as compared to the drop in Investigations Initiated? Director McFalls responded that although Investigations Initiated are down, the severity of the reports is higher, which leads to a quicker move into DSS custody.

The drop in CPS-Foster Care (18-21) is due to participants turning 21 and coming out of the program.

July Program Administrator's Report (Attachment VI)

No Discussion

H. Old Business

COVID-19 Agency Impact

With the School Board decision to conduct the first 6 weeks of the school year virtually, DSS is looking at avenues to support our staff and ensure that the mandated work is done. Director McFalls shared that when COVID-19 first affected staff's ability to work at the Health & Human Services Bldg., some accommodations had to be made to schedules at that time. The information from the school district indicates that virtual instruction this Fall will be more formalized with attendance taken and class participation recorded. Instruction will take place from 8-12 and most students will need to be on-line that entire period. The management team is looking at options for staff, IT equipment availability, E-PSLA and E-FMLA, and schedule accommodations to support our staff.

Director McFalls understands that the School District's "Meals on the Bus" program will continue through this timeframe. Area neighborhoods will be on the bus routes, with food available for pick-up. Mr. Simpson shared that the YMCA is also looking at continuing their program through this period utilizing grant funding from the USDA if the funding is extended. If the funding is not extended, the YMCA will try to continue the program with the food donated by area farmers/merchants. Vice-Chair Lowrance will check with the United Way Community Foundation to see if funds are available through their COVID-19 grant.

Ms. Humphries shared that currently additional benefits through the FNS program will end in July and the Pandemic-EBT funding ended in June.

Concerns are growing for students that are unable to access Wi-Fi for school in the Fall, as well as those students who do not participate in virtual classes. Roughly 30% of students did not participate on a regular basis when virtual learning was started in March 2020. The impact of the schooling changes is going to be felt for a long time. Mr. Simpson asked if this change to the school year will impact FNS? It could prompt the USDA to issue another waiver for additional benefits. How will this affect school funding in the coming year as more funds are diverted to other sources, school budget may be impacted. Director McFalls shared that DHHS will be conducting their 100 County Call on Wednesday, July 22nd; childcare and nutrition for home-bound students are topics of discussion. Foster parents will also be impacted as many of them are working outside the home and will now have to plan for the foster children placed with them. Staff that need leave to care for their children due to school closure and/or day care closure qualify for Emergency Paid Sick Leave and Emergency FMLA under the Families First Coronavirus Response Act. E-PSLA covers 75 hours at a 2/3 rate of pay and E-FMLA covers 10 weeks also at 2/3 rate of pay. Employees can opt to utilize their own leave accruals to supplement the remaining 1/3 to have a full paycheck. Vice-Chair Lowrance asked about how best to help staff? Director McFalls asked that the board members forward any idea's they can about how the community is responding and any idea's for working with the staff.

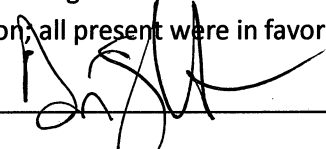
I. New Business

Energy Outreach Plan for FY 20-21*

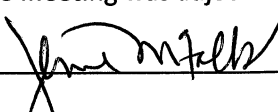
Program Administrator Jillian Humphries shared that the Board of Social Services must review and approve the outreach plan each fiscal year. This plan reviews how the Low-Income Energy Assistance Program will be conducted for the upcoming winter season. There were no questions regarding the plan, Mrs. Smith made a motion to approve the plan as written, Vice-Chair Lowrance seconded the motion. All board members were polled for their vote, all approved. The motion carried.

J. Adjournment

There being no further discussion, Mrs. Lowrance made a motion to adjourn the meeting, Mrs. Smith seconded the motion, all present were in favor. The motion passed and the meeting was adjourned at 1:20 pm.



Dr. Jennifer Hensley, Chair Date

 9/15/2020

Jerrie McFalls, Secretary to the Board Date

Attachments:

- I. Director's Report – July 2020
- II. COVID-19 Chart – Interview Requirement for FNS
- III. July Employees of the Month
- IV. June 2019 – June 2020 Statistical Report
- V. 4th Quarter Personnel Report
- VI. Program Administrator's Report – July 2020
- VII. 12-Month YTD Budget Report
- VIII. Energy Program Outreach Plan