

**DEPARTMENT OF HUMAN SERVICES  
SOCIAL SERVICES BOARD MEETING  
WASHTENAW COUNTY  
June 22, 2010**

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

Staff: Cynthia Maritato, Director, Annette Wilde, Financial Services Program  
Manager; Michele Lewandowski, Administrative Manager; Deborah Swasey,  
Departmental Analyst; 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 25, 2010 MEETING MINUTES**

The Board reviewed the minutes of May 25, 2010. **A MOTION was made by Catherine Robinson to approve the May 25, 2010 minutes. MOTION SUPPORTED by Frederick McDonald. Motion carried.**

**4. FINANCIAL REPORTS**

**A. Social Welfare Fund**

The Volunteer Services/County Projects May 2010 monthly expenditures were \$2,670.10 leaving a balance of \$26,488.99. The Board Account monthly expenditures for May 2010 were \$475.30 leaving a balance of \$13,838.74. There were no May 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 May 2010 were as follows: DHS Foster Care \$7,503.22; Purchased Foster Care \$58,027.58; Residential \$120,394.89; In-home Care \$29,380.40; Independent Living \$7,416.61; Non-Reimbursable \$0.00. Total monthly expenditures were \$222,722.70. The Child Care Fund has expended 70.2% 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. MACF-11-81325**

The contract is between Michigan Department of Human Services and The Regents of the University of Michigan in Ann Arbor for the Federal AmeriCorps program. The AmeriCorps program recruits volunteers to conduct literacy programs for youth as well as citizenship training throughout Washtenaw and Wayne Counties. The Agreement is for a one year period beginning September 1, 2010 through August 31, 2011 in the amount of \$299,214.00.

**A MOTION was made by Catherine Robinson to approve a contract in the amount of \$299,214.00 with The Regents of the University of Michigan for the Federal AmeriCorps program for the period of September 1, 2010 through August 31, 2011. MOTION SUPPORTED by Susan Kaufmann. Motion carried.**

**B. CCF EPS 10-81001 – Amendment 2**

The contract is between Washtenaw County DHS Board and Student Advocacy Center to provide Educational Planning Services to youth in foster care.

The contract was amended effective July 1, 2010 to reduce the allocation for this contract from \$24,786.00 to \$22,786.00 per year. The reduction in the contract was necessary to cover the shortfall in the child care fund foster care account. The number of units of services to be provided was reduced accordingly for FY 2010-2012.

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

**C. CCF EAS 10-81001 – Amendment 2**

The contract is between Washtenaw County DHS Board and Student Advocacy Center to provide Educational Advocacy Services to youth in foster care.

The contract was amended effective July 1, 2010 to reduce the allocation for this contract from \$24,786.00 to \$22,786.00 per year. The reduction in the contract was necessary to cover the shortfall in the child care fund foster care account. The number of units of services to be provided was reduced accordingly for FY 2010-2012.

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

**6. UPDATES/COMMUNICATIONS**

**A. Management Update**

1. Director's Information
  - Washtenaw County DHS remains under a corrective action plan and reporting requirement for FAP accuracy for new applications. We are required to report until a determined level is reached.
  - NeoGov – new online State application and selection process used for posting and filling job vacancies.
  - Meeting held today with Washtenaw County Health Organization (WCHO) to improve coordination of services to common clients.
2. Services
  - Two new workers in Adult Services. CPS worker leaving our county for a job in the probation department and working on filling behind this vacancy.
3. Financial Programs
  - Eligibility Specialist vacancy 7/12/10 as a result of a lateral transfer. FIM position to fill. General Services Program Manager position to fill. Working on hiring two LTA Eligibility Specialists and three LTA ARRA-funded positions. Five leaves of absences.
4. Administrative Support
  - One clerk on medical leave of absence.

**B. Board Member Items**

SSB member asked if we could obtain information on how many cash and non-cash recipients DHS has participating in post secondary education. Financial Services Program Manager will follow-up.

**C. Miscellaneous**

1. DHS shirts

Direct Support Services funds were recently used to purchase hygiene kits for clients in need. However, Direct Support Services funds can only be used to serve families with a qualifying child. Ms. Seipelt has organized a t-shirt fundraiser. These items would be sold to staff, and any proceeds will be used to purchase hygiene kits/supplies for homeless individuals. The Social Services Board approved the \$100.00 set up fee for the embroidery logo at the May 25, 2010 meeting; however, an additional \$20.00 is being requested to have Washtenaw County added to the logo.

**A MOTION was made by Catherine Robinson to approve \$20.00 to add Washtenaw County to the logo. MOTION SUPPORTED by Susan Kaufmann. Motion carried.**

7. **NEXT MEETING**  
July 27, 2010 at 3:00 PM
8. **ADJOURNMENT**  
The meeting adjourned at 3:56 PM.

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Cynthia Maritato, Director  
Secretary to the Board