

**DEPARTMENT OF HUMAN SERVICES
SOCIAL SERVICES BOARD MEETING
WASHTENAW COUNTY
May 25, 2010**

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

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

Guests: Alice Seipelt, JET Coordinator; Calvin Mitchell, FIM

1. CALL TO ORDER

Frederick McDonald called the meeting to order at 3:07 PM.

2. PUBLIC COMMENTS

None.

3. APPROVAL OF MARCH 23, 2010 MEETING MINUTES

The Board reviewed the minutes of March 23, 2010. **A MOTION was made by Susan Kaufmann to approve the March 23, 2010 minutes. MOTION SUPPORTED by Catherine Robinson. Motion carried.**

4. FINANCIAL REPORTS

A. Social Welfare Fund

The Volunteer Services/County Projects April 2010 monthly expenditures were \$1,604.45 leaving a balance of \$29,159.09. The Board Account monthly expenditures for April 2010 were \$563.73 leaving a balance of \$14,314.04. There were no April 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 April 2010 were as follows: DHS Foster Care \$29,173.28; Purchased Foster Care \$62,173.93; Residential \$50,878.44; In-home Care \$26,931.79; Independent Living \$13,127.75; Non-Reimbursable \$0.00. Total monthly expenditures were \$182,285.19. The Child Care Fund has expended 54.6% of its allocation.

Washtenaw DHS is projecting a deficit in our County Child Care Fund budget and remedies to prevent this are being taken.

5. **CONTRACTS**

A. RA-10-81001

This contract is between Michigan Department of Human Services and the County of Washtenaw-Public Health Department. The Agreement is effective from June 1, 2010 through September 30, 2012. The amount of the contract is \$304,000.00 divided as follows:

June 1, 2010 – September 30, 2010	\$ 76,000.00
October 1, 2010 – September 30, 2011	\$114,000.00
October 1, 2011 – September 30, 2012	\$114,000.00

The service provided under this Agreement is Health Assessment Services. This includes health screenings and testing for various diseases as well as providing adult interpreters for the purpose of assisting in communication between refugee/asylee clients who are limited in the English language.

A MOTION was made by Susan Kaufmann to approve a contract in the amount of \$304,000.00 with the County of Washtenaw County Health Department to provide health assessment services for the period of June 1, 2010 through September 30, 2012. MOTION SUPPORTED by Catherine Robinson. Motion carried.

B. CCF CRBS 10-81001 Amendment 1

The contract is between Washtenaw County DHS Board and Washtenaw Association for Community Advocacy to provide technical assistance to Washtenaw County DHS in security SSI and SSDI benefits for eligible foster care youth.

The contract was amended effective May 1, 2010 to reduce the allocation for this contract from \$24,975.00 to \$22,975.00 per year for the three year period of the contract. The reduction of the contract was necessary owing to the projected shortfall in the Child Care Fund foster care account. The number of units of services to be provided was reduced accordingly.

A MOTION was made by Catherine Robinson to approve the amendments to the contract between Washtenaw County DHS Board and Washtenaw Association for Community Advocacy. MOTION SUPPORTED by Susan Kaufmann. Motion carried.

C. CCF FPAVR08-81001 Amendment 2

The contract is between Washtenaw County DHS Board and Power Inc. to recruit foster parents and foster care advocacy volunteers. Power Inc. was also contracted to provide support services to retain foster care advocacy volunteers and existing foster parents.

The contract was amended effective May 1, 2010 to reduce the allocation for this contract from \$50,000.00 to \$38,000.00. The reduction in the contract was necessary owing to the projected shortfall in the Child Care Fund foster care account. The number of units of services to be provided was reduced accordingly for FY 2010. The contractor was notified after the amendment was signed that the contract will be canceled effective June 16, 2010. The bills received by DHS did not support the contract, and licensing staff were receiving limited support from Power.

A MOTION was made by Susan Kaufmann to terminate the contract between Washtenaw County DHS Board and Power Inc. effective June 16, 2010. MOTION SUPPORTED by Frederick McDonald. Motion carried. Catherine Robinson abstained from voting due to conflict of interest.

D. CCF RPER 10-81001 Amendment 1

The contract is between Washtenaw County DHS Board and Orchards Children's Services to provide removal prevention/early return service to families and/or children who have active CPS, foster care and juvenile justice cases with Washtenaw County DHS.

