



Pamlico Human Services Board

Barbara Fisher Angelo Midgette Pat Bullis Sarah Delap Paul Delan

11 AM-12 Noon 4th Tues

Human Services Building

Director

Robert S. Johnson

Note taker:

Barbara Williams(Deborah Jones)

Board Vice Chair: Barbara Fisher

Board Chairwoman: Pat Bullis

6-23-2015----- **Agenda Topics** -----

Welcome

Review of Last Meeting Minutes

Barbara Williams

Chair’s Comments

Pat Bullis

Questions: Unit Operational Reports

Director’s Report /FNS & Work First Highlights

Pat O’Neal

Adjournment until August 25, 2015

Other Information

Director’s Report:

- **Medicaid Internet Access :**We have gone from slowest connection in the state to better that 50% of the state’s counties with our new internet line to Craven County. This has made a tremendous change in our ability to handle the demands of NC Fast. We had no idea that this very inexpensive upgrade would make this kind of difference.
- **IV-E Meeting w/ legal staff:** Per our commissioners, we are having the county legal persons check into to charges levied by a past IV-E Audit. We are looking in to reducing or delaying these charges.
- **FNS Drug Testing** see attached.
- **Board Membership:** I have talked with the Cooperative Extension Head in Jones County about us keeping Sarah of the Board. She has said that she would talk with Sarah and get back with us. Alma Credle will be replacing Pat Bullis who will need to drop from the Board for 1 year. We will still be seeking one replacement.
- **There will be no meeting in July. We will meet again on August 25th.**

Notes: Please remember that Board Minutes are placed on the county web site for public perusal.

Use Screening and Referral

June 23, 2015

The North Carolina General Assembly revised North Carolina General Statute 108A-29 to require the screening of each applicant for or recipient of Work First Program assistance whom the Department reasonably suspects is engaged in the use of controlled substances.

This is effective: July 1, 2015

This overview provides the purpose and intent of NC GS 108A-29.1.

This defines the criteria used to determine reasonable suspicion.

The county Departments of Social Services (DSS) has responsibility to administer the AUDIT/DAST-10

Prior to the administration of the AUDIT/DAST-10 each applicant/recipient must be given the Substance Use Screening Notice.

Any positive score on the AUDIT by an applicant/recipient under the age of 21 requires a referral to the Qualified Professional in Substance Abuse (QPSA).

A Score of three (3) or more on the DAST-10 requires a referral for the substance use testing. If an applicant/recipient does not comply with the substance use screening, the applicant/recipient is ineligible to receive cash assistance. If otherwise eligible, the remaining household members may receive cash assistance.

Criminal history screening a referral for substance use testing must be made if Online Verification System (OVS) indicates a conviction relating to illegal controlled substances within three (3) years of the OVS inquiry.

Referral Process for Substance Use Testing the substance use test, urine toxicology, will screen for five controlled substances. Marijuana, Cocaine, Methamphetamines, Opiates, Phencyclidine

Substance use testing as required by policy is at the expense of the Department Of Health and Human Services. If an applicant/recipient disagrees with a substance use test results and or/ has a confirmed positive test result, any subsequent tests are at the applicant/recipient's expense.

County department of social services will submit the referral for substance use testing to the laboratory/collection site via a secured electronic transmission.

The applicant/recipient must complete substance use testing within (4) business days of the referral for testing.

The county DSS will receive a weekly report of the applicants/recipients who failed to keep substance use testing appointments.

If applicant/recipient does not comply with substance use testing, the applicant/recipient is ineligible to receive cash assistance. If otherwise eligible, the remaining household members may receive cash assistance.

Results of substance use testing will be available within two (2) business days unless the initial test results are positive. An initial positive test requires confirmations testing before final results are available to county DSS.

A confirmed positive test result will disqualify the applicant/recipient from receiving assistance. If otherwise eligible, the remaining household members may receive cash assistance.

Schedule an appointment for applicant/recipient , with the confirmed positive test results no later than five (5) business days from the date the county DSS is notified of the confirmed positive results to discuss the results.

Assignment of a protective Payee

Non-compliance with the substance use screening and testing requirements will result in a sanction.

Confidentiality for Substance Use Screening and Testing

Alcohol and drug treatment records are protected by Federal law and regulations

Guidelines for documenting sensitive issued in case records

Counties must establish administrative, physical and technical safeguards to protect screening and testing information

Test results are confidential and will not be released to law enforcement.

County DSS agencies must designate staff to serve as the primary point of contact for communication with the NC DSS Work

First Contact Administrator and substance use testing contract vender.

The Substance Use Referral Log is available for use to track outcome.

PAMLICO COUNTY

Human Services Center

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Robert S. Johnson

Director

May 26, 2015 Minutes

DSS Social Services Board Meeting

Members Present: Chair, Pat Bullis, Sarah Delap, Angelo Midgett

Staff Present: Bob Johnson – Director, Deborah Jones – Note taker

Chair, Pat Bullis called the meeting to order. Sarah Delap made a motion to approve the April minutes, second by Angelo Midgett.

The meeting was turned over to Bob Johnson for the Director's Report

Director's Report

- Donnie Rooks and Debbie Green reviewed the Laserfiche Paperless Software. Laserfiche files will be set up to look just like the paper file. Auditors have always praised the agency on how the client files are set up. Policy is being written and updated on a daily basis. Developing procedure is a work in progress.
- Pamlico County has the slowest internet speed in the State. Looking at establishing a contract with Time Warner to help with this matter. Hopefully, if this works, meeting the Federal deadlines for Medicaid will be possible.
- There will be a IV-E Adoption Assistant audit payback. Three cases are involved. Two of the cases were marked correct in the 2011 audit and reviewed as incorrect in the 2014 audit. A third case was determined ineligible due to all signatures were not received before the Clerk Of Court processed the adoption.
- Sarah Delap reported the 4-H is working on setting up a Food distribution location.
- Sarah Delap will be changing jobs to Jones County. A Board Member replacement will need to be named. Sarah's position is a State appointed position.

Angelo Midgette made a motion to adjourn, second by Sarah Delap.

The next DSS Board meeting will be held on June 23, 2015