



North Carolina Department of Health and Human Services Division of Social Services

325 North Salisbury Street • Raleigh, North Carolina 27603
Courier # 56-20-25

Michael F. Easley, Governor
Carmen Hooker Buell, Secretary

E. C. Modlin, ACSW, Director
(919) 733-3055

March 30, 2001

DEAR COUNTY DIRECTOR OF SOCIAL SERVICES

ATTENTION: ADOPTION SUPERVISORS AND SOCIAL WORKERS

We are pleased to inform you of a reorganization of Division staff who work directly with county DSS staff, private adoption agencies, Clerks of Court and private attorneys to review and index the required documents associated with completed adoptions. The purpose of the reorganization is to promote professional relations between these Division consultants and their colleagues in designated county areas. We also believe that this organizational structure will expedite the issuance of birth certificates by the Office of Vital Records.

Effective immediately, **Rosary Gross** is the Division's program consultant for reviewing and indexing legal adoption proceedings in counties 1-34, Alamance through Forsyth. **Sue Dickinson** is the program consultant for counties 35- 65, Franklin through New Hanover. **Karen Gonzalez** is the program consultant for counties 66-100, Northhampton through Yancey. They are working diligently to process all adoption documents on a timely basis and to reduce the backlog of pending cases. This is work that requires particular attention to detail and accuracy. The consultants will be available to provide on-site training to county DSS staff and Clerks of Court after July 1, 2001. All questions concerning legal adoption proceedings should be directed to the designated consultant.

In addition, two administrative support staff work with the consultants to enter adoption-related information into the Adoption Information Management System (AIMS). **Jo Anne Freeman** works with counties 1-50, Alamance through Jackson. **Christina Colon-Lanzolla** works with counties 51-100, Johnston through Yancey. All calls concerning birth certificates should be directed to the appropriate administrative assistant.

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The consultants and administrative support staff can be reached at 919-733-3801. Someone is available between the hours of 7:30 A.M. and 5:30 P.M. Monday through Friday.

Since the Division reviews, indexes and enters information into AIMS for all child and adult adoptions in the state, these consultants and administrative assistants handle approximately 660 cases each month. The work generates a tremendous amount of written correspondence and over 150 phone calls per week. We are hopeful that the revised organizational structure will enhance our capacity to respond on a timely basis to your needs.

As in the past, questions about the Special Children's Adoption Fund, Special Children's Adoption Incentive Fund or adoption assistance should be directed to **Esther High** at (919) 733-4622. Questions about adoption policy and practice should be directed to your Children's Program Representative or to Esther High when your Children's Program Representative is unavailable.

We welcome any comments or suggestions about the Division's support of your work in adoptions.

Sincerely,



Charles C. Harris, Chief
Children's Services Section

Attachment

cc: E.C. Modlin
Nancy Coston
Paul Lesieur
Children's Services Team Leaders
Local Support Managers
Children's Program Representatives
Clerks of Court

CS-06-2001

**WHO TO CONTACT WITH QUESTIONS REGARDING ADOPTION
STATUES, BIRTH CERTIFICATES AND RECORDS TO BE
REVIEWED.**

**ADOPTION AUTOMATION TEAM
(919) 733-3801**

Rosary Gross	Alamance	Cabarrus	Craven
	Alexander	Caldwell	Cumberland
	Alleghany	Camden	Currituck
	Anson	Carteret	Dare
	Ashe	Caswell	Davidson
	Avery	Catawba	Davie
	Beaufort	Chatham	Duplin
	Bertie	Cherokee	Durham
	Bladen	Chowan	Edgecombe
	Brunswick	Clay	Forsyth
	Buncombe	Cleveland	
	Burke	Columbus	
	Sue Dickinson	Franklin	Hertford
Gaston		Hoke	Martin
Gates		Hyde	McDowell
Graham		Iredell	Mecklenburg
Granville		Jackson	Mitchell
Greene		Johnston	Montgomery
Guilford		Jones	Moore
Halifax		Lee	Nash
Harnett		Lenoir	New Hanover
Haywood		Lincoln	
Henderson		Macon	
Karen Gonzalez		Northhampton	Richmond
	Onslow	Robeson	Tyrrell
	Orange	Rockingham	Union
	Pamlico	Rowan	Vance
	Pasquotank	Rutherford	Wake
	Pender	Sampson	Warren
	Perquimans	Scotland	Washington
	Person	Stanly	Watauga
	Pitt	Stokes	Wayne
	Polk	Surry	Wilkes
	Randolph	Swain	Wilson
			Yadkin
			Yancey