

**LEE COUNTY DEPARTMENT OF SOCIAL SERVICES**  
**BOARD MEETING**  
**September 15th, 2015**

The Board of Social Services for the Lee County Department of Social Services convened at 12:00 noon, in the Board of Commissioner's Room at the Lee County Government Center, 106 Hillcrest Drive, Sanford, North Carolina. Board members present were Ophelia Livingston, David Riddle, Commissioner Amy Dalrymple, and Gail Dickens, absent Paul Utley. Also present was Ex-Officio member Brenda Potts.

Vice-Chairperson Dickens called the meeting to order and opened the meeting with the serenity prayer. (Chairperson Livingston late to meeting). There not being a quorum at this time the September Agenda and the August minutes were not voted on at this time.

**PUBLIC COMMENT** - No one signed up to speak during the Public Comments section of the meeting.

The meeting was turned over to DSS Director Brenda Potts.

**NEW BUSINESS-**

Ms. Potts- Advised the board that a Child Protective Service Case Review Audit was to be conducted in the next few weeks. The state received 9 positions for monitoring CPS cases after the recent issues with children in Union and Wilkes County. This audit would not be monetary based, but for timelines and procedure for child safety. The audit will be more a processed driving to see how we do things. It will be statewide and the state is looking for the best practices in the counties. (Chairperson Livingston and Commissioner Dalrymple joined the meeting during this presentation.)

Ms. Potts advised the board that the new staff attorney, Tron Faulk has been on board since September 8<sup>th</sup>, and she was hoping that she would be able to introduce Tron to the board, however she is in court at this time. She gave a brief background on Tron, her education, her experience with DSS programs.

Ms. Potts reminded the board of the upcoming October 2015 Social Services Institute Conference. The meetings will be held from October 21-23 if any member would like to attend.

**DIRECTOR'S REPORT-**Ms. Potts discussed, in detail, the new pay classification study and the start date of sometime in January for this to be implemented. Ms. Potts has asked the HR Director, Ms. McGehee to provide training on the new pay classification study. Also, at this time all positions are filled.

Ms. Potts also reported the new requirement for FLSA in determining the exempt status of an employee. The status will not be determined by the type job the individual has but by the salary. The department heads will receiving training shortly.

Being that a quorum was present the Chair Person asked that the board go back to the September Agenda and the August Board Minutes.

With no changes being made to the September Agenda a motion was made by Member Riddle to approve the Agenda.

Aye: Ophelia Livingston, David Riddle, Gail Dickens and Amy Dalrymple. (Paul Utley was absent from the vote)

Nay: None

The Board considered changes to the August Minutes. With no changes being made a motion was made by Member Dickens to approve the minutes.

Aye: Ophelia Livingston, David Riddle, Gail Dickens and Amy Dalrymple. (Paul Utley was absent from the vote)

Nay: None

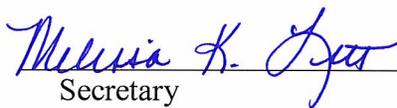
With no further business to come before the Board, Member Riddle moved to adjourn the meeting, seconded by Commissioner Dalrymple. Upon a vote, the results were as follows:

Aye: Ophelia Livingston, David Riddle, Gail Dickens and Amy Dalrymple, (Paul Utley was absent from the meeting)

Nay: None

Chairperson Livingston ruled the motion had been adopted unanimously and the meeting adjourned.

  
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Chairman

  
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Secretary