DEPARTMENT OF HUMAN SERVICES
SOCIAL SERVICES BOARD MEETING
WASHTENAW COUNTY
FEBRUARY 28, 2012

Board: Susan Kaufmann; Patricia Piechowski

Staff: Renee Adorjan, Acting Director; Adelia Clark, Social Services Program Manager; Annette Wilde, Financial Services Program Manager; Nicole Davis, Administrative Manager; Deborah Swasey, Departmental Analyst; Lisa Temple, Executive Secretary

1. CALL TO ORDER

Susan Kaufmann called the meeting to order at 3:12 PM.

2. PUBLIC COMMENTS

None.

3. APPROVAL OF JANUARY 24, 2012 MEETING MINUTES

The Board reviewed the minutes of January 24, 2012. **A MOTION was made by Patricia Piechowski to approve the January 24, 2012 minutes. MOTION SUPPORTED by Susan Kaufmann. Motion carried.**

4. FINANCIAL REPORTS

A. Social Welfare Fund

The Volunteer Services/County Projects January 2012 monthly expenditures were $65.02 leaving a balance of $38,082.98. The Board Account monthly expenditures for January 2012 were $211.95 leaving a balance of $15,749.05. There were no January 2012 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 January 2012 were as follows: DHS Foster Care $8,851.12; Purchased Foster Care $25,591.87; Residential $75,305.86; In-home Care $27,072.03; Independent Living $5,065.58; Non-Reimbursable $0.00. Total monthly expenditures were $141,886.46.

5. CONTRACTS

A. DOE 12-81029

The contracts are between Michigan Department of Human Services and 32 Local Weatherization Operators throughout the state. The contract series is written to continue weatherization services to households below the 200% federal poverty level statewide. Michigan's Weatherization Assistance Program is a low-income residential energy conservation program which provides free services to both homeowners and renters. Funding for this series will be distributed among the 32 Local Weatherization Operators throughout the state.

The contract provider for Washtenaw County is anticipated to be Washtenaw County Employment Training & Community Services. The Agreement will be for the period of April 1, 2012 through September 30, 2012 in the amount of $1,873,300.00 for Washtenaw County.

A MOTION was made by Susan Kaufmann to approve a contract in the amount of $1,873,300.00 for the period of April 1, 2012 through September 30, 2012, pending review of the final contract. MOTION SUPPORTED by Patricia Piechowski. Motion carried.

B. GUARD 12-81002

The contract is between Michigan Department of Human Services Washtenaw County and Kathleen M. Poelker, PLLC to provide Legal Intervention and Representative payee services to an estimated 125 clients during the term of the contract. Eligible clients are clients referred by Washtenaw County DHS or Probate Court for whom the Court has appointed the Contractor as guardian/conservator. The term of the contract is three years beginning April 1, 2012 and ending September 30, 2014 in the amount of $28,521.00.

A MOTION was made by Patricia Piechowski to approve a contract with Kathleen M. Poelker, PLLC in the amount of $28,521.00 for the period of April 1, 2012 through September 30, 2014. MOTION SUPPORTED by Susan Kaufmann. Motion carried.

6. <u>UPDATES/COMMUNICATIONS</u>

A. Director/Management Update

- The Centralized Intake number will be made available to the public March 5, 2012. The number will be shared with community partners, schools, etc. March will be a transitional month. The current Children's Protective Services intake number will be maintained during the month of March in addition to the Centralized Intake number.
- The 2012 MCSSA Conference will be March 13-March 15, 2012. Topics presented on include: IPhone usage, Centralized Intake, On-line Application, etc. There will be a special session offered from 5:00-7:00 PM on March 13th for new Board members.
- We shared the 2012 National Directory of Children, Youth and Family Services directory with the Board.
- We hired 5 CPS workers of which 2 are in their last week of training. We are in the process of hiring a CPS Supervisor to supervise Children's Protective Services and Adult Services.
- Assistance Payments is fully staffed. Caseloads are below 600.
- Two kiosks and a scanner will be put in our lobby within the next month. Interns will be staffing the kiosks.

B. Board Member Items
None.

7. NEXT MEETING
March 27, 2012 at 3:00 PM

8. ADJOURNMENT
The meeting adjourned at 3:56 PM.

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Renee Adorjan, Acting Director
Secretary to the Board