

January 25, 2022

The Alamance County Social Services Board met for its regular monthly meeting on this date. The meeting was held virtual (zoom) with the following in attendance were: Commissioner Pamela T. Thompson, DSS Board Member; Ms. Heidi Norwick, Chair, DSS Board Chair; Dr. Ernest Eason, DSS Board Member; Ms. Edna Parker, Vice-Chair, DSS Board Member; Ms. Maria Hernandez, DSS Board Member; Ms. Adrian W. Daye, Social Services Director; Ms. Lynette Wellons, Assistant Director of Services; Ms. Angela Cole, Child Welfare Program Manager; 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; Ms. Danae Pickard, Economic Services Program Manager; Ms. Jamie Hamlett, DSS Attorney; Ms. Skye Sullivan, FJC Director; Ms. Andrea Rollins, County Budget Analyst Director and Ms. Selina Campbell, County Finance Office were present.

Heidi Norwick, DSS Chair opened the meeting.

Chair Norwick gave brief comments regarding Director Adrian Daye who will be retiring from the agency February 2022. This is her last official Social Services Board meeting. It has been a pleasure working with you for many years. Your leadership and support have been astounding especially during the pandemic. It will be hard to fill your shoes.

Chair Norwick formally thanked Director Daye for her services to Social Services and to the citizens of Alamance County from Alamance County Social Services Board.

**Public Comment:**

None –

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

November/December items on the consent agenda approved. Commissioner Pamela Thompson made motion to approve and seconded by Maria Hernandez, Board Member.

**Staff Reports:**

*No reports given – please see packet of information attached.*

**Fiscal: Ms. Candice Gobble**

	<b>DECEMBER 2021</b>	<b>% OF BUDGET</b>	<b>PRIOR YTD</b>	<b>% OF BUDGET</b>
REVENUES	\$6,806,321.00	52%	\$5,252,439.00	45%
EXPENDITURES	\$8,751,333.00	38%	\$8,928,640.00	45%

**Fraud: See report –**

Unit	December 2021	December 2020	Current YTD	Prior Fiscal Year
Fraud	\$1,321.00	\$5,750.00	\$47,891.80	\$32,609.01

**Performance Management -**

*No report due to DSS Management Team members to attend funeral of DSS staff member.*

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

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

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

Unit	December 2021	December 2020	Current YTD	Prior Fiscal Year
Child Support	\$859,741.80	\$873,550.79	\$5,201,786.19	\$5,530,811.20

**Adult Services -**

*No report.*

**Children Services Program Manager: Ms. Angela Cole/Ms. Ayoka Baldwin**

*No report.*

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

*No report.*

**Family Justice Center – Skye Sullivan**

*No report.*

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

*No report.*

**Administrative Support/Personnel: Robert Ring**

See Statistical Report – as of December 31, 2021

Vacancies	49
New Hires	7
Interagency Transfers	1
Resignations	5

**Separation Report: (Quarterly) –**

<b>Unit</b>	<b>Number of Separations</b>	<b>Reason for Separation</b>
<b>Economic Services</b>	<b>6</b>	<b>Other Employment – 2 Retirement – 1 Job Wasn't for Her – 1 Work Environment – 1 Personal Reasons – 1</b>
<b>Adult Services</b>	<b>6</b>	<b>Other Employment – 3 Mental Health – 1 Released from Probation – 1 Didn't Return from FMLA -1</b>
<b>Child Welfare</b>	<b>7</b>	<b>Other Employment – 3 Moved – 2 No Reason Given – 1 Walked Off Job – 1</b>
<b>Child Support</b>	<b>4</b>	<b>Other Employment – 2 Released from Probation – 1 Family Reasons - 1</b>

**Energy Programs: Danae Pickard**

See Economic Services Report

**Child Care: Candice Gobble**

See Performance Management Report

**IT Report: Mr. Jason Cole**

*No report.*

**Director's Report – Ms. Adrian Daye, Director –**

Director Daye thanked Alamance County Social Services Board members for the support they have given her during her tenure, but more importantly to the staff as well as citizens of Alamance County.

Director Daye announced Alamance County Commissioners approved the \$5000 across-the-board raise for all DSS staff at the December Commissioners meeting. This raise will help Alamance County DSS compete with surrounding counties for employment. We will continue to monitor and give report at each Commissioner's meeting about the hiring process.

Director Daye announced DSS will have a budget amendment at the next Commissioners meeting for Family Justice Center (FJC) to apply for Governor's Crime Commission Grant – the grant will need Commissioners' approval.

**Question: Is it good to go to Commissioners meeting when DSS is on the agenda?**

**Answer:** *It depends – there have been times where we need Board support for items. The meetings are very informative. As a rule of thumb, please look over the agenda beforehand to see if DSS has an agenda item.*

Director Daye thanked all DSS Board Members for their continued support and advocacy for staff as well as the citizens of Alamance County. Director Daye wished all Happy Thanksgiving.

### **New Business: DSS Connecting Links (All Staff)**

Wendy Roberts, Economic Services Program Manager opened the presentation and how the presentation will follow “John” through the services at Social Services. We are hopeful the presentation will give you board members a better understanding of the Division of Labor throughout Social Services.

All Departments through Social Services work collaboratively together to assist community needs.

#### **Presentation followed the Family of John:**

- John – 32, male, single; lives with elderly mother & 2 children
- Jack – 10, male, 5<sup>th</sup> grade student, lives with dad, grandmother, and sister Jill.
- Bernice – 82, widower
- Jill – 6, female, 1<sup>st</sup> grade student

Angela Cole, Child Welfare Program Manager presented the “Situation”, Investigative Assessment and Behind the Scenes issue with the family.

Wendy Roberts concluded the presentation with including Economic Services and Reception staff within the “Situation”.

#### **John’s Interaction with DSS –**

Child Protective Services (CPS) report affected multiple areas from Social Workers, Economic Services staff, IT and Fiscal staff.

No area of DSS functions independently

Other departments that are vital to the agency success

- Legal – court documents, etc.
- Fiscal – Foster Care paperwork – CIP funds
- IT – Compass documentation system used by all DSS staff
- Reception –
- Word Processing – dictation of court reports
- Human Resources - Hiring

The Family of John will conclude at the February Board meeting.

#### **Announcements:**

No meeting in December. Happy Thanksgiving and Happy Holidays!

#### **Adjournment -**

The next board meeting is 12:00 noon **Tuesday, February 22, 2022** via zoom.

There being no further business the meeting was adjourned.

Respectfully Submitted:

*Carmen L. Morrow*

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