



Department of Family and Children Services, Clayton County
Board of Directors Meeting
held
Wednesday, August 22, 2018 at 10:00 a.m.

Board Members Present:

Tia Simon - Board Chairman
Quen Howard - Vice Chairman
Dr. Chantara Carter - Board Member (via phone)
Dr. Barbara Pulliam - Board Member (via phone)
Charlton Bivins - Board Member

Staff Members Present:

Dr. Nia Cantey - County Director
Deneka Manning - Deputy Director
Dinnie Doherty - OFI Supervisor
Patrice Davis - Recording Secretary

Other Members Present:

Brenda Harrison - Public

1. Call to order and Invocation

The meeting was called to order by the Chairman at 10:03 a.m. She welcomed everyone, and invocation was offered by Mr. Charlton Bivins.

2. Audience Participation

There was one person from the Public, Ms. Brenda Harrison. She mentioned that she was happy to be here. She is also a CASA Volunteer.

3. Approval of Minutes

Minutes for meeting held on Wednesday, July 25, 2018 were approved by Charlton Bivins and seconded by Quen Howard.

4. Program Reports

a. Social Services Report

Dr. Cantey reported on the daily scoreboard for today 8/22. She reminded the Board that Region 13 was comprised of Clayton, Cobb and Gwinnett. She stated that our goal for response time was 95% and today (8.22.18) we are at 94.6% which is good. She mentioned that the 2 PRNs added also helped with this. She said the last time we had that number was in January. Mr. Bivins asked if Happy Faces

helped in anyway. Dr. Cantey said discipline and consistency played a key role. Mr. Bivins then explained what response time was for the sake of our public attendee.

Dr. Cantey then reported on overdues based on the report. She said we are trying to maintain being into single digits and trying not to let cases roll over the weekend. She also talked about Safety Resource. She said this is when we do not have custody of a youth. The cases will come to our attention and we place that child with a neighbor or family member for 45 days. This gives us enough time to look at the situation before bringing that child into care. We have one of those cases open to date.

Dr. Cantey also reported on the Services Report comparing the years before with now. She mentioned Family Preservation and spoke about how new the team was. She said she would give this team the most support; although we had 4 new hires, 2 of those hires were assigned to Family Preservation. She mentioned that there has been a decrease in the number of youths coming into care, therefore Family Preservation should increase.

Dr. Cantey explained about calling a collateral for a case. She said anybody that works here can call a collateral. This is just to provide additional support. Mr. Bivins wants to know if its mandated to do so. Dr. Cantey said it depends on the allegations and on the case, eg. You come in for being malnourished, you check with the medical first. For school neglect, call the school etc.

Ms. Howard then asked about Child Fatalities and if the children were in our care when these tragedies happen. Dr. Cantey said there is a Fatality Review meeting which she will be attending. The Board will be informed of the outcome. Every child death in Clayton county has a child fatality review. If Clayton has history with that child, information will be presented about the case and recommendations would be brought forth.

Dr. Cantey then finished her report by stating that we have been seeing momentum that we have not seen in a while.

b. Eligibility/Employability

Ms. Dinnie Doherty, OFI Supervisor, then reported on the numbers for July for OFI. She first spoke about Foods Stamps. She said the goal is to have their SOP (Standard of Promptness) rate at 96%. Families that apply for Food stamps, their applications need to be processed within 7 days. For the month of July the expedite cases were at 88%. Expedite numbers were below for the month. Unexpedite cases are not timely cases. The clients should have some type of income. Expedite cases have no income at all. Mr. Bivins asked about those people who were working, have food stamps and then loss their job. Ms. Doherty said that would be classified / transferred to an expedite case because you have no income at all. Ms. Howard then asked if you applied what is the waiting period. Ms. Doherty said they would get benefits for that first month.

Ms. Doherty then reported on Medicaid. These applications must be processed within 10 days. In July they were at 62.5%. Medicaid consists of Peach Care for Kids and the Family Medicaid. She said this is based on your income. OFI was at 97.5% for this. The Chairman then asked why the numbers were so low to process the pregnancy Medicaid. She said the system is new and not capturing certain information from the applications. When the caseworker gets the application, they were not aware that it is a pregnancy Medicaid. So, by the time they realize, the 10-day window had passed. The problem fell within the system application and not with the paper applications.

The Chairman then asked what exactly is necessary other than the proof of pregnancy. Ms. Doherty said IDs are needed. She said if you are pregnant with one child, it does not require an ID, but more than one does. When applications are submitted, the client sometimes do not put a due date and applications cannot be processed without a due date. She said caseworkers had to be calling clients. Often there are no telephone numbers on the applications.

