

**DEPARTMENT OF HUMAN SERVICES
SOCIAL SERVICES BOARD MEETING
WASHTENAW COUNTY
June 16, 2008
3:00 PM**

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

Staff: Barbara Ludwig, Financial Programs Section Manager; Michele Pringle,
Administrative Services Manager; Lisa Temple, Executive Secretary

1. CALL TO ORDER

Frederick McDonald called the meeting to order at 3:10 PM.

2. PUBLIC COMMENTS

None.

3. APPROVAL OF MAY 27, 2008 MEETING MINUTES

The Board reviewed the minutes of May 27, 2008. **A MOTION was made by Susan Kaufmann to approve the May 27, 2008 minutes. MOTION SUPPORTED by Catherine Robinson. Motion carried.**

4. FINANCIAL REPORTS

A. Social Welfare Fund

The Volunteer Services/County Projects May 2008 monthly expenditures were \$111.94 leaving a balance of \$32,805.15. The Board Account monthly expenditures for May 2008 were \$437.05 leaving a balance of \$14,923.74. There were no May 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 May 2008 were as follows: DHS Foster Care \$45,141.51; Purchased Foster Care \$44,204.19; Residential \$39,636.41; In-home Care \$21,203.83; Independent Living \$9,085.14; Non-Reimbursable \$0.00. Total monthly expenditures were \$159,271.08. The Child Care Fund has expended 51.1% of its allocation.

5. CONTRACTS

A. Families First of Michigan – FFOM 09-81001 (signature required)

The Families First of Michigan contract was awarded to Orchards Children's Services in the amount of \$763,389.00 beginning 10/1/2008 through 9/30/2011. Families First is an intensive 4 to 6 week in home service that is used primarily by CPS to prevent removal of children.

A MOTION was made by Catherine Robinson to approve the Families First of Michigan contract that was awarded to Orchards Children's Services in the amount of \$763,389.00. MOTION SUPPORTED by Susan Kaufmann. Motion carried.

6. **UPDATES/COMMUNICATIONS**

A. Management Update

Financial Programs – We have two staff on medical leave of absence; one staff person on medical returned 6/16/08; two probationary staff starting 6/30/08; four probationary staff on board of which three are currently in training.

Caseloads continue to remain high. We have established areas of specialization within the office. We have a staff person who is responsible for completing mismatches (i.e. New Hire hits, social security changes) and one who complete all FAP corrections on cases that have been read by the Technical Assistance Team staff person.

Bridges is on the fast track. We are looking at 8/19/08 as the pilot date. Local processes have been put into place, and we have been given approximately 41 Bridges processes to review and to compare to what we have now to determine whether they are high impact or low impact. The Executive Bridges' team is in place, as well as local Bridges work groups. Four staff are going to Bridges' training.

Administrative Support – One staff person on medical. We are in the process of hiring a Departmental Analyst 12.

Services – Two staff on medical leave of absence. One working out of class foster care vacancy. One Prevention PFA vacancy.

B. Board Member Items

The Board needs to complete the Director's evaluation. Lisa will coordinate a conference call so they can complete this.

Susan Kaufmann would like to receive quarterly statistics on services trends. She would also be interested in reviewing data at the State level.

C. Miscellaneous/Announcements

None.

7. **NEXT MEETING**

July 22, 2008 at 3:00 PM

8. **ADJOURNMENT**

The meeting adjourned at 3:28 PM.