

**DEPARTMENT OF HUMAN SERVICES
SOCIAL SERVICES BOARD MEETING
WASHTENAW COUNTY
March 25, 2008
3:00 PM**

Board: Frederick McDonald, Chairperson; Catherine Robinson, Vice-Chairperson;
Susan Kaufmann, Member

Staff: Cynthia Travis, Director; Susan Reynolds Bunton, Social Services Section
Manager; Barbara Ludwig, Financial Programs Section Manager; Michele
Pringle, Administrative Services Manager

1. CALL TO ORDER

Frederick McDonald called the meeting to order at 3:02 PM.

2. PUBLIC COMMENTS

None.

3. APPROVAL OF FEBRUARY 26, 2008 MEETING MINUTES

The Board reviewed the minutes of February 26, 2008. **A MOTION was made by Catherine Robinson to approve the February 26, 2008 minutes. MOTION SUPPORTED by Frederick McDonald. Motion carried.**

4. FINANCIAL REPORTS

A. Social Welfare Fund

The Volunteer Services/County Projects February 2008 monthly expenditures were \$996.27 leaving a balance of \$36,933.61. The Board Account monthly expenditures for February 2008 were \$111.87 leaving a balance of \$15,740.22. There were no February 2008 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 February 2008 were as follows: DHS Foster Care \$51,631.23; Purchased Foster Care \$32,416.45; Residential \$14,984.93; In-home Care \$19,431.64; Independent Living \$14,703.65; Non-Reimbursable \$0.00. Total monthly expenditures were \$133,167.90. The Child Care Fund has expended 22.4% of its allocation.

5. CONTRACTS

A. Washtenaw Friend of the Court – CSFOC 08-81001 (signature required)

This contract is for child support enforcement services. The contract amount is increasing by \$253,080.00 to a new cumulative total of 3,931,108.00.

A MOTION was made by Susan Kaufmann to approve the contract increase with Washtenaw Friend of the Court in the amount of \$253,080.00. MOTION SUPPORTED by Catherine Robinson. Motion carried.

B. Washtenaw Prosecuting Attorney - CSPA 08-81002 (signature required)

This contract is for child support enforcement services. The contract amount is increasing by \$1,978.00 to a new cumulative total of \$529,032.00.

A MOTION was made by Catherine Robinson to approve the contract increase with Washtenaw Prosecuting Attorney in the amount of \$1,978.00. MOTION SUPPORTED by Susan Kaufmann. Motion carried.

C. U.S. Department of Energy – DOE 08-81029 (signature required)

The DOE-08 contract services include weatherization services to households below 150% of federal poverty level.

A MOTION was made by Susan Kaufmann to approve the DOE-08 contract in the amount of \$293,364.00 for a period of 4/1/08 through 3/31/09. MOTION SUPPORTED by Catherine Robinson. Motion carried.

D. Low Income Housing Energy Assistance Program – LIHEAP-08 Series (signature required)

The LIHEAP-08 contract services include weatherization services to households below 150% of federal poverty level and client education classes that include information on energy conservation and bill management.

A MOTION was made by Catherine Robinson to approve the LIHEAP-08 contract in the amount of \$75,250.00 for a period of 4/1/08 through 3/31/09. MOTION SUPPORTED by Susan Kaufmann. Motion carried.

E. PAFC (notification only)

This is to notify the Social Services Board of an administrative rate change to \$25 per diem for those providers electing to eliminate distinction between general and specialized foster care. Effective date is 10/1/07.

F. Weatherization – MPSC 08-81029 (notification only)

This is to notify the Social Services Board of an amendment for a reduction in a contract between a Local Weatherization Operator and the Washtenaw County Department of Human Services. The amount of the reduction is \$75,251.00, reducing the contract dollar amount to \$224,138.00.

6. UPDATES/COMMUNICATIONS

A. Management Update

Financial Programs – We have hired four probationary ES staff – three are staff being displaced from Maxey Training School. It will be a year before these workers will have a full caseload. Currently, we have two medical leaves.

Technical Assistance Team case readings continue. Staff are being pulled from caseloads to correct errors. FAP error rate is high, and the State is facing financial sanctions.

Services – Retirement of CPS worker effective 4/5/08. CPS worker is transferring from Adrian Training School effective 3/31/08.

Administrative Support – Nothing to report.

B. Director's Info.

We are working to stabilize the office due to recent staffing changes (i.e. new county director, services section manager leaving, contracts/F2F coordinator moving into the section manager's position; F2F facilitator moving into the contracts/F2F coordinator position). We have received approval to fill the Departmental Analyst position. We will be moving forward to post and fill that position.

Staff presented at Willow Run School District on 3/11/08. The presentation included an overview of the programs DHS offers and the responsibilities of mandatory reporters.

There will be a Statewide Director's Meeting 4/1/08-4/2/08. Discussion will include the reorganization of DHS. Jim Nye will be retiring 5/16/08. DHS is continuing to meet regarding the Children's Rights Lawsuit in an attempt to settle. Talk continues regarding realignment of Children's Services. The State faces sanctions of \$5 million due to the food assistance program error rate being high.

C. Board Member Items

None.

D. Miscellaneous/Announcements

None.

7. **NEXT MEETING**
April 22, 2008 at 3:00 PM

8. **ADJOURNMENT**
The meeting adjourned at 4:07 PM.