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Posted By: Evelyn Baker  
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**MINUTES OF A  
SPECIAL MEETING  
OF THE  
JACKSON COUNTY  
BOARD OF COMMISSIONERS  
HELD ON  
JANUARY 17, 2007**

The Jackson County Board of Commissioners met in Special Meeting on January 17, 2007 at 8:30 am, Social Services Building, 15 Griffin St., Sylva, North Carolina.

Present:

Brian T. McMahan, Chairman  
Joe Cowan, Vice Chair  
Mark Jones, Commissioner  
Tom Massie, Commissioner  
William Shelton, Commissioner  
Kenneth L. Westmoreland, County Manager  
Evelyn Baker, Clerk to Board

Social Services Board Present:

Greg Scott  
Juanita Burrell  
Absent: Daniel Allison  
Katie Allman  
Dawn Madden

Chairman McMahan called the meeting to order and stated that the purpose of the meeting was for an overview of the services provided by the Department of Social Services.

Bob Cochran, Social Services Director, gave a history of Social Services in the county and a power point presentation explaining the various services offered by the department. FY05-06 statistics for the service programs are as follows:

(1) **Child Support Enforcement** program is for the location of absent parents, paternity establishment, establishment of support orders, modification of orders, collection and distribution of support, enforcement of support obligations, and interstate legal action. The child support staff collected \$2,247,047 for Jackson County children and earned \$63,460 in incentive payments to the county.

(2) **Work First Employment Services** include the JobLink Career Center, drug/alcohol & domestic violence assessments, mutual responsibility agreements, and supportive Services. 37 Work First participants went to work and 88% remained off of Work First after one year.

(3) **Adult Services** program is for adult protective services, guardianship services, protective payee services, adult home and adult day care monitoring, enhanced care case management, and services for the blind.

(4) **Emergency Assistance Programs**: The Crisis Intervention Program is 100% federal funded, Emergency Food & Shelter Program is 100% federal funded, and Share the Warmth Program is funded by Progress Energy and customers. These programs combined to serve 540 households with an average payment of \$212. The Work First Emergency Assistance Program is a one-time short-term assistance payment to help prevent future long-term dependence on other forms of public assistance. 87 households were served with an average payment of \$205. General Assistance is a one-time assistance for families in a crisis situation involving food or medicine. 54 households were helped with an average payment of \$45.

(5) **Adult Income Maintenance Unit**: This unit's responsibilities include Medicaid programs for long-term care and private living arrangements which include Medicaid for the Aged, Blind, and Disabled, Qualified Medicare Beneficiaries, Community Alternatives Program and Carolina Access. Also Special Assistance Programs (payments to rest homes), Special Assistance In-Home, Food Assistance Program, Low Income Energy Assistance, and Program Integrity (fraud investigations).

(6) **Children's Income Maintenance Unit**: This unit's responsibilities are Medicaid programs for children and families which include Medicaid for families, pregnant women, infants & children, refugees, foster care and adoptions, and family planning. Also NC Health Choice for Children (Blue Cross/Blue Shield insurance for children), Food Assistance Program (food stamps), Distribution of USDA Donated Foods, and Low Income Energy Assistance.

(7) **Economic Assistance Eligibility Determination Process** starts with an application filed by a client, verification of identify/residency/citizenship, verification of income, resources, disability and medical expenses. 4,520 applications for Medicaid, food assistance and work first were taken and 14,320 re-determinations and changes were processed. The Program Integrity service investigated 336 cases and \$50,786 was repaid.

(8) **Clerical Unit**: This unit's responsibilities include Medicaid Transportation Coordination (arranged 10,181 trips for 637 different clients). Foster Care Transportation (for visits between foster children and their natural families, counseling appointments, medical-dental care and court hearings). The unit issued 542 work permits for minors. 17,761 clients visited the agency.

(9) **Personnel & Administrative Support for the Director**: Responsibilities include payroll, benefits, training, personnel files, agency annual report, data management & analysis, information research, board and management team minutes, etc.

(10) **Administrative Unit**: This unit's responsibilities include filing the appropriate documentation for state reimbursement of expenses to the county.

(11) **Finances**: The Agency's expenditures were \$38,084,809.58 (67% federal funding, 25% state funding, 8% county funding) of which 81% was for Medicaid services.

(12) **Mission Statement**: *The Jackson County Department of Social Services is a client-oriented agency that responds to all age groups from infancy to the elderly. The mission of this agency is to strengthen individual and family life, to support independent living, and to improve the quality of human existence. Major goals are: 1) the prevention of abuse, neglect, exploitation, and disruption of family life; 2) the protection of emotionally, mentally, and physically disabled, the elderly, children and families in life-threatening situations; and 3) the networking of the client's strengths with agency and community support services in remaining or becoming self-sufficient. We must be responsive and sensitive to the needs of the less fortunate and most vulnerable citizens in our community. At the same time, however, we have a responsibility to the taxpaying community to meet human need with cost-effective methods. The staff of the Jackson County Department of Social Services has dedicated themselves to establishing a team approach in which to offer services in the most efficient and effective way possible, while ensuring that all citizens receive these services in a professional and courteous manner.*

There being no further business, Commissioner Massie moved that the meeting be adjourned. Commissioner Shelton seconded the Motion. Motion carried and the meeting adjourned at 10:00 a.m.

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Evelyn B. Baker, Clerk

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Brian Thomas McMahan, Chairman