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**STANLY COUNTY CONSOLIDATED HUMAN SERVICES BOARD**

**May 03, 2018  
Meeting Minutes**

**Welcome and Call to Order:**

The Stanly County Consolidated Human Services Board met on Thursday, May 3rd, 2018 at 6:00 p.m. in the Stanly County Commissioners Meeting Room. Chair Lowder called the meeting to order with Larry Gibson gave the invocation and lead the pledge of allegiance. Board members present were: Jann Lowder, Chair, Nancy Smoak, Boyd Huneycutt, Paige Emerson, Calvin Lloyd, Ric Cain, Beth Thomas, Dr. James Marshall, Dr. Dianne Daniels, Dr. Amy Jordan, Georgett Edgerton, Caroline Sawyer and Larry Gibson. Members absent: Gene McIntyre, Dr. Joan Eudy, Dr. Tom Norwood and Shirley Lowder. Staff Present: G. David Jenkins, Health and Human Services Director, Dolly Clayton, Director of Social Services, David Ezzell, Debbie Bennett, Patricia Hancock, Dr. Mindy Turner, Kimberly Shuffler, Tammy Morgan, Charles Hartsell, Michelle Cratty, Jennifer Layton, Donna Turner, Jackie DeSantis, Donza McLean, and Teri Bowers.

**Adoption of Agenda:**

With no adjustments to the agenda, Dr. Amy Jordan moved to approve it as presented with a second by Nancy Smoak. Motion carried unanimously.

**Approval of the April 5th, 2018 Consolidated Human Services Board Minutes:**

Chair Lowder presented the April 5th Consolidated Human Services Board Meeting minutes for consideration of approval.

**Motion: After review of the April 5th, 2018 meeting minutes, Dr. Amy Jordan moved they be approved as written with a second by Nancy Smoak. Motion carried unanimously.**

**Adoption of Consent Agenda:**

**A. Approval of policies “Diversity in the Work Place” and “Fee Policy”.**

**Motion: A motion was made to approve the policy “Diversity in the Work Place” and “Fee Policy” by Boyd Huneycutt with a second by Nancy Smoak. Motion carried unanimously.**

**Public Comments:**

There were no general public members in attendance requesting to speak to the board.

**Introduction of New Staff**

Mr. Jenkins introduced Michelle Cratty, who was recognized after receiving a promotion in Management Support staff at the Health Department. Michelle, who was a Processing Assistant IV, has taken the position of Processing Unit Supervisor V which was left vacant in February by a retiring employee.

**Child Protective Services Overview:**

Donza McLean shared a power point presentation to give an overview of Child Protective Services. Mrs. Mclean explained that Child Protective Services are a legally mandated, non-voluntary service provided for families. Mrs. McLean also referenced the NC general statutes and guidelines to which they must adhere. She

also explained the process of taking reports, investigation and possible outcomes and shared the departments overall goal of ensuring a safe home for all children. Dolly Clayton provided a hand out from the UNC School of Government which provided an illustrated flow chart that demonstrates what happens when there is a report or allegation of abuse, neglect or mistreatment at each stage through the process. Mrs. McLean and Mrs. Clayton answered questions by board members. Mrs. McLean was thanked for her informative presentation.

#### **D.S.S. Updates:**

- A. FY2017-18 Expenditure and Revenue Report** - Mrs. Dolly Clayton stated their revenue is at 48% and expenditures are at 61% through March 2018.
- B. Program Performance Report** - Program reports were presented through March 2018 for review and discussion. Mrs. Clayton reviewed each program and the number of clients served. Mrs. Clayton took a moment to highlight the hard work that the Food and Nutrition Services unit has put in for reaching a timeliness rate of 96.42% which is above the 95% goal which is set by the USDA. She also shared that their department can issue fishing licenses for clients that are receiving Food and Nutrition Services at no charge. Mrs. Clayton shared that several staff members attended a program called Triple P which stands for Positive Parenting Program, with the goal of learning more about the program, in hopes that new legislature may make it possible in the future to pursue funding to provide the program here. Mrs. Clayton informed board members of the different trainings she attended in April which include: New Directors training and orientation; NC Fatality Prevention System Summit; Locally, Whole Person/Whole Community conference and the Directors Association annual meeting. Giving an update on the NC Association of Social Services Agreement that she shared at the March Human Services Board meeting, Mrs. Clayton shared that she has submitted feedback with concerns in some of the measurements used within that agreement. Final agreements are to be signed by all DSS departments by July 1, 2018. Mrs. Clayton extended an invitation for the Annual Foster Care community event which will be held at McGill Baptist Church in Cabarrus county May 4th. She also informed the board of the Foster Parent Appreciation dinner which will be held May 15th and extended an invitation to board members, requesting they contact her if interested in attending. Mrs. Clayton fielded questions and discussion by board members.
- C. FY2018-19 Budget Proposal Presentation** - The Budget for DSS FY2018-19 was presented by slide show presentation by Mrs. Dolly Clayton. Mrs. Clayton stated since the board had received their packet of information, she had received information regarding the County Manager's suggested budget and her slideshow would reference both. The slide show included the department's mission statement and services and goals. Mrs. Clayton explained each slide and gave a brief description of budget and enhancement requests. She stated eight new positions were requested but were not approved. After time for discussion and questions for Mrs. Clayton, she was thanked for her presentation.