Ms. Doherty indicated that no verification of income is needed for pregnancy Medicaid. She said most people applying for pregnancy Medicaid are already on food stamps. Their income can already be verified. Mr. Bivins then asked how you would go about fixing this problem because 62% for pregnancy Medicaid is low. Ms. Doherty said they are trying to fix the problem. She said it is just a few applicants they encounter this problem with. Mr. Bivins then asked if the application process could be hinged where the application cannot be closed out until you provide certain information. She also mentioned that some of the applications for pregnancy Medicaid comes from the hospital. If errors are made on those, it's hard to contact applicants.

Dr. Cantey mentioned that Gateway is billed in phases. There are trial and errors. There is also an approval process.

Ms. Doherty continued with her report. She said Temporary Assistant for Needy Families (TANF) is reporting at 97.3% for July. There also were no new hires for July or any transfers into the County.

Dr. Cantey said if there is a family receiving TANF it can affect our numbers. There is still some kind of relationship between the two sides (OFI/CPS).

The Chairman then thanked Ms. Doherty for the knowledge she bestowed upon the Board.

Dr. Cantey reported on Personnel Matters for CPS and Permanency. She said we have been approved to hire 10 persons. She said based on the budget, 10 is too high a number. Out of our region, we have the biggest need. Dr. Cantey reminded the board that the budget is among Clayton / Cobb/ Gwinnett. Although, she said, we are cleared to hire 10, 2 of the 10 is too many. Vacancies have not been posted

yet. Case Managers are needed although we need 5 Supervisors. Dr. Cantey said if we can post, we can hire.

Ms. Howard asked if we were down 5 Supervisors, is there any way the conversion can be from hiring 10 case managers to hiring Supervisors. Dr. Cantey said she has been using team leads to do the supervisory roles. These team leads were given a 5% increase. She said she can't call these team leaders Interim Supervisors, it would have an unfair advantage on them. Mr. Bivins asked about hiring from within. Dr. Cantey said no approval was given to hire 5 supervisors, she was only cleared for the 10 case managers.

Ms. Doherty said OFI is going through the same problem because of the vacancies and that is why most of these cases do go over. Supervisors were processing cases too.

Ms. Harris asked if the public can help in any way. Dr. Cantey said it would depend on the budget. She then left the meeting.

C. Budget Clarification

Dr. Cantey reported on the July spending and gave each Board member a copy of the expenditure. She reported about the TVs that were bought and that there were some issues with wiring. There were electrical and phone issues. She said approval will have to come from the State Office for the installation of the WIFI; that would be an expense at the State level. The approval will have to show that it will be used as a training center. She indicated that instead of the community members going to Macon, they can use our facility. She thanked the Board for approving this.

Dr. Cantey then spoke about the reserve money that we spoke about at the last Board Meeting. The reserve was \$97,812.59. She then showed them expenses according to the Regional Accounting report. Dr. Cantey said next Board Meeting she will be able to show the Board how she has been spending the money in relation to the tracking and the comparing of Regional Accounting numbers.

The Chairman then asked how you decide what come from what funds. Dr. Cantey said any appreciation that we do comes from County dollars. She said county dollars is showing flexibility eg. If there is a youth that needs medication, that fund can be used. She continued to say that we get a report the 5th of each month about spending from Accounting. As of now, we have been suspended for spending any money, even the roll over dollars. Dr. Cantey said she needs something to say that Clayton county has received this amount of dollars to spend. She said they should have already voted on the amount.

Dr. Cantey said the minutes from last month would have cleared us in spending said amount. PRNs is good to go and Happy Faces. Since Happy Faces is based on usage, she will check to see how it is being used and get a dollar amount.

Dr. Cantey also spoke about the Stakeholder's Meeting coming up on the 9/21. She said she is not asking for any additional monies but use money that has already been approved. She does not want to go into our reserve. She mentioned that the Stakeholders Meeting is a County funded expense and for us to spend money something must be in writing. Dr. Cantey is requesting that the \$30,000 approved last month (July) for the PRNs and Happy Faces, she would include the Stakeholders Meeting in that amount. It would be an expense less than \$3,000. She then explained to the Board that she is required to have the Stakeholder's Meeting quarterly to address certain aspects of what we do.

The Chairman then asked Dr. Cantey if she would like approval from the \$30,000 to host the Stakeholders Meeting. Dr. Cantey said yes. She then showed expenses that were accrued in July. Dr. Cantey is requesting a \$2,000 spending cap for the months up to 10/31. She then stated that the report was not showing the \$23,900 approved at the last Board Meeting. She will ask Regional Accounting (Laurie) to re-submit to show figures. Approval was received for \$30,000 and the other debt was \$23,900. That would bring a total of \$53,900 and that money will be out of the \$97,812.59. The \$30,000 will cover the 2 PRNs and Happy Faces. A balance of \$43,912 would be left. There will have to be an amendment to reflect Stakeholders Meeting for September. This approval is not done yet. Ms. Howard then asked about if this money will be needed 4 times a year to host the Stakeholders Meeting. Dr. Cantey said the one in October can wait until we get the new money. \$8,000 to be subtracted from the \$43,912.

