

**DEPARTMENT OF HUMAN SERVICES  
SOCIAL SERVICES BOARD MEETING  
WASHTENAW COUNTY  
February 17, 2010**

Board: Frederick McDonald, Chairperson; Catherine Robinson, Vice-Chair

Staff: Cynthia Maritato, Director; Adelia Clark, Social Services Section Manager; Annette Wilde, Financial Services Program Manager; Michele Pringle, Administrative Manager; Deborah Swasey, Departmental Analyst; Lisa Temple, Executive Secretary

**1. CALL TO ORDER**

Frederick McDonald called the meeting to order at 1:35 PM.

**2. PUBLIC COMMENTS**

None.

**3. APPROVAL OF JANUARY 26, 2010 MEETING MINUTES**

The Board reviewed the minutes of January 26, 2010. **Mr. McDonald requested delaying approval of the minutes until the March 23, 2010 meeting until all Board members are present.**

**4. FINANCIAL REPORTS**

**A. Social Welfare Fund**

The Volunteer Services/County Projects January 2010 monthly expenditures were \$6,393.42 leaving a balance of \$31,754.58. The Board Account monthly expenditures for January 2010 were \$672.09 leaving a balance of \$15,288.91. There were no January 2010 monthly expenditures for the Board Reserve Account, leaving a balance of \$4,491.29.

**B. Child Care Budget Summary**

Expenditures for the Child Care Fund for January 2010 were as follows: DHS Foster Care \$10,901.66; Purchased Foster Care \$60,485.51; Residential \$110,349.16; In-home Care \$27,004.75; Independent Living \$33,455.68; Non-Reimbursable \$0.00. Total monthly expenditures were \$242,196.76. The Child Care Fund has expended 17% of its allocation.

**5. CONTRACTS**

**A. MARA 10-81002**

This contract is for a Medical Assistance Revenue Agreement between Michigan Department of Human Services and Washtenaw Community Health Organization (WCHO) to fund an Eligibility Specialist position. The Eligibility Specialist will process new and renewal assistance applications for mutual clients of WCHO and DHS.

The period of the contract is from April 1, 2010 to September 30, 2010. The amount of the contract is \$23,504.43. Payment for the position will be made by WCHO over a four month period beginning April 1, 2010 and ending July 31, 2010.

DHS would expect this position to be continued once it is established, and the person may be located in the Washtenaw County DHS office.

**A MOTION was made by Catherine Robinson to approve a contract in the amount of \$23,504.43 with Washtenaw Community Health Organization to fund an Eligibility Specialist position for the period of 4/1/2010-9/30/2010. MOTION SUPPORTED by Frederick McDonald. Motion carried.**

**B. JAIBG 10-81001**

The Juvenile Accountability Block Grant is an annual award from the United States Justice Department. It is designed to promote greater accountability among juveniles who are involved in the juvenile justice system. The DHS Bureau of Juvenile Justice sub-grants funds to local governments based on a formula dictated by law. The contract is between DHS and Washtenaw County in the amount of \$22,872.60 for the period of 4/1/2010-3/31/2011.

**A MOTION was made by Catherine Robinson to approve a contract in the amount of \$22,872.60 with Washtenaw County for the period of 4/1/2010-3/31/2011. MOTION SUPPORTED by Frederick McDonald. Motion carried.**

**6. UPDATES/COMMUNICATIONS**

**A. Management Update**

1. Director's Information
  - The Director will be taking a leave for 8-12 weeks beginning 2/22/10. During this period, the Services Program Manager will be the Acting Director.
  - We have been allocated two additional supervisor positions – one for AP/one for services). We are in the process of filling behind Mary Weather's FIM position and are hopeful to have a person working out of class before she leaves.
  - Retirement proposal – Proposal for an early out which would have a window period to commit with retirement occurring in July, August or September 2010. Multiplier would be enhanced by 1/16<sup>th</sup>. Most eligible staff are uncertain as to whether they will retire. First line workers and first line supervisors will be replaced 1:1. Other than that, positions will be replaced at a 1:2 ratio.
  - The UAW negotiated an agreement today for Banked Leave Time (BLT) – Non-Exclusively Represented Employees = 28 hours BLT, UAW = 26 hours BLT. Effective 4/1/10, new hires will be under a different health insurance program.
2. Services
  - We are anticipating hiring one CPS worker.

3. Financial Programs
  - One JET worker on leave. Departmental Analyst and FIM retiring 2/26/10. Anticipating hiring one FIM and 4-6 more Eligibility Specialists.
  - Washtenaw FIMs will be interviewing in March to create an AP hiring pool.
  - AP staff continue to work overtime and are making progress on overdue registrations.
4. Administrative Support
  - Two vacancies.

**B. Board Member Items**

- Mary Weathers will be retiring 2/26/10 after 33 years of state service. She briefly joined the board meeting to say farewell to the board members.
- Social Services Board members received a written complaint regarding a DHS adult services worker. This complaint was also received by the Director and has been forwarded to the Services Program Manager and Adult Services Supervisor for follow-up and response. A copy of the final response will be sent to all board members.
- Cathy thanked everyone for their warm thoughts and kind gestures.
- The Social Services Board members wish the Director a speedy recovery.

**C. Miscellaneous**

None.

7. **NEXT MEETING**  
**March 23, 2010 at 3:00 PM**
8. **ADJOURNMENT**  
The meeting adjourned at 2:12 PM.

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Cynthia Maritato, Director  
Secretary to the Board