

2422

ON JULY 21, 2009 THE FOLLOWING DIRECTOR'S ACTIONS WERE APPROVED:

Schedule of Actions for Emergency Assistance, General Relief, Auxiliary Grants, Aid to Dependent Children in Foster Care, Special Needs Adoption, Independent Living, and Purchase of Services:

Actions 192

Pages 26

Disbursements of Special Welfare Funds: \$ 11,657.87

Welfare receipts (Administration, Fraud, TANF, Fuel Assistance, Medicaid, Food Stamps, General Relief, Foster Care, Grants):

Receipt No's: 646256 - 646305 \$ 27,204.31

Payment for Payroll and Administrative Payments as follows:

Payroll

JUNE 15, 2009	\$ 91,884.16
JUNE 30, 2009	\$ <u>93,163.85</u>
TOTAL	\$185,048.01

Administrative Payments

Warrant No. 143051 - 143099	\$ 20,228.40
143145	\$ 2,562.34
143146 - 143167	\$ <u>98,786.17</u>
TOTAL	\$121,576.91

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CAME INTO AGENCY CUSTODY:

5823030      6390108      7138646      7140283      7141688

LEFT AGENCY CUSTODY:

None

DISCUSSION HELD:

MINUTES OF THE BUCHANAN COUNTY DEPARTMENT OF SOCIAL SERVICES  
ADMINISTRATIVE BOARD MEETING OF JULY 21, 2009.

The meeting was called to order by Chairman Deel at approximately 6:10 P.M. All Board members were present as well as members of the press, the public, and some agency staff. Mr. Presley, Board attorney, was still in court at the time of the meeting.

The first order of business was approval of the minutes. On motion by Mr. Farmer and second by Mrs. Hale, the minutes were adopted by voice vote. Also by voice vote, the minutes of the Special Called meeting of the Administrative Board on June 30, 2009 were approved. Mrs. Hale made the motion and Mrs. Cole seconded the motion to approve the minutes of the Special Called meeting.

The agency bills were approved on a motion by Mrs. Cole and second by Mr. Farmer. A roll call voted resulted in all Ayes.

Roll call vote:

Mrs. Cole	Aye
Mrs. Elswick	Aye
Mr. Thornsberry	Aye
Mrs. Hale	Aye
Mr. Farmer	Aye
Mr. Neo	Aye
Mr. Deel	Aye

The agenda for the meeting was approved with an addition of 'c' – telephone proposal under New Business. Mrs. Cole motioned and Mr. Neo seconded the approval of the agenda as amended. On voice vote, the motion carried.

Mrs. Holland presented Director's items to the Board. She informed the Board of additional juvenile court time of many of the social workers, training that is coming up, and the fact that Mr. Lewis LaFon of Regional office will be visiting later in the week.

Mrs. Holland noted that our two new eligibility workers have started and are participating in training.

Under Old Business, Mr. Neo asked about the security system. Mrs. Holland noted that she had contacted ATS, one of the firms who gave a quote on the keypads, but that they had not yet visited the building to update the quote to include cameras. She has not seen Chris Shortridge's operation, but will do so and report back to the board in August. Further discussion was tabled until August. Mr. Neo asked, since we were discussing security, if the state had a policy relating to firearms in public offices for personnel. Mrs. Holland referred him to the Human Resources Manual.

In New Business, Mrs. Holland presented the raise approved by the Board of Supervisors. She pointed out that although the raise was approved, no new money had yet been allocated for it. Mr. Farmer motioned and Mrs. Cole seconded approval of the raise as stipulated by the Board of Supervisors \$1500 for anyone under \$30,000/year and 5% for anyone over \$30,000/year. The raises were effective July1, 2009. On roll call vote, the motion carried.

Roll call vote:

Mrs. Cole	Aye
Mrs. Elswick	Aye
Mr. Thornsberry	Aye
Mrs. Hale	Aye
Mr. Farmer	Aye
Mr. Neo	Aye
Mr. Deel	Aye

The next item on the agenda was the request to advertise positions. Mrs. Holland proposed to the Board that she offer a lateral transfer for Mrs. Anna Shortridge and then advertise for the receptionist job. Mrs. Holland pointed out that there is no salary change and no classification change by doing a lateral transfer. In addition Mrs. Holland asked for permission to advertise for a full time social worker for the foster care unit and later on in mid-September bring on a temporary fuel- assistance worker. Mrs. Holland said she believed this will meet the staffing needs of the agency for this year. Mr. Neo asked if this will have any impact on the budget as presented, and Mrs. Holland replied that this money is in the existing budget. Mr. Farmer made a motion that we go ahead and pass this and Mr. Thornsberry seconded. On roll call vote, the motion to hire two persons carried.

Roll call vote:

Mrs. Cole	Aye
Mrs. Elswick	Abstain
Mr. Thornsberry	Aye
Mrs. Hale	Aye
Mr. Farmer	Aye
Mr. Neo	Aye

Mr. Deel

Aye

Also under new business was discussion of the telephone system. Mrs. Holland pointed out that the current system needs replacing. She presented the board with a proposal which would allow the agency to sign a work order with Verizon and replace the system. Mr. Neo stated that he believed it would be cheaper to buy the system outright and suggested that Mrs. Holland attend the next Board of Supervisors meeting to request funds to do so. With agreement of other Board members, the discussion was tabled until the next Board meeting when Mrs. Holland will report to the Board on her meeting with the Board of Supervisors and any other discussions with Verizon.

Under public comment, Mr. Bobby May had comments related to the Board's Workman's Compensation policy, which he objected to.

The next Board meeting is Tuesday, August 11, 2009 at 6:00 P.M.

There being no further business, and on motion by Mr. Farmer and second by Mrs. Cole, the meeting was adjourned.

\_\_\_\_\_  
Randall Deel, Board Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Judith C. Holland, Director

\_\_\_\_\_  
Date