



**Stanly County Human Services Agency**

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**STANLY COUNTY CONSOLIDATED HUMAN SERVICES BOARD**

*August 02, 2018  
Meeting Minutes*

**Welcome and Call to Order:**

The Stanly County Consolidated Human Services Board met on Thursday, August 2nd, 2018 at 6:00 p.m. in the Stanly County Commissioners Meeting Room. Chair Lowder called the meeting to order and welcomed everyone in attendance. Vice Chairman Gene McIntyre delivered the invocation and led the pledge of allegiance. Board members present were: Jann Lowder, Chair, Gene McIntyre, Vice Chair, Boyd Huneycutt, Dr. Tom Norwood, Shirley Lowder, Dr. Amy Jordan, Caroline Sawyer, Paige Emerson, Dr. Joan Eudy and Larry Gibson. Members absent: Ric Cain, Calvin Lloyd, Georgette Edgerton, Beth Thomas, Nancy Smoak, Dr. James Marshall and Dr. Dianne Daniels. Staff Present: G. David Jenkins, Health and Human Services Director, Dolly Clayton, Director of Social Services, David Ezzell, Debbie Bennett, Debbie Bailey, Patricia Hancock, Victoria Lisk, Hannah Lee, Jackie DeSantis, Jeanette Eatman, Debra Eudy, Karen Wojcki, Araceli Mongragon-Casas, Brian Weir and Teri Bowers.

**Adoption of Agenda:**

Vice Chair McIntyre requested that item C – Approve Acceptance of Community Health Grant funds to assist uninsured/underinsured patients - \$150,000.00, consent agenda, to be further discussed. Chair Lowder asked that item XI be removed from the agenda, to be presented at next month’s meeting.

**Motion: Shirley Lowder moved to approve the agenda as amended. Her motion was seconded by vice-chair McIntyre and carried by unanimous vote.**

**Approval of the June 7th, 2018 Consolidated Human Services Board Minutes:**

Chair Lowder presented the June 7th Consolidated Human Services Board Meeting minutes for consideration of approval.

**Motion: After review of the June 7th, 2018 meeting minutes, Dr. Tom Norwood moved they be approved as written with a second by Dr. Amy Jordan. Motion carried unanimously.**

**Adoption of Consent Agenda:**

- A. Approve purchase of Animal Control freezer - \$12,000.00
- B. Approve acceptance of additional state funds received for WIC equipment - \$4,087.00

**Motion: Vice Chair Gene McIntyre moved to approve items A and B and further discuss item C before approval. The motion was seconded by Shirley Lowder and carried unanimously.**

- C. Approve acceptance of Community Health Grant Funds to assist uninsured/underinsured patients \$150,000.00.

After a brief period of questions from the Board concerning the origination of the grant funds and patients that are targeted, a motion was made for approval.

**Motion: Dr. Amy Jordan made a motion to approve acceptance of the Community Health Grant with a second by Vice Chair Gene McIntyre, 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 Hannah Lee and Victoria Lisk. Hannah Lee is the new Dental Assistant and began work on July 31<sup>st</sup>. She is a recent graduate of Montgomery Community College and a lifelong resident of Stanly County. Victoria Lisk began work as an Environmental Health Specialist on July 30<sup>th</sup>. Victoria is a graduate of the University of North Carolina Charlotte and is also a lifelong resident of this county. Mrs. Dolly Clayton introduced Araceli Mongragon-Casas and Brian Weir. Araceli Mongragon-Casas obtained her Bachelor of Social Work from UNC Charlotte. She successfully completed her internship in the Child Protective Services unit at Stanly County Department of Social Services. She participated in the Child Welfare Education Collaborative. Brian Weir has a Bachelor of Social Work from Methodist College. He has two years and seven months Child Protective Services experience. He has completed the state required Child Welfare Pre-Service training. They both started with the agency on June 25, 2018.