The contract was amended effective May 1, 2010 to reduce the allocation for this contract from \$171,784.00 to \$158,784.00 per year for the three year period of the contract. The reduction in the contract was necessary owing to the projected shortfall in the Child Care Fund foster care account. The number of units of services to be provided was reduced accordingly.

A MOTION was made by Catherine Robinson to approve the amendments to the contract between Washtenaw County DHS Board and Orchards Children's Services. MOTION SUPPORTED by Susan Kaufmann. Motion carried.

E. CCY YIP 08-81001 Amendment 3

The contract is between Washtenaw County DHS Board and Derrick L. Padgett to provide Youth in Transition (YIT) services to eligible youth who have been supervised by DHS in a foster care placement between the ages of 14 and 21 and young adults up to age 21 who are no longer under DHS care and supervision.

The contract was amended effective May 1, 2010 to reduce the allocation for this contract from \$24,960.00 to \$16,960.00. The reduction in the contract was necessary owing to the projected shortfall in the Child Care Fund foster care account. The number of units of services to be provided was also reduced accordingly from 1040 to 706 for FY 2010.

A MOTION was made by Catherine Robinson to approve the amendments to the contract between Washtenaw County DHS Board and Derrick L. Padgett. MOTION SUPPORTED by Susan Kaufmann. Motion carried. Frederick McDonald abstained from voting due to conflict of interest.

6. UPDATES/COMMUNICATIONS

A. Management Update

1. Director's Information
 - An email was shared regarding Senate Bill 1302 which allows for amendments to Act 280. Currently Act 280 states that Directors may cover up to 2 counties. The proposed amendment would permit multiple county mergers. MCSSA has taken the position that it is problematic to create multi-county organizations. Discussion was tabled until the next Social Services Board Meeting.
 - Adelia Clark did a great job as Acting Director during Cynthia's absence. In addition, Verdetta Love assisted our county two days per week. We are so fortunate that Wayne CFS "loaned" her to us. Thanks to both!
 - Meeting held today with Washtenaw County Health Organization (WCHO) to improve coordination of services to common clients.
 - Other meetings attended by the Director include the Community Forum Meeting in Chelsea on May 20, 2010 and the Community Action Board meeting on May 24, 2010.
2. Services
 - CPS worker leaving our county for a job in the probation department in two weeks.
3. Financial Programs
 - Fully staffed; will fill behind positions as the MARA workers leave.
 - Four new workers not scheduled for training until the end of June.
 - Getting two more new workers in June.
4. Administrative Support
 - A general clerk started on May 1, 2010. He was a lateral transfer from Macomb.

B. Board Member Items

The SSB members received a complaint letter from a client. The Financial Program Section Manager will address this and notify the Board of the resolution.

The SSB is requesting the Department Analyst to email monthly statistics to them.

C. Miscellaneous

1. Donation of pictures presented by Calvin Mitchell:

Mr. Mitchell is willing to donate 12 of his 8 x 10 photographs to be displayed throughout the office. This would be a wonderful opportunity to brighten up the office. He is asking for financial support from the Board to purchase 8 x 10 frames for the photos.

A MOTION was made by Catherine Robinson to approve up to \$150.00 for the purchase of 8 x 10 frames. MOTION SUPPORTED by Susan Kaufmann. Motion carried.

2. DHS shirts presented by Alice Seipelt:

Direct Support Services funds were recently used to purchase hygiene kits for the office. However, Direct Support Services funds can only be used to serve families with a qualifying child. Ms. Seipelt has organized a t-shirt, polo, fleece jacket fundraiser. These items would be sold to staff, and any proceeds will be used to purchase hygiene kits/supplies for the homeless customers. A request is being made to the Social Services Board to pay for the \$100.00 set up fee for the embroidery logo. This logo would belong to DHS and could be used anytime.

Ms. Seipelt will provide information to the Board at the next meeting regarding the cost of the hygiene kits.

A MOTION was made by Catherine Robinson to approve \$100.00 for the set up fee for the embroidery logo. MOTION SUPPORTED by Susan Kaufmann. Motion carried.

3. Ann Arbor.com subscription

The subscription for Washtenaw County DHS is up for renewal. At this time, it was decided to pass on renewing the subscription.

7. **NEXT MEETING**
June 22, 2010 at 3:00 PM

8. **ADJOURNMENT**
The meeting adjourned at 4:35 PM.

Cynthia Maritato, Director
Secretary to the Board