

**DAVIDSON COUNTY
DEPARTMENT OF SOCIAL SERVICES**

Dale Moorefield, Director



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**Davidson County Department of Social Services
Board Meeting Minutes
December 14, 2018**

Board Members Present

Mr. Andy Morris, Mr. Richard Wagner, Mrs. Jane Murphy

Others in Attendance

Mr. Dale Moorefield; Mr. Scott Craver; Ms. Katrina McMasters; Mrs. Elizabeth Huff; Mrs. Susan Craig; Mrs. Caroline Hedrick; Mrs. Kathy Repogle; Mrs. Sherry Woodyard

Call to Order

The meeting was called to order at 11:30 a.m. by Mr. Andy Morris. An invocation was offered by Mr. Morris.

Adoption of Agenda

Mr. Dale Moorefield requested that the agenda be amended to add Security Follow Up as Old Business, item F.1. Mr. Richard Wagner motioned to approve the amended Agenda and Mrs. Jane Murphy seconded the motion. The Agenda was approved unanimously.

Approval of Minutes

Mr. Richard Wagner made a motion to approve the minutes of the November 27, 2018 meeting. Mrs. Jane Murphy seconded this motion. The minutes were approved unanimously.

Public Address

There was no public address.

Management Report

Mr. Dale Moorefield provided highlights of the management report. No expenditure report was provided due to incomplete month end data. The Vacancy Report is similar to last month with 12 vacancies listed on the report; however, 5 positions have been filled since the report was completed. There are currently 7 vacancies, which include 4 Income Maintenance Caseworkers, 1 Medicaid Transportation Coordinator, 1 Foster Care Social Worker, and 1 CPS Investigations/Assessment/Treatment position. These numbers include positions to be filled due to upcoming retirements. Retirements include Wanda Woods (IMC II) and Kathy

Repogle (Adult Services Intake). Brittany Bryson (Program Integrity) is leaving at the end of the month for a position closer to her home.

For Child Support, 41% of the year has lapsed and collections are at 39.57% with over one million dollars collected for the month of November. Normally, collections increase in March/April due to tax intercepts. Mr. Moorefield shared that under HB 630 requirements and the MOU's with DHHS that Child Support was going to be the first program reviewed. Davidson County's Child Support Enforcement Program Integrity Representative will serve as the data validation person for child support and this is in the initial stages for state monitoring. No counties will be on a work plan for this first year and our CSE Program Rep. is consistently complimentary of our County's Child Support Enforcement program.

Child Protective Services received 230 reports for the month of November, which is a decline, compared to the prior months. The number of accepted reports increased to 131 and our total number of children involved in accepted cases increased from 203 to 267 children. Children served through In-Home Services increased by 25 children. Eight children were brought into custody during this past month. Educational personnel continue to be our lead source of CPS reports. Katrina McMasters shared that there were 3 reported fatalities to DSS and 2 others in which no details have been received to date from law enforcement. Of the 5 child fatalities, 2 had open DSS cases; one case had been opened only a few days and the other a couple weeks prior to the fatalities. Our involvement had been appropriate and Ms. McMasters expressed that many times co-sleeping is a cause of child fatalities.

Foster Care Services had 187 children in custody for November; the highest that the agency has had in years. Large sibling groups have contributed to increased children in Agency care. The Agency is working to contract with a Vanguard Staffing Agency to provide social workers to assist with cases temporarily to ensure we handle required visits with the families. Substance abuse and large sibling groups contribute to the increased numbers of children in custody.

Adult Protective Services had a better month with a decline in reports from 54 in October to 30 in November and 23 of those reports were accepted. Guardianship of DSS Wards remains steady at 81. There are an additional 35 adult wards that are cared for under contract with Hope for the Future and 5 slots are still available to be filled through this contract. Mr. Moorefield shared his appreciation of the DSS Board members' participation in adopting wards from the Angel Tree and providing Christmas gifts for them. Financial support has been provided for 2 unclaimed bodies during the month of December thus far.

Old Business

Security Follow Up

Mr. Moorefield spoke with new Sheriff Richie Simmons recently regarding staff security concerns. Sheriff Simmons expressed that he was very interested in being involved with staff security and as a result of this conversation, Lieutenant Young and Sargent Holbrook of the Davidson County Sheriff's Department completed a walk through with Mr. Moorefield at both the Lexington and Thomasville offices. Their recommendations include 1) Install magnetic key latches on doors instead of a magnetic connection at the top of doors as this offers increased security and stability in the middle of the door. Thomasville doors have a magnetic key latch, so only the Lexington office would need to be changed, 2) Limit the number of building entrances. Thomasville has approximately 8 entrances and Lexington has 2. In Lexington, it was recommended to make one a public entrance and the other a staff entrance with an armed deputy stationed on the Governmental Center's first floor. They also suggested contacting a particular person at Allied Security for a quote as this business had not been

responsive to Mr. Moorefield in the past. Armed guards were not recommended in the Colonial Drive building since the nature of DSS business in this office is different from Lexington. 3) Install panic buttons that notify the authorities of an emergency. Discussion was also held regarding the current services provided by the Sheriff's Department and the lack of confidence with the current situation. Mr. Moorefield expressed that while it will take time to implement additional security measures, the Department and County are working to increase security. Solid walls have been suggested rather than glass panels at the attorney's office suite and DSS administrative suite. Installation of bulletproof glass has been suggested for the 1st floor reception area. Cameras in the Thomasville office should be upgraded. Lt. Young and Sargent Holbrook expressed interest in meeting with the DSS Board and the Board unanimously agreed to invite them to the next meeting. Board members requested that a work order for changing door magnets be placed immediately and requested that DSS doors be completed first if a global change at once is too much.

DSS Board Appointment

During the December 3, 2018 Commissioner's Meeting, Mrs. Karen Watford was appointed to the DSS Board; however, she could not attend today's meeting due to a State County Commissioners training meeting. Mr. Steve Jarvis will continue to serve on the DSS Board for the immediate future. Mr. Moorefield expressed that it is important for sitting commissioners to serve on our Board in order to understand our Agency and be effective for us in county decisions.

New Business

Employee Recognition/Retirements

Mr. Dale Moorefield recognized employees who are retiring at the end of the month. Mrs. Kathy Repogle has worked for DSS for 25 years. She started in 1993 as a SWII and worked in South Carolina prior to working for Davidson County. Over the past 3 years, she has worked in the Adult Services unit in an intake position and has done a tremendous job for the County. Mrs. Repogle shared the many changes that she has seen over her years of service with the Department going from a small to a larger department. She also expressed the importance of the Department's work and working as a team and stated that she was proud to have been a part of Davidson County's team. She asked the Board for their continued support of DSS. Ms. Wanda Woods has served Davidson County for 30 years and was unable to attend the meeting. Ms. Woods' first 15 years with Davidson County was with mental health services. She was hired by DSS in 2003 as a processing assistant and then transitioned to an IMC II position. Mr. Moorefield commended Ms. Woods for her professionalism, consistency, and always giving her best effort.

Date of Next Meeting

Tuesday, January 22, 2019, at 4:15 p.m., first floor of Social Services in Lexington, Conference Room D. A Department walkthrough will be scheduled for DSS Board members around March so that they become more familiar with staff and department facilities.

Adjournment

The meeting adjourned at 12:07 pm. Motion by Mrs. Jane Murphy and second by Mr. Richard Wagner.

Minutes submitted by Dale Moorefield