

**DEPARTMENT OF HUMAN SERVICES
SOCIAL SERVICES BOARD MEETING
WASHTENAW COUNTY
April 22, 2014**

Board: Susan Kaufmann, Chair; Patricia Piechowski-Whitney, Member; Joseph Ryan, Member

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

1. CALL TO ORDER

Susan Kaufmann called the meeting to order at 3:06 PM.

2. PUBLIC COMMENTS

None.

3. APPROVAL OF MARCH 25, 2014 MEETING MINUTES

The Board reviewed the minutes from March 25, 2014. **A MOTION was made by Joseph Ryan to approve the March 25, 2014 minutes. MOTION SUPPORTED by Susan Kaufmann. Motion carried.**

4. FINANCIAL REPORTS

A. Social Welfare Fund

The Volunteer Services/County Projects March 2014 monthly expenditures were \$7,955.00 leaving a balance of \$29,956.50. The Board Account monthly expenditures for March 2014 were \$90.82 leaving a balance of \$15,785.47. There were no March 2014 monthly expenditures for the Board Reserve Account, leaving a balance of \$4,491.29.

Discussion was held regarding the funds in the Board Reserve Account and whether or not we should utilize these funds for gift cards, Barrier Busters, etc. It was decided that a proposal will be made at next month's meeting on how to use these funds.

B. Child Care Budget Summary

Expenditures for the County Child Care Fund for March 2014 were as follows: DHS Foster Care \$11,421.36; Purchased Foster Care \$55,020.32; Residential \$117,758.70; In-Home Care \$22,137.09; Independent Living \$2,806.24; Non-Reimbursable \$0.00. Total monthly expenditures were \$209,143.71.

An amendment to the Child Care Fund to increase the allocation will be requested within the next couple months.

5. **CONTRACTS**

The following wording is added to CM-2s in Livingston County:

“The signature of this Board reflects only that we reviewed the information contained on this form. The Board assumes no responsibility for this budgetary decision or for the services provided, nor are we in a position to evaluate these services.”

The Washtenaw County Social Services Board was asked if they would like this verbiage added to Washtenaw County CM2s.

A MOTION was made by Patricia Piechowski-Whitney to approve use of this statement on all Washtenaw County CM2s for future contracts. MOTION SUPPORTED by Joseph Ryan. Motion carried.

6. **UPDATES/COMMUNICATIONS**

A. Director/Management Update

- Director Update
 - From a public standpoint, things are going well with Medicaid expansion (Healthy Michigan Plan). Still experiencing a few technical issues, but overall, very minimal.
 - MiSACWS (Michigan Automated Statewide Automated Child Welfare Information System) is scheduled to “go live” 4/30/14.
- Staffing Updates
 - The mid-year staffing adjustment was submitted by the Director last week. There are no proposed changes for Washtenaw County.
 - The PATH Coordinator for Washtenaw County will also be covering Livingston County.
 - The Peer Coach for Livingston County is now covering Washtenaw as well beginning in May 2014. One of her primary functions is to observe the interactions of all services 1st line staff. She will spend approximately 1 and ½ days with each staff person. The first competency she starts with is engagement.
- Policy Updates
 - Still working on challenges with Bridges.
- Community Involvement Updates
 - The MYOI (Michigan Youth Opportunities Coordinator) shared the MYOI Expressions magazine with the Board. One of our youth had a poem published. The Director will send an electronic version to the Board. We are working on developing a checklist for youth 16 and older who age out of the system.
 - Many youth in the MYOI program have talent. We are working on ways we can utilize that talent by enlisting them to help out with our events (i.e. one youth is a disc jockey, several enjoy cooking).

- DHS Strategic Plan
 - Reviewed Goal #4 of The DHS Strategic Plan.
Employees: Improve Employee Relations.
 - Strengthen Department Communications.
 - Strengthen Department Leadership.
 - Improve Diversity Awareness and Inclusion.

Washtenaw County has 44 staff enrolled in the Emerging Leaders Program who are paired with a mentor. The Director is planning to hold a meeting with all participants.

B. Board Member Items

Eastern Michigan University is hosting a Civil, Criminal and Social Justice Conference on May 3, 2014 from 8:30 AM – 5:00 PM. The cost is \$15.00 per person. Ms. Clark is requesting to send 10-11 services staff.

A MOTION was made by Patricia Piechowski-Whitney to approve up to \$165.00 to pay for the conference fee to send 10-11 services staff. MOTION SUPPORTED by Joseph Ryan. Motion carried.

Administrative Professional's Day is Wednesday, April 23, 2014. Ms. Davis is requesting to use up to \$150.00 in Meijer gift cards that have already been purchased by the Board to host a luncheon for administrative staff.

A MOTION was made by Patricia Piechowski-Whitney to approve spending up to \$150.00 of Meijer gift cards that have already been purchased by the Board for an Administrative Professional's Day luncheon. MOTION SUPPORTED by Joseph Ryan. Motion carried.

An article was shared with the Board meeting attendees from the Michigan League for Public Policy.

7. **NEXT MEETING**
May 27, 2014 at 3:00 PM in the Board Room

8. **ADJOURNMENT**
The meeting adjourned at 4:10 PM.

Renee Adorjan, Director