

**Forsyth County Department of Social Services**  
**Board Meeting**  
**February, 2018**

**Board Members present:** Fleming El-Amin (Chair), Claudette Weston (Vice-Chair) and Karen Durell

**Others present:** Ronda Tatum (Interim Director), Diane Wimmer (Adult Division Director), Victor Isler (Director Family & Children), Elizabeth White (Director Income Support), Linda Gaskin ( Staff Development Supervisor), Sherri Cook (Business Manager), Jennifer Tubbs ( Program Manager Child Support), Shantelle Williams (Program Manager Adult Medicaid), Shontelle Robsinson (County HR), Gloria Woods (Attorney's Office), Gail Anderson David Kwatkowski & Jim Jones (MIS) Adam Pendlebury (Budget), Gordon Watkins (Attorney's Office), Phyllis Russell (Budget) and Fran Daniel (W-S Journal).

**Meeting called to order by Vice Chair Weston:**

- New employees introductions
- **Consent**
  - Minutes from February 26, 2018 meeting –Moved to accept by Claudette Weston, seconded by Karen Durell passed by voice vote.
- Public Comment Time- No comments offered

**Old Business**

- Salvation Army contract for Energy Program.
  - Salvation Army has offered a proposal for overseeing the Energy Program next year
  - Included a 23% administration fee which would mean the contract would cost approximately \$624,000 based on State estimates, Would only receive \$221,000 from the state and the county could have to pay the rest which would be over \$403,000.
  - Motion made to not put the program back at the Salvation Army next fiscal year. Passed by unanimous voice vote. Energy program will remain in house at DSS.

**New Business**

- Human Services Consolidation
  - Last Thursday the Board of Commissioner's approved the Pathway to Consolidation by a 6-1 vote.
  - Timeline discussed
    - March-BOC adopt resolution of intent and pathway document

- April-May –meet with employees and Board members to engage about consolidation
    - June-BOC hold public hearings and then adopt resolution formally consolidating into Consolidated Human Services Board
    - July- applications taken for unfilled CHSA Board capacities (public/consumers, etc.)
  - Gordon Watkins presented chart illustrating what the proposed make up of current board and Consolidated board would contain
    - Could contain 15-25 members
    - Must have in addition to what is already required for Public Health, a psychiatrist, psychologist and Social Worker in addition to at least 4 members of the public/consumers.
    - Terms would be four years with maximum of two consecutive terms
    - Board would be appointed by the Board of Commissioners
  - The county is looking at the going for the Option 2 that was presented. Only changes in duties/authorities is who appoints the human services director(s) but does this with consent of the Consolidated Board and role in agency budget preparation.
  - Will result in more collaboration between departments.
  - Question was presented if this would help out with collaboration with DSS/Jail.
    - Public Health is in process of getting a nurse at the jail.
- Director Hiring process
  - Listing for position posted from February 15 to March 18
  - 60 applications
  - Have screened candidates and will be interviewing those selected this week.
  - Will present finalist to Board
- Budget
  - Revenue picture presented for last two years and what estimates is for upcoming FY19
    - Revenue appears to be lower in this year’s budget due to the removal of pass through funding for Day Care and Transportation.
    - Expenditure picture: increases in personnel (hoping to get vacancy rate lower), other increases are due to increase in need for services, including but not limited to increase in Foster Care needs most especially Therapeutic Foster Care due to Opiod Epidemic and Foster Care now extending to age 21 for foster children to make the transition to adulthood.

- Position Request
  - Current year after looking at Vacancies and reorganization was able to identify 14 positions to reclassify saving over \$100,000.
  - Have been 26 positions requested but only moving forward on 21 of those to ensure able to meet mandated state and federal requirements.
  - Also looking at way to ensure recruitment of qualified candidates and to ensure retention of good employees.
- Daycare at Smart Start concern about additional cost due to IT issues, needing administrative help, bus stop location, no security on days when schools are out due to Smart Start following school calendar.
- Suggested to do some research on Smart Start location, get concerns and feedback to discuss at next meeting. Will need to have some discussion with Smart Start prior to giving 60 day notice.
- Motion made to by Claudette Weston to move forward with budget with 2 caveats listed above, seconded by Karen Durell, passed by voice vote
  - Closing remarks- Note of the We Care posters and use of for all agency.

Meeting adjourned

Next meeting will be **April 23, 2018 at 10 am**