

**STATE OF NORTH CAROLINA
COUNTY OF MCDOWELL COUNTY
BOARD OF COMMISSIONERS
DSS REGULAR SESSION – AUGUST 19, 2019**

Assembly

The McDowell County Board of Commissioners met in DSS Regular Session on Monday, August 19, 2019, at 12:02 p.m., at the Department of Social Services (DSS), 145 E Court Street, Marion, North Carolina.

Members Present

Tony Brown, Vice-Chair; Lynn Greene; Brenda Vaughn

Members Absent

David N. Walker, Chair; Barry McPeters

Others Present

Ashley Wooten, County Manager; Cheryl Mitchell, Clerk to the Board; Lisa Sprouse, Director of Social Services

Agency Update

Ms. Sprouse reported turnover in the department was still an issue. Also, the fiscal year MOU started July 1st, and the Child Support Services department is very close to meeting 100% of the MOU goals. All other departments in DSS are meeting 100% of the MOU goals.

Ms. Sprouse also noted the agency had just had their Medicaid audit and there were no findings against the agency. Next will be the single county audit which will be conducted in September.

Building Safety

Ms. Sprouse reported this item would be tabled until staff could meet with Mr. Wooten and Mr. DePoyster to develop action items for the agency.

Ms. Sprouse also reminded the Board about the safety training that would be held on Tuesday, August 27th. There would be two classes offered and invited the Board to attend one of the sessions.

Clerical Dept 101

Cindy Reel, Accounting Tech, gave a review of her job description: payroll, contracts with interpreters, nurses, etc; Clerical and Medicaid Transportation Supervisor; guardianship bill paying;

Debbie Street – works part-time; determines who the client needs to see and directs them to the correct staff member; logs in each piece of mail

Jay Lingerfelt – answers 125-130 calls per day; fishing licenses processed for food stamp and Medicaid recipients; recertification for food stamps; cat and dog spay and neuter for food stamp and Medicaid recipients

Lori Ledford – works with CPS maintaining records on referrals; also creates new employee badges and email; covers front window for breaks and lunches. Also, has taken on partial duties of a current employee on leave

Vice Chair Brown asked if there were limits to how much a Medicaid recipient could receive. The answer was no limits.

Melinda Cook – adult Medicaid applicant resource checker; logs in fraud cases; request for records; security officer for employees to access system online; also fills in for the employee on leave

Kathleen Conner – sorting mail- 100-120 pieces a day; distributes out to Child Support, Adult Services and Senior Center; processes gas vouchers;

Carolyn Nance – determines client eligibility for gas vouchers and transit rides; schedules rides with transit;

Vice Chair Brown thanked the staff for the presentation and work they do to keep the agency running smoothly.

Adjourn

Commissioner Greene made a motion to adjourn at 1:15pm, second by Commissioner Vaughn. By a vote of 3-0 the motion passed.

Attest:

Tony Brown
Vice Chairman

Cheryl L. Mitchell
Clerk to the Board