### **Home Health Quarterly Report – 4<sup>th</sup> Quarter FY2017-18:**

Debbie Bailey, RN and Home Health supervisor presented the 2017-18, 4th Quarter Performance Tracking Tool and activity report for Home Health. Mrs. Bailey stated after sixteen total chart reviews, they had an 89% accuracy rate with the bench mark being 95%. Mrs. Bailey stated some of these charts were older and the employees involved were no longer here, and after implementing some improvements, the four chart audits completed since this report, she is happy to report the accuracy rate if back up to 95%. Chair Jann Lowder suggested a revised format for the performance tool that would make it easier for the board members to follow and understand. After time for questions and comments, Mrs. Bailey stated they would work toward updating the performance tracking report. Also, Shirley Lowder took a moment to thank Mrs. Bailey and her staff for the great work that they do.

### **DSS Program Highlight - Economic Services:**

Dolly Clayton introduced Program Manager Jeanette Eatman, who introduced Debra Eudy who supervises Food and Nutrition Services, Karen Wojcik who supervises Family and Children's Medicaid and explained Stacey Ragsdale supervises Adult Medicaid but was unavailable to attend that evening. Debra Eudy used a PowerPoint presentation to give an overview of the Food and Nutrition Program. She explained this is a federally funded program aimed at providing healthier food options to US citizens and qualified legal immigrants. Mrs. Eudy also explained how to apply and how benefits are issued. Mrs. Eudy allowed for questions and comments and was thanked for her presentation.

Karen Wojcik also used a PowerPoint presentation to highlight the different types of Medicaid for families and children. Mrs. Wojcik also highlighted the Adult Medicaid program and different types available. She also explained how the public can apply for both programs. After questions and comments, Mrs. Wojcik was thanked for her presentation.

Dolly Clayton took a moment to announce that this would be Jeanette Eatman's last board meeting as she is set to retire at the end of the month after 30 years of service and has been a tremendous asset to the county.

### **Energy Programs Outreach Plan:**

Mrs. Dolly Clayton presented to the board a copy of the Energy Programs Outreach Plan and explained that the General Assembly of North Carolina requires that the outreach plan be approved by the local board before submission. After discussion, a motion was made to approve the plan.

**Motion: Dr. Tom Norwood moved to approve the Energy Programs Outreach Plan with a second by Larry Gibson. Motion carried unanimously.**

### **Communicable Disease Report:**

Patricia Hancock, RN, Director of Nursing at the Stanly County Health Department, presented the annual Communicable Disease Report for Stanly County and provided a handout with disease statistics to board members. She stated a total of 671 communicable diseases were reported and investigated this past year. Mrs. Hancock allowed time for comments and answered questions by board members. There was a suggestion to add a 2-3 year comparison in future reports, which Mrs. Hancock stated she would try to implement that into the next report. Mrs. Hancock was thanked for her presentation.

**Annual Review: 2017 Stanly County Community Child Protection Team Activity** - Mrs. Dolly Clayton presented a slide presentation which highlighted the Stanly County Community Child Protection Team (CCPT) Activity report. She shared information regarding the programs purpose which is to identify deficiencies in the child welfare system, advocate for changes, promote child well-being, and increase public awareness and meets in conjunction with the Stanly County Child Fatality Prevention Team quarterly. The team members review specific cases related to suspected abuse or death and discuss with community partners and produce possible recommendations for law or policy changes. The CCPT Annual Report is presented to the Health and Human Services Board, the Board of County Commissioners and a report to the NC Division of Social Services. As a show of support, Chair Lowder asked for a motion to approve.

**Motion: A motion to approve the 2017 Stanly County Community Child Protection Team Activity Summary was made by Larry Gibson, with a second by Dr. Tom Norwood. Motion carried unanimously.**

**2017 Stanly County Child Fatality Prevention Team Activity** - Mrs. Patricia Hancock reviewed the 2017 Stanly County Child Fatality Prevention Team (CFPT) Activity report, which a copy was handed out to board members. She stated the team's purpose which is to review child fatalities of children under the age of 18 and reside in Stanly County at the time of their death. This team meets jointly with the CCPT team quarterly. The team's goal is to reduce the number and rate of child deaths by identifying deficiencies in the delivery of services to children, make and carry out recommendations for changes that will prevent future child deaths and promote understanding of the causes of child deaths. The CFPT Annual Report is presented to the Health and Human Services Board, the Board of County Commissioners and to the State Child Fatality Prevention Team.

