

**Forsyth County Department of Social Services**  
**Board Meeting**  
**March 27, 2017**

**Board Members present:** Nancy Young (Vice Chair), Com. Dave Plyler and Claudette Weston.

**Board Members absent:** Evelyn Terry

**Others present:** Debra Donahue (Director), Michael LaDisa (Deputy Director), Victor Isler (Family & Children's Director), Diane Wimmer (Adult Division Director), Kim Collie (Asst. Division Director Income Support), Tiffiany Lamarque (Asst. Division Director Income Support), Linda Daum (Business Officer), Gloria Woods (County Attorney), Gail Anderson (Admin. Asst.)

Meeting called to order at 11:30 am

**New employees introduced:**

Child Support: Calvin Boyd and Winter Howell

From Income Support: Brittany Bowe, Christa Cutrell, Yolanda James-Hairston, Curtis Lee, Kimberly Lucado, Natasha Price, Autumn "Shay" Shaw.

- I. Consent
  - A. Minutes from February 27, 2017- Minutes were presented motion made to approve by Claudette Weston seconded by Dave Plyler, passed by voice vote.
- II. Director's Report- Debra Donahue
  - A. HR Vacancies
    - i. Current Vacancies: 38
      1. Majority of vacancies in Family & Children and Income Support Divisions
      2. Income Support is currently creating an applicant pool to hire for future vacancies.
    - ii. FMLA
      1. 3.19% of staff on FMLA
      2. 103 claims were closed
  - B. Budget
    - i. Pending
      1. Contingent upon State Budget and Federal changes in funding
      2. Recognize Linda Daum and Adam Pendlebury for their long hours working on the budget
  - C. Pilot program with Food and Nutrition
    - i. Benefits Data Trust (BDT) will target 60+ years population for Food Nutrition Services (Food Stamps)

- ii. The number of eligible customers in Forsyth County has not been determined.
  - D. Final report from Poverty Task Force
    - i. Report is available on line. The report utilizes several factors to determine impact on quality of life for those individuals experiencing poverty in Forsyth County
  - E. Partnership with Public Health
    - i. WIC Program
  - F. Plans to co-locate staff to offer services. Planning meeting is scheduled in April
- III. Division updates
  - A. Adult Services-Debra
    - i. "If Only" Program continues to assist customers with special request
    - ii. Adult services will be active participants in BDT pilot
  - B. Business Office- Linda Daum
    - i. Budget Preparation-
      1. Continuing to work on 2017-2018 Budget
      2. Will be presented April 3 at 2 pm to county
      3. Will bring to DSS board at next meeting
    - ii. Changes due to state funding
      1. Day care –county will be able to retain ¼ of monies to ensure providers are paid if they are unable to convert.
      2. Medicaid Transportation funds now will be paid directly from state
      3. Addressing unfunded mandates like the program for 18-21 year olds in foster care
  - C. Child Support – Michael Ladisa
    - i. Continuing to make progress in Establishment, all other categories have met goals for the month.
    - ii. Incentives making progress in all areas
  - D. Family and Children's –Victor Isler
    - i. Child Abuse Awareness month is next Month (April)
      1. April 3 Balloon Release 12:30 pm FC Court House
      2. April 7 Ring Out Against Child Abuse 12:00 pm Family Services Income
      3. April 12 Exchange SCAN Open House 11:00 am
      4. April 12 Light of Hope Memorial Service at 7:00 pm, Great Commission Community Church

- 5. April 26 Multi-disciplinary Team Appreciation Breakfast at 8:00AM, Exchange SCAN
- 6. April 27 Celebration for Children at 5:30 at Bolton Park will be a family fun day with vendors.
- ii. Intensive Child Fatality Review was completed on March 14-15
  - 1. Complimented on Dictation and Format.
- iii. Collaboration with Winston-Salem Police Department and CPS
- iv. Performance measures
  - 1. With new Attorney should be seeing improvements in Adoption over the next 6-9 months
- E. Income Support-Kim Collie
  - i. Child Care Conversion
    - 1. Completed ahead of schedule
    - 2. Has been converted into NC Fast
  - ii. Staff Development
    - 1. Two lead workers graduated from Emerging Leaders course
    - 2. Five graduated from Foundations Supervisory class
- F. Program Integrity- Tiffany Lamarque
  - i. Have 694 act investigations which could result in potential revenues for the County of \$232,396
  - ii. Conducted 167 interviews have disqualified 63 as a result of misused benefits
  - iii. Will be getting an additional security guard to work with PI who is bilingual.
  - iv. Working with educating the DA's office about misuse and money being lost due to fraud
  - v. Energy Pilot is complete. We are up to date on Energy applications.
- G. Strategic Initiatives- Debra
  - i. Report shows all programs involved in the last month.
  - ii. Looking to get staff for Food and Nutrition into other locations and work on access for rural locations.

IV. Other Discussion

A. Audits Reports

- i. Single Audits will start again in June

Motion made to adjourn by Dave Plyler, seconded by Claudette Weston, voice vote approved.

Meeting adjourned

Next meeting will be **April 24, 2017 at 11:30 am**