

## Department of Family and Children Services, Clayton County

### Board of Directors Meeting

held

Wednesday, July 28<sup>th</sup>, 2021, at 10:00 a.m.

#### Board Members Present:

Tia Simon-Wade	-	Chair
Quen Howard	-	Board Member
Charlton Bivins	-	Vice Chairman
Mr. Sidney Richardson	-	Board Member
Dr. Barbara Pulliam	-	Board Member

#### Staff Members Present:

Deneka Manning	-	SS County Director
April Booker	-	OFI Supervisor/Admin
A’Kera Clay	-	Recording Secretary
Sabrina Watson	-	SS Regional Director
Nancy Ward	-	SS Program Coordinator

#### 1. Call to order and Invocation

The meeting was called to order at 10:04 A.M. The invocation was performed by Dr. Pulliam.

#### 2. Audience Participation

There was no audience participation.

#### 3. Approval of Minutes

A motion was placed on the floor to approve the minutes at 10:13 A.M. Minutes approved at 10:09 A.M. by most of the board, excluding Dr. Pulliam who was absent on the last meeting.

#### 4. Program Reports

##### a. April Booker – OFI Report

Ms. Booker discussed the key highlights for the standard of promptness achieved by OFI. Clayton County had a SOP of 96% for SNAP. For Medicaid, Clayton County had a 93% SOP. For TANF, Clayton County had a SOP of 100%.

The monthly data was discussed. During June 2021, there were 307 active cases, 573 active clients, 130 applications processed, and a monthly total of \$79,684 benefits issued for TANF. For SNAP, there were a combined total of 32,756 active cases (28,392 active cases (regular SNAP cases), 4,364 active cases (senior SNAP cases)), 71,076 active clients, 3,047 applications processed, and a monthly total of \$16,291, 392. For Medicaid, there were a combined total of 41,202 active cases (33,122 active Family Medicaid and 8,080 active ABD Medicaid cases), 85,978 active clients, and 2,098 applications that were processed.

Ms. Booker discussed P-SNAP and P-EBT updates. The July Pandemic SNAP was approved and is slated to be issued the last week of the month. P-EBT plans are being finalized to distribute. DFCS is working closely with the Department of Education.

Lastly, she discussed the personnel updates.

#### **b. Deneka Manning – SS Report**

Ms. Manning discussed the key highlights for Social Services. During June 2020, there were 250 CPS reports assigned. During June 2021, there were 123 CPS reports assigned. Ms. Manning stated that the type of reports that the agency is receiving involve high safety concerns. This requires more involvement with the families. Regarding courtesy interviews, there were 4 in June 2020 and 20 this June. Courtesy interviews are when another county or state has a report that a family may be in Clayton, the external agency may request that Clayton County DFCS make a visit to the family.

There were 228 children in care during June 2020 and it is reported that there were 219 in July 2021. During June 2020, there were 4 adoptions finalized and 1 adoption finalized in July 2021 due to COVID's effects on court operations.

Ms. Manning informed the board that Rainbow House is now back in full operation and is hosting an Open House. There are not yet any children placed there. Ms. Manning requested that the director increase the level of staff in Rainbow House to better serve the number of high-level cases.

Dr. Pulliam wanted to know whether Rainbow House's board meetings were open to the public and their organizational structure. Mr. Bivins stated that they are a stand-alone non-profit. The agency depends on the Commissioner's Block Grant and other sources of funding. The agency contracts with the state and county. He stated that we would need to check their by-laws to understand whether their meetings are open to the public but assumes that they are open like DFCS and other agencies that contract with the county. Ms. Howard stated that Rainbow House has been in operations for a very long time and will assist Dr. Pulliam in getting more information about Rainbow House. Ms. Manning suggested inviting the Executive Director and their board to the next DFCS Board meeting. The board agreed on meeting with her in September.

Mr. Bivins wanted to know whether there were any resource fairs or stakeholders meeting this year. Ms. Manning stated that there has not been a large stakeholder's meeting due to COVID, however, there was a Virtual Regional meeting with stakeholders. Ms. Watson stated that there could potentially be one in person soon, depending on COVID's impact. Ms. Bivins stated that he would like to invite Rainbow House to the next stakeholder's meeting. Ms. Manning suggested the board to send a recommended list of other agencies and community partners that they felt should attend the next stakeholder's meeting.

*(Approaching Executive Session at 10:39 a.m.)*

## **5. Executive Session**

**a. Personnel Report**

The SS personnel report was discussed. Ms. Manning pointed out the state's new implementation of a career path, which has led to several promotions and increases of salary for case managers (implemented June 1<sup>st</sup>, 2021). Per the career path criteria, those that earned their master's degree, they received a 10% increase. Case managers who were employed with DFCS for two years, were able to be promoted from a Social Service Specialist 1 to a 2. Those that were employed for five years were promoted from a Social Services Specialist 2 to a 3. After June 1<sup>st</sup>, a request would need to be submitted on their behalf.

Mr. Bivins asked for an organizational structure overview. Ms. Manning requested that this be sent out to the board but provided an overview. Ms. Manning informed the board that the region is on a continuous hiring status and in the interim of waiting for new staff to complete their training, the county has been receiving support from the regional office with field work and has also received support from PRNs. Ms. Manning has requested that the PRNs utilization is extended until the end of September and state funding to assist with covering the expenses.

**b. Budget Clarification**

The budget was discussed. Clayton County DFCS has until the end of September to submit all financial documents to the county.

*(Executive Session ended at 10:58 a.m.)*

**6. Other Matters**

**a. Past Involvements and Projects/Events**

- a. July 2021 Semi-Annual Newsletter Released

**b. Future Involvements and Projects/Events**

- a. Virtual Agency Meeting on August 19<sup>th</sup> (Discussion centered about self-care)
- b. Back to School Drive on August 19<sup>th</sup>
- c. GPHSA on August 31<sup>st</sup> -September 1<sup>st</sup> \*\*\*\*A breakdown of the cost was provided. The Board voted unanimously to pay for the expenses of Mr. Richardson and Mr. Bivins.
- d. Fall Fest on October 29<sup>th</sup> (Breast Cancer and Domestic Violence Awareness and Balloon Release)
- e. November Thanksgiving Request on the 17<sup>th</sup> (gift cards suggested instead of turkey donations)
- f. Winter Fest on December 14<sup>th</sup>, 15<sup>th</sup>, 16<sup>th</sup> \*\*\*\*The total budget is between \$3,000-\$4,000.
- g. Ms. Sabrina Watson discussed the Click Safe/Panic Button on September 1<sup>st</sup>. This button allows case managers to send an alert for help if they are ever in an emergency. Region 13 is the 5<sup>th</sup> region to initiate this project. There will be meetings with law enforcement about false alarms. There will also be trainings for all staff that will receive this panic button. Mr. Bivins asked whether there has ever been a situation where staff have been in danger.

