

## **Macon County Social Services Board**

May 20, 2020

Minutes

### **Call to Order**

Patrick Betancourt called the regular meeting of the Macon County Social Services Board to order. Members in attendance were: Lisa Leatherman, Evelyn Southard, Patrick Betancourt, Secretary to the Board, Cathy Makinson, Business Officer designated to record minutes and HR Planner/Evaluator, Page McCurry. Anne Hyder was out of town. Location of meeting was changed to the MPP annex to allow social distancing during this Covid 19 event.

### **Minutes**

Minutes were approved on motion of Evelyn Southard and second by Lisa Leatherman.

### **Financials**

Business Officer, Cathy Makinson, along with Patrick, informed the Board of the budget meeting with County Finance Director, Lori Carpenter, and County Manager, Derek Roland, that took place this month via conference call. Derek and Lori, asked about a few items in the budget and then informed us that there would be cuts in certain areas, similar to last year, such as travel, gas, and office supplies, due to the anticipated loss of revenues during Covid 19 restrictions. They also stated they would review the county revenues mid-year and reassess budget requests at that time. Cathy informed the Board that Angel Medical CNO, Karen Gorsby, had reached out to request a 3 year contract rather than our one year contract. After checking parties responsible, it was determined to complete a contract amendment to coincide with the two year biennial bid process of Senior Services meal contract. Motion to approve contract amendment by Evelyn Southard, second by Lisa Leatherman. Approved amendment will be completed and mailed. Cathy also reported on the State Fiscal Monitoring results which showed no findings and had one suggestion to change daysheet coding for clerical staff. That suggestion was put into place immediately.

### **Old Business**

Board voted to approve the DSS Open Meeting Policy on motion from Lisa Leatherman, second by Evelyn Southard. Anne Hyder had sent an email voting yes.

### **New Business**

Patrick informed the Board of the Return To Office (RTO) policy that had been developed for teleworking staff to begin returning to the office. In the Governor's Phase II and III, he doesn't mention continuing to telework, so the plan is to begin the process on June 1, 2020, and complete the process by July 1, 2020. First, staff on-site, 2-3/day, would return to their regular cubicles and the cubicles they vacate will be sanitized. Then, bring teleworkers in, a couple every other day due to limited IT assistance. Next step would be to consider opening the lobby on July 1<sup>st</sup>, with reduced capacity. Patrick stated he had sent this framework to County HR for review and approval.

The county is receiving a separate Emergency Food & Shelter Grant (EFSG) of around \$30,000 due to Covid 19. Recently, the Board had agreed for Patrick to divert this grant back to the County but he now feels we need to proceed administering this program. There will be an application process and a local board meeting to distribute funds. Work has been proceeding to clean up prior phases of this grant. There were organizations with outstanding compliance issues and they cannot apply for this new grant until those issues are resolved. The grant has been assigned to Chrissy Wallace, our Program Integrity worker, to manage as she is good at reading manuals and will stay on top of the grant process.

Patrick reported that the Senior Services staff are providing 75-120 meals/day and on Fridays, have been also providing frozen meals for them to have hot meals over the weekend. They were able to purchase the frozen meals with additional funds they had received. They are starting to discuss how to bring seniors back safely.

**Closed Session**

Lisa Leatherman made a motion to go into Closed Session to discuss personnel information as allowed under G.S. 143-318.11. Evelyn Southard seconded, and motion carried.

**Next Meeting**

Next meeting is scheduled on Wednesday, June 17, 2020 at 8:30am in the Administrative Conference Room at the Human Services Building.

APPROVED BY:

\_\_\_\_\_  
Chairman | Date

\_\_\_\_\_  
Secretary | Date