The Chairman asked if we can amend the minutes or use this month minutes. Dr. Cantey said she would have the Board approve \$8,000 between now and October. That is, to cover August, September and October. Dr. Cantey said she is asking for money to be spent up to October because by November we should be able to finalize the budget. If an award letter is received, that would be good by the end of October. We may not spend all the \$30,000 because Happy Faces is based on usage. She will have an amount for Happy Faces by the end of August. \$35,912 is what would be left after the proposed \$8,000 to carry us through October. Ms. Howard asked what the additional \$8000 was to be used for. Dr. Cantey said clothing for youths, also the Conference coming up in Savannah. Dr. Cantey said nothing can be done unless the Board has approved money to be spent. She does not know all our needs; she only knows about 2 items which is Stakeholders and Savannah conference now. She said things will come up. August expenses should be covered, but the September money must be approved. Ms. Howard then asked if mileage will be covered. Dr. Cantey said yes. It would come out of the \$8,000 being requested.

The Chairman then asked the Board to approve the \$8,000 to be used as needs be all the way until 10/31, however, it may not all be used. This amount is to be used until the budget is approved.

Ms. Howard said when approving money, we should always say -- as needed. Dr. Cantey said in the minutes last month it was specified that \$30,000 would be used for the PRNs and Happy Faces. No other expenses would be covered using this

money. The Savannah conference is being paid out of the reserve. Dr. Cantey explained that approval from the last minutes was used only to pay for the PRNs and Happy Faces, but not as needed. Money is specifically for those items. Since we did not say as needed in last month's meeting, we must come back to include it in these minutes to state that specifically. Ms. Howard said \$8,000 to be approved inclusive of all line items requested, although Savannah is not listed. The reserve is not assigned to any one area. Ms. Howard said "as needed" must be stated specifically. Dr. Cantey said as needed is being done on a specific amount. As needed is not on the \$43,912. It's on the \$8,000. Dr. Cantey said she cannot spend on monies that she has not given the go ahead to use. The difference will still be there, but we must specify how we would like to spend it. \$35,912 will be the balance, which we will talk about on another day. This money can be used to cover next year's expenses up to October 2019.

Ms. Howard asked if we were doing anything regarding our employees. Dr. Cantey said she would prefer to do it next year out of new money. Old money will then be left in the reserve which will have a balance of \$35,912.00.

The Chairman did the motion again stating that \$8,000 is being approved to be taken out of the reserve funds to be used as needed until the end of October until the Board approves our budget. Mr. Bivins seconded the motion. It is so moved that the \$8,000 has been approved by the Board to be used.

Dr. Cantey then state that old receipts can be paid out of old money. She said there were no dollars to cover those expenses at the time, but old money turned up. She said if the receipts are brought in, those reimbursement can come out of the \$8,000 just approved. New monies can be assigned when received. Dr. Cantey said the Stakeholders Meeting might cost about \$2,000. She is looking at about 150 people.

D. Other Matters

a. Functions

The Chairman spoke about what we should be doing for Thanksgiving and Christmas for employees and parents/clients/customers. A turkey give-away is normally done. Six to eight turkeys are bought. Dr. Cantey said she will check with the other counties to see what they will be doing. She said she would propose something at the Stakeholders meeting to see what can be done. Instead of 6 or 8 turkeys we could do 50. We would have a goal to feed about 75 families in November; and our Board would commit to the first 10. Ms. Howard said we need to find out how many foster parents we have and go towards that number. Dr. Cantey said we could work on family preservation and foster parent numbers.

The Chairman suggested giving a large bag to our families. These bags will include clothes, shoes and toys. Mr. Bivins said he chairs the Clayton Salvation Army Board and we could do a partnership. He said he is going to talk to the Salvation Army Board and see how it goes. Mr. Bivins said he heard there use to be a partnership between the Salvation Army and DFCS, Clayton County. Dr. Cantey said they had

probably worked with Resource Development (RD). She said there might be a point person that we could work with. Ms. Nancy Ward would be our contact to have it more organized.

The Chairman asked Dr. Cantey if she got a chance to submit the Board to the GBSHA for the Board of the Year award. Dr. Cantey said an email was done but she would have to check. The Chairman said at their dinner / luncheon the winner would be announced there.

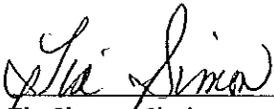
E. Date of Next Board Meeting

The date of the next board meeting is scheduled for Wednesday, September 26, 2018 at 10 a.m.

Dr. Cantey also reminded us that the change of the time for the Board Meeting needs to be done on the website.

Meeting was adjourned at 11:39 a.m.

Respectfully yours,



Tia Simon, Chairperson
Clayton County, DFCS Board



Dr. Nia Cantey
County Director, Clayton County
DHS – DFCS



Patrice Davis
Recording Secretary