

**DEPARTMENT OF HUMAN SERVICES
SOCIAL SERVICES BOARD MEETING
WASHTENAW COUNTY
September 27, 2009
3:00 PM**

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

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

1. CALL TO ORDER

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

2. PUBLIC COMMENTS

None.

3. APPROVAL OF AUGUST 25, 2009 MEETING MINUTES

The Board reviewed the minutes of August 25, 2009. There is a correction on Page 2, B. It should read: A MOTION was made by Catherine Robinson to approve a contract with **Eastern Michigan University** in the amount of \$142,434.00. **A MOTION was made by Susan Kaufmann to approve the amended August 25, 2009 minutes. MOTION SUPPORTED by Catherine Robinson. Motion carried.**

4. FINANCIAL REPORTS

A. Social Welfare Fund

The Volunteer Services/County Projects August 2009 monthly expenditures were \$1,835.06 leaving a balance of \$16,035.06. The Board Account monthly expenditures for August 2009 were \$277.03 leaving a balance of \$14,187.49. There were no August 2009 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 August 2009 were as follows: DHS Foster Care \$10,162.05; Purchased Foster Care \$47,710.17; Residential \$46,498.03; In-home Care \$24,993.71; Independent Living \$15,013.05; Non-Reimbursable \$0.00. Total monthly expenditures were \$144,377.01. The Child Care Fund expended 66.9% of its allocation. Note: We had to shift some funds within categories. In-home Care funds were moved to Purchased Foster Care and Residential.

5. **CONTRACTS**

A. MPSC-10-81029 – Weatherization Services

The MPSC-10 contract includes weatherization services to households below 250% of federal poverty level or 60% of state median income, whichever is higher, and client education classes that include information on energy conservation and bill management. The total MPSC 2010 allocation for Washtenaw County is \$301,000.00.

A MOTION was made by Catherine Robinson to approve a contract with Washtenaw County for weatherization services in the amount of \$301,000.00 for the period of 10/01/2009-09/30/2010. MOTION SUPPORTED by Susan Kaufmann. Motion carried.

B. CHPR 10-81001 – Power, Inc./In-Home Family Advocacy Services

This contract is between the Michigan Department of Human Services and Power, Inc. to provide In-Home Family Advocacy Services to families in Washtenaw County. It serves borderline at risk families to strengthen functioning so they don't come into care. The services will be provided over a three year period beginning 10/01/2009 and ending 9/30/2012. The total amount of the contract over the three year period is \$318,245.94.

A MOTION was made by Susan Kaufmann to approve a contract with Power Inc. in the amount of \$318,245.94 for the period of 10/01/2009-9/30/2012. MOTION SUPPORTED by Catherine Robinson. Motion carried.

6. **UPDATES/COMMUNICATIONS**

A. Management Update

1. Director's Information

- We are in the process of hiring (one Family Independence Manager 13, one Family Independence Manager 15, two Services Program Manager 14s). FIM 15 hiring process is being completed, and interviews for the two SPM 14 positions are being held. Once these are completed, interviews for the FIM 13 position will occur.
- One Eligibility Specialist transferred to Jackson County. One Eligibility Specialist will be transferring to Livingston County effective 10/19/09. Five retirements effective 10/1/09. Two retirements effective 11/1/09. We will be hiring an Eligibility Specialist from the UAW transfer list.
- Staff continue to work overtime.

2. Administrative Support

- Administrative support staff continue to retrieve voice mail messages from workers phones and log them.
- One clerical vacancy.

3. Financial Programs
 - o Four medical leaves of absence.
 - o Two staff retiring effective 10/1/09.
 - o Working Out of Class returning from Jackson County 10/5/09.
4. Services
 - o Three staff retiring effective 10/1/09.

B. Board Member Items

Mr. McDonald inquired about Bridges. Beginning the week of September 21, 2009, a number of legacy systems including ASSIST, Automated Find and Fix (AFF), Case Read Information System (CRIS) and Case Management Tools (CMT) will no longer be accessible to field staff.

The Washtenaw County Social Services Board recommends that Cynthia Maritato be made a permanent appointment as the Director of Washtenaw County. The Board signed a formal resolution to approve.

C. Miscellaneous/Announcements

Child Abuse and Neglect Conference will be held October 19th and 20th.

Robin and Rick Goldsmith will be retiring 10/1/09. Both have 33 years of service with the State of Michigan. Mr. McDonald presented them with plaques honoring their service to the State.

7. **NEXT MEETING**
October 27, 2009 at 3:00 PM

8. **ADJOURNMENT**
The meeting adjourned at 3:47 PM.

Cynthia Maritato, Director
Secretary to the Board