

Cherokee County Department of Social Services

Board of Directors

MEETING MINUTES

June 15, 2021

I. Call to Order

The regular meeting of the Cherokee County Department of Social Services was duly called and held on June 15, 2021, at 6:30 P.M., at 4800 West Highway 64, Murphy, N.C. 28906.

Present were:

Dan Eichenbaum, Chair

Gary Westmoreland, Member

Cal Stiles, Member

Randy Phillips, Member

Jan Griggs, Member

Staff present were:

Amanda Tanner-McGee, DSS Director

Andria Duncan, DSS Attorney

Mr. Eichenbaum called the meeting to order at 6:31 P.M., and Andria Duncan, Agency Attorney recorded the minutes.

II. Modification of Agenda

Director McGee requested to include two components to the business section of the agenda: (1) part-time teacher for a foster child who currently resides in New York; (2) a part-time custodian at the DSS Building.

III. Adoption of the Agenda

Mr. Stiles made a motion to adopt the agenda with the requested modifications, with Mrs. Griggs seconding the motion and with all in favor, the Board approved the agenda as modified.

IV. Public Forum

There was no Board or public comments or questions.

V. Approval of Minutes

May 18, 2021

Mrs. Griggs made a motion to accept, Mr. Stiles seconding the motion, with a unanimous vote the Board approved the May 18, 2021 DSS Board meeting minutes.

VI. New Business

A. Approval of Fraud Collections Policy

Director McGee informed the Board that the Program Integrity office requires that CCDSS have a Fraud Collection Policy in place. Director McGee briefly discussed the purpose and the process of fraud collections. Mr. Westmoreland made a motion to approve the Fraud Collections Policy, Mrs. Griggs seconded the motion, with all in favor.

B. Approval of Education and Training Plan

Director McGee discussed the need to provide trainings and education to recipients of Food and Nutrition services and unemployment benefits in order to bring back the workforce. The CCDSS has had no success in recruiting someone to assume the role at this time. However, Director McGee discussed the possible alternatives in order to successfully recruit someone. Mr. Phillips made a motion to approve, Mr. Eichenbaum seconding the motion, with all in favor of approving the Education and Training Plan.

C. Approval of Request for record purge in accordance with State Policy

Director McGee discussed the state laws regarding purging records. The Board and Director McGee discussed numerous options, including the possibility of storing such records in local building(s). Mr. Westmoreland and Mr. Phillips stated they would look into places within the county to store the abundance of records at CCDSS. No action was taken at this time.

D. New York Teacher

Director McGee discussed the expenses from the case management perspective regarding a foster child who currently resides in New York. Director McGee discussed the option of contracting a trained and qualified social worker to assume some of the case management responsibilities to ensure the child's medical appointments, feedings, and therapies are going well. Director McGee informed the Board she wants to look at spending the same amount of money we spend on travel to pay the social worker in New York. Mr. Westmoreland made a motion to approve, with Mrs. Griggs seconding the motion and all in favor.

E. CCDSS Custodian

Director McGee discussed employing a part-time individual for approximately 12-18 hours per week to clean the interior and exterior of the CCDSS building. Mr. Stiles made a motion to approve hiring a part-time custodian, Mr. Westmoreland seconded the motion, with all in favor.

VII. Director's Report/Statistical Report

Director McGee provided the statistical report for May, 2021.

VIII. Adjourn

Meeting was adjourned at 7:21 P.M. with Mr. Phillips making a motion to adjourn, Mr. Stiles seconding the motion, and all in favor.