**Motion: A motion to approve the 2017 Stanly County Community Child Fatality Prevention Team Activity Summary was made by Dr. Joan Eudy, with a second by Shirley Lowder. Motion carried unanimously.**

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

- A. FY2017-18 Expenditures and Revenues Report** - Mrs. Dolly Clayton stated the revenue is at 66% and expenditures at 79% for D.S.S. through June, 2018. She stated that most of their programs are reimbursement based and typically runs a month behind. She also made a note that regarding expenditures, two programs, Medicaid transportation and daycare were initially included in their budget, but due to some programmatic changes at the state level, they kept those funds and expended them.
- B. Program Performance Report** – Program reports were presented for the months of May and June, 2018 for review and discussion. Mrs. Clayton reviewed each program and the number of clients served. Mrs. Clayton pointed out that in July, 2017 they had 11 guardianship cases versus 17 through July 2018. She explained that D.S.S. is now the only public agent that can be appointed by the clerk of court as a guardian for an incompetent person. Mrs. Clayton expressed concern due to limited funding and increased caseload, being a hardship for staff and just wanted to share this with the board. Mrs. Clayton handed out a new format for their monthly reports for board member feedback, after a request for an updated one. After review and discussion, members agreed they like the change. Mrs. Clayton stated she received notification today that Governor Roy Cooper has announced that August, 2018 be declared National Child Support Awareness month, so please, thank a Child Support Agent if you see them. She pointed out that through June, 2018, Child Support were

able to collect over \$342,000.00 in Stanly County. Mrs. Clayton also wanted to recognize staff for excellent work such as; Medicaid passed their report card at 95% for May and 97% for June, 2018 with the goal being 85%; Food and Nutrition Services met their timeliness for May at 96% and 97% for June 2018 and their goal is 95%. Mrs. Clayton explained that there has been a few months in the past year where they did not meet the timeliness goal and have implemented a staggered working schedule for employees that seems to be helping them meet their goals; In May, county single auditors completed a compliance review for FY2017-18 and at this time, no findings; In May, the onsite screening was held for the re-verification Medicaid Enrollment Application and re-verification was approved; Also in May, the on-site Fiscal Compliance Monitoring was held, the agency had no findings. She also stated they received notification that the Program Development plan they developed in February 2018 for Child Welfare was accepted and are scheduled for a monitoring visit later this month. The Child Support quality review indicated that their quality reviews were above 95% and the staff are exceeding their goals and doing a really great job. She also stated on June 24-26, they had an evaluation of the Child Welfare System which is done at the state level. Mrs. Clayton states the agency did really well, with one area lagging which is consistent across the state in the foster care area, due to children moving from one foster home to another and length of time until permanent residency. She also stated they showed the movie "Resilience" on July 20th and will be offering again on August 17th for staff and board members who'd like to come. This screening deals with adverse childhood experiences and is informational. She stated the Memorandum of Understanding required by the state has been signed and turned in with an attached signing document noting their concerns with some performance measures included. Mrs. Clayton also conducted the employee input review and community partner survey to assist with Strategic Planning, which helped provide useful data to assist in strategic planning.

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

- A. FY2017-18 Expenditures and Revenues Report** - Mr. David Jenkins stated that revenues are at 99% and expenditures are at 92% through June, 2018.
- B. Program Performance Report** - Mr. Jenkins highlighted each program and commented the numbers seemed on track as with previous months.

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

Chair Lowder shared that she was unable to attend the Strategic Planning Event that was held at Atrium Health on July 23rd and was anxious to hear about the outcome. Mr. Jenkins shared that he would be compiling a report to present to the Board at the next meeting. He shared that a lot of good ideas were discussed among the different community partners and staff that were in attendance. Board member Larry Gibson stated that he was very impressed with the event and the different agencies in attendance. Shirley Lowder and Chair Jann Lowder expressed concern regarding the opioid crisis and Mr. Jenkins shared that we had recently been turned down on two grants we had applied for but more grant funding is being passed down through the state that we will be applying for.

#### **Old Business:**

There was no old business to discuss.

#### **New Business:**

There was no new business to discuss.

**Adjournment:**

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

**Motion: A motion was made by Dr. Tom Norwood with a second by Boyd Huneycutt that the Consolidated Human Services Board meeting be adjourned. Motion carried unanimously.**

**Respectfully Submitted,**

**G. David Jenkins, Secretary**

**Stanly County Consolidated Human Services Board**