#### **Health Department Updates:**

- A. FY2017-18 Expenditures and Revenues Report** - Mr. David Jenkins stated their revenue through March 2018 is 63% and expenditures are at 67%. Mr. Jenkins explained the reasoning behind the low revenue in Animal Control being that after budget was approved last year, the department determined to project a more positive public image, began issuing warnings to first time offenders which has lowered their expected revenue for this year. He also explained they are still awaiting the Medicaid cost settlement payment, which will greatly boost dental clinic revenue.
- B. Program Performance Report** - Program reports were presented through March 2018. Mr. Jenkins reviewed each program and the number of clients served. Mr. Jenkins took a moment to thank Tammy Morgan, Health Department, and Donna Turner, DSS, for all their hard work during budget preparation. Dr. Amy Jordan asked a question regarding a fee presented earlier for prophylactic adult listed under dental clinic fees. She stated it was her understanding they only saw children in dental. Kim Shuffler, dental clinic office manager, explained a child thirteen and over is charged as an adult due to most at

that age have all their adult teeth. Dr. Jordan also proposed the animal clinic should consider charging for general public euthanasia when requested. There was discussion among the board and Mr. Jenkins suggested maybe someone from animal control could check with other counties to see what they charge and we could discuss at a later meeting.

- C. FY2018-19 Budget Proposal Presentation** - With the use of a powerpoint presentation, Mr. Jenkins presented the proposed budget for FY2018-19, which included the department's vision and mission statements. Mr. Jenkins reviewed each slide and explained the departments target budget, revenue, expense and enhancement requests. Mr. Jenkins highlighted one enhancement request by presenting a slideshow on the Stanly County Dental Clinic Financial Assistance Project, where he explained the financial need of some patients who require procedures to occur in an outpatient hospital setting. He explained out of pocket costs are keeping some parents from being able to afford treatment for their children. After time for discussion and questions for Mr. Jenkins, he was thanked for his presentation.

**Motion: A motion was made by Larry Gibson with a second by Caroline Sawyer to approve both Health Department and DSS Budget proposals as presented. Motion carried unanimously.**

#### **Consolidated Human Services Update:**

Mr. Jenkins stated the Strategic Plan planning session has been set for July 23th from 9:00 - 4:00 in Magnolia Room A at Atrium Health (CHS - Stanly), where lunch will be provided. Leadership Team, Community Partners and other staff will be in attendance and a facilitator, Dr. Tillman, from Evident Analytics has been arranged to facilitate this event. Mr. Jenkins suggested he would love for board members to volunteer and join in. Chair Jann Lowder asked if board members were interested in attending to please raise their hands. Those interested in attending by show of hands were: Chair Jann Lowder; Larry Gibson; Caroline Sawyer; Ric Cain; Paige Emerson; Nancy Smoak, Georgette Edgerton; and Boyd Huneycutt. Mr. Jenkins also shared some handouts of the schedule of the rabies clinics offered in Stanly County. Finally, Mr. Jenkins asked the board what they would like to have as a department overview next meaning and after some discussion, they decided mosquito control and prevention.

#### **Old Business:**

There was no old business to discuss.

#### **New Business:**

- A. **NC Opioid Action Plan Implementation Grant** – Jennifer Layton, Health Education Specialist at the Stanly County health Department presented a powerpoint presentation detailing opioid overdose emergency room visits and the upward trend and the NC Opioid Action Plan. She explained the plan to hire a full time peer support specialist with funds from this grant, who can connect with people with active addiction. Other uses with the grant money include creating an overdose rapid response team and safe use education. Georgette Edgerton asked about job requirements. Mrs. Layton states the individual would have to be 2 years clean and in recovery and this is a Stanly County based program. After discussion and questions, Ms. Layton was thanked for her presentation.

**Motion: A motion was made by Georgette Edgerton with a second by Dr. James Marshall to approve permission to pursue grant funding for the NC Opioid Action Plan Implementation Grant. Motion carried unanimously.**

#### **Adjournment:**

There being no further business Chair Jann Lowder called for a motion to adjourn.

**Motion: A motion was made by Dr. Amy Jordan with a second by Larry Gibson that the Consolidated Human Services Board meeting be adjourned. Motion carried unanimously.**

**Respectfully Submitted,**

**G. David Jenkins, Secretary**  
**Stanly County Consolidated Human Services Board**