DEPARTMENT OF HUMAN SERVICES
SOCIAL SERVICES BOARD MEETING
WASHTENAW COUNTY
APRIL 23, 2013

Board: Susan Kaufmann; Patricia Piechowski-Whitney

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

Guests: Marval Mayotte, Bettie Talbert

1. CALL TO ORDER

Susan Kaufmann called the meeting to order at 3:10 PM.

2. PUBLIC COMMENTS

None.

3. APPROVAL OF February 26, 2013 MEETING MINUTES

The Board reviewed the minutes of February 26, 2013. **A MOTION was made by Patricia Piechowski-Whitney to approve the January 22, 2013 minutes. MOTION SUPPORTED by Susan Kaufmann. Motion carried.**

4. FINANCIAL REPORTS

A. Social Welfare Fund

The Volunteer Services/County Projects March 2013 monthly expenditures were $1,040.90 leaving a balance of $31,280.10. The Board Account monthly expenditures for March 2013 were $0.00 leaving a balance of $15,702.20. There were no March 2013 monthly expenditures for the Board Reserve Account, leaving a balance of $4,491.29.

Mr. Pordon, Community Resource Coordinator for Washtenaw County DHS, will attend the next Social Services Board Meeting and present the 2013 spending plan for volunteer services.

B. Child Care Budget Summary

Expenditures for the Child Care Fund for March 2013 were as follows: DHS Foster Care $10,339.01; Purchased Foster Care $56,759.91; Residential $116,748.22; In-home Care $21,670.15; Independent Living $7,599.65; Non-Reimbursable $0.00. Total monthly expenditures were $213,111.94 which is 33.7% of the allocation.

The Director and fiscal staff met with Jason Brooks from the county last week. He presented a timeframe for moving forward to the 2014 budget.

5. UPDATES/COMMUNICATIONS

A. Director/Management Update

- We have 2 Eligibility Specialist vacancies, 3 General Office Assistant vacancies and 1 Peer Coach vacancy. As of April 29, 2013, services will be fully staffed except for the Peer Coach vacancy, which cannot be filled at this time.

- A hiring restriction was imposed today, April 23, 2013. Therefore, effective immediately, all previously approved or current pending hiring exceptions/actions/processes will be suspended, and additional information will be required prior to moving forward. Any new requests will be subject to hiring guidelines. Hiring guidelines apply regardless of whether or not the position(s) are being established, filled as permanent, limited-term (including extensions), or by a working out of class assignment.

- As a result of budget adjustments, we will have an 18% decrease in funding for state contracts.

- Ten Washtenaw County DHS staff attended the Washtenaw Area Council Children's Conference. Also, three staff attended the Housing Advocacy Training. Thank you to the Social Services Board for approving payment of the registration costs so staff could attend.

B. Board Member Items

Susan Kaufmann attended the Michigan County Social Services Association (MCSSA) conference in March. One of the presentations focused on the open meetings act.

Our guests, Marval Mayotte and Bettie Talbert, are Washtenaw County foster parents. Both have been foster parents for several years. They are attending the Michigan Association of Foster, Adoptive and Kinship (MAFAK) Parents conference this Thursday and are asking the Social Services Board for financial support to pay for registration, hotel, food and gas to attend. The conference provides new ideas and techniques about fostering children and allows participants to share these techniques with other parents. Due to the timing of the request, we are asking Ms. Mayotte and Ms. Talbert to submit receipts after they attend the conference so that they may be reimbursed up to a combined amount of $750.00.

A MOTION was made by Patricia Piechowski-Whitney to approve up to $750.00 for Marval Mayotte and Bettie Talbert to attend the MAFAK conference. Receipts must be submitted for reimbursement. MOTION SUPPORTED by Susan Kaufmann. Motion carried.

In the future, our agency will look for mechanisms to encourage and to support other foster parents who wish to attend this conference.

6. NEXT MEETING
May 21, 2013 at 3:00 PM

7. ADJOURNMENT
The meeting adjourned at 4:08 PM.

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Renee Adorjan, Director