DEPARTMENT OF HUMAN SERVICES
SOCIAL SERVICES BOARD MEETING
WASHTENAW COUNTY
NOVEMBER 27, 2012

Board: Susan Kaufmann; Patricia Piechowski, Joseph Ryan

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

1. CALL TO ORDER

Patricia Piechowski called the meeting to order at 3:11 PM. Susan Kaufmann was sworn in by the Director as a County appointed board member. A motion was made by Joseph Ryan to appoint Susan Kaufmann as the Social Services Board chairperson. Motion supported. Motion carried.

Welcome to Joseph Ryan, State appointed board member.

2. PUBLIC COMMENTS

None.

3. APPROVAL OF OCTOBER 23, 2012 MEETING MINUTES

The Board reviewed the minutes of October 23, 2012. **A MOTION was made by Patricia Piechowski to approve the October 23, 2012 minutes. MOTION SUPPORTED by Susan Kaufmann. Motion carried.**

4. FINANCIAL REPORTS

A. Social Welfare Fund

The Volunteer Services/County Projects October 2012 monthly expenditures were $781.08 leaving a balance of $20,647.88. The Board Account monthly expenditures for October 2012 were $65.82 leaving a balance of $8,093.40. This amount is prior to the deduction of the MCSSA dues of $5,980.42. There were no October 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 October 2012 were as follows: DHS Foster Care $11,555.56; Purchased Foster Care $22,072.23; Residential $63,905.78; In-home Care $24,229.93; Independent Living $1,018.50; Non-Reimbursable $0.00. Total monthly expenditures were $122,782.00.

5. UPDATES/COMMUNICATIONS

A. Director/Management Update

- Financial Programs – two MLOA, one medical, one transfer in on 12/10/12 who will take over the case load for a worker transferring into the U of M Hospital donated funds position. We will then be able to fill behind with a limited term employee. We have had great success with the first donated funds worker at U of M Hospital.

- Services – in the process of interviewing/hiring a Services Manager. Foster Parent banquet went well at Grace Fellowship Church.

- Staff gave a brief explanation of their job functions to Mr. Ryan.

- The Director met with Michigan Rehabilitation Services. As of 10/1/12, MRS is under the Department of Human Services. They will be communicating with us and offered parking on Packard to our staff.

B. Board Member Items

- Board members shared information about themselves for the new member.

- The Holiday Committee requested $300.00 from the Board to purchase paper products and miscellaneous items for the Holiday Luncheon.

  The Board would like to have a management team holiday breakfast off-site and will approve up to $750.00 for this.

  The Director is asking for approval to purchase up to $1500.00 in gift cards or bus tokens to be used for clients.

  A MOTION was made by Patricia Piechowski to approve all three requests. MOTION SUPPORTED by Joseph Ryan. Motion carried.

6. CONTRACTS

A. CCF RPER 13-81001

The Contract is between Washtenaw County DHS Board and Orchards Children's Services to provide Removal Prevention/Early Return services (RPER). RPER services will be provided over a three year period beginning January 1, 2013 and ending December 31, 2015. Services to be provided include teaching appropriate child care techniques, assisting the client with improving housekeeping skills and assisting the family in resolving family problems which contributed to child abuse and and/or neglect.

Eligible families are families and/or children who have active CPS, foster care and juvenile cases and families who have a child residing in out-of-home placement due to abuse and neglect and are ready to return home at the time of the referral.

An estimated 75 families (25 families per year) will be provided with this service the three year period of the contract.

The amount of the contract for the three year period is $515,352.00 divided as follows:

January 1, 2013 – December 31, 2013	$171,784.00
January 1, 2014 – December 31, 2014	$171,784.00
January 1, 2015 – December 31, 2015	$171,784.00

A MOTION was made by Patricia Piechowski to approve a contract in the amount of $515,352.00 with Orchards Children's Services to provide Removal Prevention/Early Return services for the period of January 1, 2013 through December 31, 2015. MOTION SUPPORTED by Joseph Ryan. Motion carried.

B. SFSC 13-81002

The Contract is between Michigan Department of Human Services-Washtenaw County and Family Care Network to provide supportive visitation to eligible families. The contractor will arrange and schedule visits as consistently as possible to establish regularity for the children and all parties involved. The contractor will transport and transition children and/or parents to and from each visitation as requested by the DHS worker. Supportive parenting instructions will be provided while parents are having visitation with their children.

The services will be provided to 155 families (35 first fiscal year, 60 second fiscal year, 60 third fiscal year).

The contract will begin on January 1, 2013 and ends September 30, 2015. The total amount of the contract over the three year period is $193,899.63 divided as follows:

Fiscal Year (1) January 1, 2013 – September 30, 2013	$43,913.63
Fiscal Year (2) October 1, 2013 – September 30, 2014	$74,993.00
Fiscal Year (3) October 1, 2014 – September 30, 2015	$74,993.00

A MOTION was made by Patricia Piechowski to approve a contract in the amount of $193,899.63 with Family Care Network to provide supportive visitation to eligible families for the period of January 1, 2013 through September 30, 2015. MOTION SUPPORTED by Joseph Ryan. Motion carried.

7. NEXT MEETING
January 22, 2013 at 3:00 PM

8. ADJOURNMENT
The meeting adjourned at 4:40 PM.

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Renee Adorjan, Director
Secretary to the Board