



Department of Family and Children Services, Clayton County
Board of Directors Meeting
held
Wednesday, July 25, 2018 at 10:00 a.m.

Board Members Present:

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

Staff Members Present:

Dr. Nia Cantey	-	County Director
Deneka Manning	-	Deputy Director
Ashley Stallings	-	OFI Administrator
Patrice Davis	-	Recording Secretary

Other Members Present:

Sabrina Watson	-	Regional Director for Region 13
Meredith Holt	-	Task Force Officer (FBI) [Child Exploitation]

1. Call to order and Invocation

The meeting was called to order by the Chairman at 10:06 a.m. She welcomed everyone, and invocation was offered by Quen Howard.

2. Audience Participation

No Audience Participation.

3. Approval of Minutes

Minutes for meeting held on Wednesday, June 27, 2018 were approved.

4. Program Report

a. Social Services Report

Dr. Cantey had Laurie Jones on the phone from Regional Accounting. She is responsible for the State and County spending budget. Dr. Cantey reported that expenditures are normally filtered through Regional Accounting. She said the main reason to have Ms. Jones speak to the Board is to discuss the fund balance that Clayton County has. She explained that the fund balance is left over money from County Dollars from previous years. She said sometimes that money issued to the

County is not all spent. The balance is normally saved. This is allowed by the Commissioner. This money can be used later if the County needs additional funds.

Ms. Jones reported that Clayton county has \$97,812.59 in their fund balance. With the permission of the Board, it can be used for expenses towards the County. She also explained that there was an error on the spread sheet the year before which gave a misrepresentation of the actual dollars. This fund balance that Clayton County has will help to hire the PRNs which are needed. Ms. Howard asked Ms. Jones to elaborate on the error which had occurred. She said the spreadsheets were showing different balances. There was a \$37,000 difference used for the PRNs that was not reflected. She said the county thought they still had that money for their plans. It was a calculation balance from the regular budget and not the fund balance. The fund balance has the \$97,812.59, but the County budget had the error.

The Chairman then asked Ms. Jones if there was a time frame to use the fund balance. She said the County does not take back the fund balance; it cannot be returned. She continued to state that with the current years' budget, if we didn't spend all the money we would have to return it. Ms. Jones continued to state that this is not the issue with Clayton County since we depleted our budget. She said if we did not spend the money it would have to be returned. Ms. Jones said it is good for us to have the fund balance because we do not get our county dollars for the new year until 3 months into the year. Which would be in October.

Ms. Watson then asked Ms. Jones if Clayton County had dipped into the fund balance because there was not enough for the PRNs. Ms. Jones said the \$23,900 is needed to cover the PRNs and that money has not been deducted from the \$97,812.59 as yet. Ms. Jones then told Dr. Cantey if the money for the PRN will be taken out of the fund balance it has to be noted in the minutes. The call then ended with Ms. Jones.

Dr. Cantey asked the Board if there were any questions regarding the discussion from Ms. Jones. She then reiterated what Ms. Jones stated and explained what her role was in regard to Clayton County finances. She enforced that the \$97,812.59 can cover the hiring of the PRNS with the consent from the Board. She continued to state that although we are in the financial year 2019, we won't receive those funds until October. The 97,812.59 could be used to do other things except County spending. Ms. Howard confirmed that the 23,900 would have to come from that 97,812.59. Dr. Cantey said the balance would be used for future spending left after that deduction could be used for other spending. She then asked for the vote from the Board to use the \$97,812.59 because we have not received the County dollars as yet. The \$23,900 of that money to would be needed to pay the PRNs. Dr. Pulliam then asked for clarification regarding our State and County dollars which Dr. Cantey explained. Our money is monitored by Regional.

Dr. Pulliam then asked why we didn't know we had a fund balance before. Our Chairman explained that a situation like this had occurred before where we had a fund balance which we didn't know about.

Ms. Howard said she is hoping there is no more money hidden anywhere or errors. She said we can just move forward with the situation. A vote was then suggested at this point. The Chairman said we can vote now to minus the \$23,900 from the \$97,812.59. There was a motion on the floor at this point. Dr. Pulliam said she is voting to spend all the money; since there will be no funds until October. The Chairman said she voting to spend the money for the PRNs. She agreed with Ms. Jones to not spend all the money and have some left back. The Chairman is suggesting spending \$23,900 plus. If there is additional spending needed, an emergency board meeting can be called. Dr. Cantey said there is a need for more money to be spent. She recommended the \$23,900 plus \$30,000 adding up to \$53,900. The \$30,000 will be needed for the two (2) additional PRNs. She said we were not able to move forward with the additional PRNs because our dollars had ended.

Dr. Cantey showed the Clayton County's Organization Chart to the meeting explaining why the additional PRNs were needed. She said they would provide support for the staff. She explained that when school reopens it will be difficult for the staff. She mentioned carrying "Happy Faces" back. This is a service used to get dictation into our database.

The Chairman then brought the motion to vote to the table. Dr. Pulliam said we will move to use money from the fund balance account to hire the PRNs in the sum of 53,900.00 which would leave a balance of \$43,912.59. Mr. Bivins seconded this motion.

The Chairman confirmed that the additional \$30,000 would be used to hire the additional PRNs to help the staff. Ms. Howard then asked about the last PRNs we asked to hire from the last Board Meeting. Dr. Cantey said their period ended the last fiscal year which was in June. She said technically money stop being spent on June 14th.

Dr. Cantey went on to explained to Ms. Howard that there was \$70,000 that was available, and she had itemized 3 different items needed. She had asked for supplies for youths in care, building upgrades and included the PRNs. Dr. Cantey said what we now learnt is that there was a clerical error overstating \$37,000 that was not there. Dr. Cantey said the Board had not met since the clerical error was found.

