October 14, 2019 7:00 P.M.

JONES COUNTY BOARD OF COMMISSIONERS

Work Session

JONES COUNTY AGRICULTURAL BUILDING, 110 MARKET STREET

TRENTON, NC 28585

MINUTES

COMMISSIONERS PRESENT:

Mike Haddock, Chairman

Frank Emory, Vice-Chairman

Sondra Ipock-Riggs, Commissioner

James Harper, Commissioner

April Aycock, Commissioner

Charlie Dunn, Jr., Commissioner

Charlie Gray, Commissioner

OFFICIALS PRESENT:

Franky J. Howard, County Manager

Angelica Hall, Clerk

Brenda Reece, Finance Officer

Jessica Adams, Interim DSS Director

Felicia Murphy, IMC Technician II

Chairperson opened the meeting and turned it over to Mr. Franky Howard, County Manager.

DSS-Rural Operating Assistance Program (ROAP)

Jessica Adams, Interim DSS Director and Felicia Murphy, IMC Technician II, presented information to the Board about the Rural Operating Assistance Program as requested. Mrs. Adams explained that the ROAP grant provides transportation assistance for several different types of riders, including the elderly and disabled, those needing assistance for job access and the general public. It was explained that with the ROAP grant there were three funding parts: Elderly and Disabled Transportation Assistance Program (EDTAP), Employment (EMP) and Rural General Public Transportation (RGP). The EDTAP trips are provided free of charge to eligible riders. The Employment service provides transportation to workplace, children of working parents transported to child care, job interviews, etc with a copay of $2.00. The RGP service includes person care, non-emergency medical appointments, pharmacy pickup, shopping, etc. Mrs. Adams explained that due to Hurricane Florence, citizens being displaced and other circumstances, they were not able to use the funds they received from the program, and unlike years past the, State is now requiring counties to return unspent funding. A copy of the brochure is marked **Exhibit A** and is hereby incorporated and made a part of the minutes.

Tax Foreclosure Process

Mr. Franky Howard, County Manager, spoke with the Board about the Tax Foreclosure Process. Mr. Howard informed the Board that currently there is a $600.00 limit to process a foreclosure. The issue coming up is when there is an heir property and contacting everyone increases the foreclosure process over the $600.00 limit. Mr. Howard stated he was seeking guidance from the Board on how to proceed with the process when there are multiple heirs and the amount will exceed $600.00. There was discussion by the Board and Mr. Howard stated he would provide them with more information pertaining to the process.

Auditor RFP

Mrs. Brenda Reece, Finance Officer, requested the Boards guidance in moving forward with an Auditor RFP. The Board voted as follows: James Harper, yes; Charlie Dunn Jr, yes; April Aycock, yes; Charlie Gray, yes; Frank Emory, no; Sondra Ipock-Riggs, no;. By majority, the Board will move forward with the Auditor RFP.

Weather Pay

Mrs. Brenda Reece, Finance Officer, spoke with the Board about the current Weather Pay Policy. Mrs. Reece explained that this is something that she had wanted to address before and is requesting the Board's input on the matter. There was discussion by the Board. The Board requested the Department Head's be contacted to provide feedback on the Weather Policy then report back to them before moving forward with updating the policy.

Serveline/Water Leak Program

Mr. Franky Howard, County Manager, presented the Serveline/Water Leak Program to the Board to request a decision be made on implementation of the program. The Board discussed the pros and cons of the program in detail. The Board requested Mr. Howard provide the County's leak adjustment amounts from the previous year at the next Board meeting. This item will be added to the Agenda for October 21st Regular Board Meeting.

EDC/Rec Computer

Mr. Franky Howard, County Manager, presented the Board with a request to purchase computers for EDC and Recreation Department. This item will be added to the Agenda for October 21st Regular Board Meeting.

Purchasing Policy Update- Capital Items

Mr. Franky Howard, County Manager, spoke to the Board about updating the Purchasing Policy to reflect a $1000.00 threshold for Capital Item purchases.

ABC Audit

Mr. Franky Howard informed the Board that the ABC Audit had not been initiated and that there was a tentative date for a meeting to discuss this and other items with the ABC Board.

Recreation Committee

Mr. Franky Howard spoke with the Board about forming an officially appointed Recreation Committee. Mr. Howard feels this is important in the development and structure of the department moving forward.

MOTION made by Charlie Gray, seconded by James Harper. and unanimously carried **THAT** the meeting be adjourned at 9:03 p.m.

Mike Haddock
Chairman

Angelica Hall
Clerk to the Board

EXHIBIT A

Transportation Quick Reference Tool

- Scheduling Transportation requires a minimum of 3 business days notice.
- Out of County scheduling requires a minimum of 5 business days notice.
- Cancellations requires a minimum of 1 business days notice to avoid getting a No Show.
- 3 No Shows within any 90 day period could result in a transportation suspension of 30 days.
- When scheduling trips please have all pertinent information available (Date, Time, Name of destination, Address of destination,)

Non-Emergency Transportation (NEMT)

Felicia Murphy - IMC Tech II
Phone: 252-448-2581 Ext. 2014
Fax: 252-448-5651
E-mail: fmurphy@jonescountync.gov

Linnetta Hargett - IMC Tech II
Phone: 252-448-2581 Ext. 2012
Fax: 252-448-5651
E-mail: lhargett@jonescountync.gov

Marcia Cherry
FNS Supervisor
Phone: 252-448-2581 Ext. 2028
Fax: 252-448-5651
E-mail: mcherry@jonescountync.gov

