

June 28, 2022

The Alamance County Social Services Board met for its regular monthly meeting on this date. The meeting was held at Family Justice Center, 1950 Martin Street, Burlington NC with the following in attendance were: Ms. Heidi Norwick, Chair, DSS Board Chair; Ms. Maria Hernandez, DSS Board Member; Dr. Ernest Eason, DSS Board Member (Zoom); Ms. Edna Parker, Vice-Chair; Commissioner Pamela T. Thompson, DSS Board Member; Ms. Lynette Wellons, Assistant Director of Services; Ms. Candice Gobble, Assistant Director of Operations; Ms. Jamie Hatfield, Economic Services Program Manager; Ms. Wendy Roberts, Economic Services Program Manager; Ms. LaPorscha McCullough, Adult Services Program Manager; Mr. Robert Ring, HR Director; Ms. Danae Pickard, Economic Services Program Manager; Ms. Skye Sullivan, FJC Director; Mr. Jason Cole, IT Director; Ms. Jamie Hamlett, Attorney; Ms. Sharon S. Scott, Interim DSS Director and Ms. Charity Patterson, Services for the Blind were present.

Heidi Norwick, DSS Chair opened the meeting.

**Public Comment:**

None

**Consent Agenda: Heidi Norwick, DSS Board Chair**

May items on the consent agenda approved. Vice-Chair Edna Parker made motion to approve and seconded by Maria Hernandez, Board Member.

**Staff Reports:**

**Fiscal: Ms. Candice Gobble**

	<b>MAY 2022</b>	<b>% OF BUDGET</b>	<b>PRIOR YTD</b>	<b>% OF BUDGET</b>
REVENUES	\$12,577,445.84	87%	\$10,658,269.00	92%
EXPENDITURES	\$18,667,061.45	79%	\$16,685,178.00	85%

Assistant Director Gobble reported on the recent HVAC work that is being conducted at DSS. We have run into unexpected obstacles that require special attention. The most recent phase of the project (Child Support Area) – the HVAC team has found two old decommissioned steam pipes to have asbestos pipe wraps. According to the HVAC team, these wraps are common practice in older buildings. The pipe wraps are safe and present no hazards as long as they are undisturbed. The HVAC team will remove these older lines to assure they pose no risk and continue with the new HVAC installation.

The County has scheduled certified abatement contractor for July 5, 2022 to begin the work. They anticipate the work will last for three days. The Child Support staff have all been relocated due to

HVAC process so no new moves were needed. The area will be tightly sealed with no access to employees during the remediation work. Once the work is completed, a separate outside firm will complete air samplings to assure the area is completely clean and in compliance with air quality standards. Once both of these processes are complete, the HVAC team will return to the space and continue with the installation process.

**Fraud: See report –**

Unit	May 2022	May 2021	Current YTD	Prior Fiscal Year
Fraud	\$1,938.82	\$6,345.65	\$66,862.48	\$66,331.46

**Services – Ms. Lynette Wellons/Assistant Director of Services -**

**Adult and Family Services Program Manager: LaPorscha McCullough**

**Child Support – (Statistical Report Information) – see report.**

Unit	May 2022	May 2021	Current YTD	Prior Fiscal Year
Child Support	\$1,010,716.92	\$928,685.14	\$14,936,525.27	\$10,142,077.82

**Adult Services -**

- No Report

**Children Services Program Manager: Ms. Angela Cole/Ms. Rebecca Lambert**

- No Report

**Economic Support: Ms. Jamie Hatfield/Ms. Danae Pickard/Ms. Wendy Roberts**

Ms. Pickard reported the following:

**Energy Programs Outreach Plan –**

To maximize the success of the Low-Income Energy Assistance Programs, outreach to county residents through key community partner stakeholders, each County of Department of Social Services is required to develop and implement an Energy Program Outreach Plan. This plan is a framework to assure that eligible households are made aware of the assistance available through the energy programs.

Each County has an outreach planning committee that meets twice a year to create opportunity for collaboration to discuss and plan how to effectively reach county residents to provide information of the services provided by the energy programs.

Alamance County Committee Members consist of the following:

<b>Community Partner Agency</b>	<b>Community Staff Person</b>
Salvation Army	Lt. Jimmy Pierre
Allied Churches	Jai Baker
Burlington Housing Authority	Allen Blue
Alamance County Libraries	Susana Goldman
Centro La Comunidad	Lucy Rubiano
Meals on Wheels	Amanda Bartolomeo

The committee will meet to discuss the following agenda items:

- Explanation of Programs & Basic Eligibility requirements
- Identify outreach activities related to Elderly and Vulnerable Population
- Identify outreach activities for disabled and children under 5 population
- Identify off-site application locations
- Increase community awareness regarding Energy Programs

The plan must be approved by the local Board of Social Services before submitted to NC Division of Health and Service Regulation.

***Action: Motion made by Maria Hernandez and seconded by Vice-Chair Edna Parker. The vote was unanimous. Energy Outreach Plan approved June 28, 2022.***

**Family Justice Center – Skye Sullivan**

No report.

**Operations – Ms. Candice Gobble, Assistant Director of Operations**

**Administrative Support/Personnel: Robert Ring**

See Statistical Report – as of May 31, 2022

<b>Vacancies</b>	37
<b>New Hires</b>	16
<b>Interagency Transfers</b>	2
<b>Resignations</b>	4

**Energy Programs: Danae Pickard**

- See Energy Outreach Plan

**Child Care: Candice Gobble**

- No report.

**IT Report: Mr. Jason Cole**

- No report.

**Director’s Report – Sharon S. Scott, Interim Director–**

Chair Heidi Norwick updated Management Staff regarding DSS Director position. There have twelve interviews within the last two weeks. The interviews have been narrowed down to three potential candidates.

Chair Norwick thanked Interim Director Sharon Scott for her hard work during this transition. The board appreciates your diligence and leadership during this process.

**New Business:**

- No report

**Announcements:**

**Adjournment -**

The next board meeting is 12:00 noon **Tuesday, July 26, 2022** at 319 N. Graham Hopedale Rd., Suite C, Burlington NC – Education Rooms A & B located on 1<sup>st</sup> Floor.

There being no further business the meeting was adjourned.

Respectfully Submitted:

*Carmen L. Morrow*

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