Dr. Carter then asked what the Board can do to assist with the tracking of the money. Dr. Cantey monies that leave our offices, whether State or County will be tracked internally by her with Ms. Jones' help. Dr. Pulliam said the board members job is to track the work being done. She told Dr. Cantey that the report she gets from Ms. Jones should be forwarded to the Board Members. Dr. Cantey said the report wouldn't tell the Board Members much if they don't know what was going out.

Mr. Bivins asked what would have happened if we had not had the fund balance. Dr. Cantey said she would have use the new money coming in to pay the PRNs. It

would have to come from the County dollars. Dover is the agency we used to hire the PRNs. They would have already paid their team and they (Dover) would have to wait until we got our funds to pay them.

The Chairman then asked for confirmation of vote for approving the \$23,900 plus the additional \$30,000. This was therefore approved. The "Happy Face" service will also be included in the \$30,000; not just the PRNs. Dr. Cantey said she is looking at 3 months for both items to come on stream. She is concentrating on getting over the opening of school and also to allow the staff to be certified.

b. Eligibility/Employability

Dr. Cantey spoke about the daily score board. This report is reflective of the metro district. She reported on this. She said the important thing is documentation regarding our cases; if we are doing the response time and not entering the documentation it won't be reflected in our numbers. The main task is to ensure we continue to enter the documentation and meet the response time, so it doesn't fluctuate. This is where "Happy Faces" would help with documentation.

Ms. Watson said that "Happy Faces" is quite helpful especially among some of the case managers. Dr. Cantey said she will see how well "Happy Faces" will work since there is new staff here. If it doesn't work out, she will not re-use it.

Dr. Cantey also spoke about the overdues on cases. She said she is not exactly where she would like to be.

Ms. Watson then spoke about Dr. Cantey and her being instrumental with her staff into meeting these response times and dealing with the overdue cases.

Dr. Cantey then explained to the Board that sometimes when your overdues are low, you are more responsive to your investigations and meeting cases timely. She said she is enforcing safety in the home for the welfare of the children. She then spoke about certain numbers that needed to be improved. Family Preservation has a new supervisor and the numbers we are seeing needs to be improved. This unit, she stated, is a priority. She also reported that there use to be 15,000 children in care in the State of Georgia; that number has fallen to about 14,030. She said with this decrease in youths coming in care, the family preservation might be increased. We need to be prepared for this. Two of the staff were transferred to that unit. We are working with our community partners to improve those numbers in the coming months.

Dr. Cantey also reported on the Board report comparing the Services Report with previous years.

5. Other Matters

a. Conference

The Chairman spoke about a Conference coming up in Savannah. She said the Director could nominate someone from the Board to attend. She then reported that there was a form that needed to be filled out by the Director. The deadline is 8/3 to get it done. The Chairman said she would volunteer herself as the Board chair to attend. The Conference has been scheduled for 8/28 and 8/29. Mr. Bivins said he would like to go also.

b. Elections on Board Chairman / Vice Chairman

The Chairman elected to do Board Elections for Board Chairman and Vice Chairman of the DFCS Clayton County Board. She asked for nominations for the Chairman role. The Chairman put a motion out to continue her role as Board chairman. The Board members agreed with the motion. The vacancy for the Vice Chairman was voted on. The Chairman and Dr. Pulliam nominated Ms. Quen Howard to be the Vice Chair. It was confirmed that Quen Howard would be the Vice Chairman of the Board. It is noted that Ms. Tia Simon will continue to be Board Chairman and Ms. Quen Howard would be Vice Chairman.

6. Date of Next Board Meeting

The date of the next board meeting is scheduled for Wednesday, August 22, 2018 at 10 a.m.

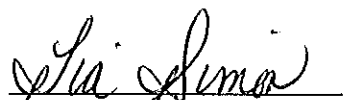
Dr. Pulliam stated that she will not be at the meeting but will join the meeting via telephone. It was also discussed to change the time of the Board Meetings to 10 a.m. instead of 9:30 a.m. A motion was done to have the Board Meetings starting at 10 a.m. every 4th Wednesday of the month.

Ms. Stallings also mentioned that neither she nor Ms. Luke will be at the next Board Meeting, but she will send a Supervisor.

Ms. Sabrina Watson also mentioned that she will be sending out an invitation for a Regional Board Meeting to be scheduled for the end of September. She said each county Board has to have a representative to attend; normally the Chairperson. Community members would also be in attendance and Directors from each County. This is being implemented on an ongoing basis. Ms. Holt said she would also be attending the Board Meetings as the State Advisory Board Representative. Ms. Watson then asked the Board if they had any question for Ms. Holt since she will be meeting with the Divisional Director in a State Board setting where she would relate information as to what goes on at the County level at the State Office. Ms. Holt reiterated that the Board can attend any State Advisory Board meeting that is held. It is also open to the public. Ms. Holt said they meet 4 times a year which is not enough. They are under State Bill 138. They will be meeting 6 or 7 times a year. No meetings will be held in July and August. She said any questions needed she will be happy to address by just sending her an email.

Meeting was adjourned at 11:31 a.m.

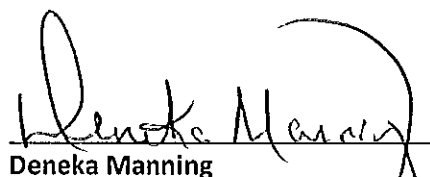
Respectfully yours,



Tia Simon, Chairperson
Clayton County, DFCS Board



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



Deneka Manning
Deputy County Director, Clayton County
DHS – DFCS



Patrice Davis
Recording Secretary