Rural Operating Assistance Program (ROAP)

Felicia Murphy - IMC Tech II
Phone: 252-448-2581 Ext. 2014
Fax: 252-448-5651
E-mail: fmurphy@jonescountync.gov

Jones County

Transportation

Resources

Jones County Department of Social Services
418Hwy 58 N Unit D
Trenton, NC 28585
Phone: 252-448-2581
Fax: 252-448-5651

Non-Emergency Medical Transportation (NEMT)

Title XIX of the Social Security Act does not specifically mandate provision of transportation a Medicaid service. However, federal regulations and interpretations of the Act authorize states to cover transportation as either an optional service and/or as an administrative service. Medicaid only pays for transportation if the client receives a Medicaid covered service provided by a qualified Medicaid provider (enrolled as a NC Medicaid provider). Medicaid pays for the least expensive means suitable to the recipient's needs. This section contains procedures to comply with Federal and State Medicaid requirements regarding transporting Medicaid recipients to and from medical appointments. In the past, county policy for Medicaid transportation has been verbal or implied. However, because it has become more costly for the agency to transport clients to medical appointments, we now have a written policy.

Medicaid recipients are not automatically eligible for Medicaid Transportation; however, you must receive Medicaid in order to be considered for eligibility for transportation services. The Transportation Coordinator must complete a Medicaid transportation assessment in order to determine the transportation needs of the recipient. Services for which clients may be approved include: client reimbursement and County Coordinated Transportation. ALL CLIENTS must Keep a list of appointments on a Transportation Log (supplied by agency) in order to receive reimbursement for transportation to Medicaid covered trips.

Reimbursement: Clients must show proof of doctor visit(s) in order to be reimbursed for Medicaid Transportation. Client must have a signed Verification of Doctor Visit (available for pick up at DSS). Pharmacy receipts must be accompanied by cash receipt showing date of pick up or reimbursement will not be given.

NEMT continued

Jones County does not participate in a Pre- Authorized Gas Voucher program. Reimbursement is given after transportation has been submitted and verified each month. Clients are allowed to use the pharmacy of their choice but reimbursement is paid based on the pharmacy that is closest to the client. Example: Client lives in Pollocksville, but drives to New Bern to use Realo pharmacy. Client will only be reimbursed for mileage to Realo in Pollocksville. **MEDICAID PAYS LEAST EXPENSIVE MEANS.**

The Medicaid Transportation Manual does not mandate a specific time for Reimbursement payment for Medicaid Transportation. However, it does specify when the documentation for Medicaid Transportation reimbursement are required to be submitted according to the Medicaid Transportation reimbursement Manual DMA Administrative Letter 01-95 Section V Record keeping and Reimbursement. (D) (b) page 32. Medicaid Transportation reimbursement clients will be called in for counseling with the possibility of suspension on all inquiries.

Effective January 1, 2019, per the (NCDHHS) NORTH CAROLINA DEPARTMENT OF HEALTH AND HUMAN SERVICES: Mileage is reimbursed at ½ the standard IRS business rate which amounts to $.29 a mile for Medicaid recipients.

Advance Notice Policy: The County does not require the recipients to make transportation requests in person. Recipients are encouraged to make transportation requests as far in advance as thirty days before the scheduled appointment date. Notification of three business days before their scheduled medical appointment for in county trips and five business days prior to their scheduled out of county trips is the MINIMUM notification requirement. NO EXCEPTIONS TO THE RULE. Urgent transportation services are exempt from any advance notice requirements. The county makes every attempt to satisfy any urgent request for transportation. The recipient will be informed in writing of the county advance policy notice at each transportation assessment. **PLEASE NOTE: SAME DAY APPOINTMENTS WILL NOT BE GRANTED.**

Rural Operating Assistance Program (ROAP)

With this grant, the Community Transportation Program provides transportation assistance for several different types of riders, including the elderly and disabled, those needing assistance for job access, and the general public. It consists of three main funding parts: the Elderly and Disabled Transportation Assistance Program (EDTAP), as well as the Employment (EMP) and Rural General Public Transportation (RGP). CARTS is currently the only vendor authorized to provide transportation under the Jones County ROAP grant. Individuals using ROAP funding must also follow CARTS policies and procedures.

EDTAP services are not intended to replace other transportation services that you may be qualified for. Therefore, those who are able to receive assistance through Medicaid are not eligible to receive EDTAP services to Medicaid covered appointments. EDTAP services are provided free of charge to eligible riders. These are some of the services available for EDTAP funding: personal care, non-emergency medical appointments, pharmacy pickup, shopping, public hearings, committee meetings, classes, banking, etc. and transportation to and from our three area Senior Centers.

Requirements for EDTAP include:

- Passenger must be at least 60 years of age or disabled with doctor's verification
- Passenger must live within Jones County
- Passenger must be mobile by means of walker, cane or wheelchair
- Passenger may not live in a nursing or rest home
- Passenger can't be eligible for any other transportation services.

Employment services under this program include transportation to Workplace, children of working parent transported to child care, job interviews, job fair attendance, job readiness activities or training, GED classes. Jones County currently requires a co-pay of $2.00 to supplement the cost for these types of trips. Funds are for public use.

Rural General Public (RGP) services include personal care, non-emergency medical appointments, pharmacy pickup, shopping, bill paying, public hearings, committee meetings, classes, banking, Human Service Agency appointments and many other personal business trips. Jones County currently requires a co-pay of $2.00 to supplement the cost for these types of trips. Funds are for public use.