

**Menominee County
Department of Human Services Board
2612 10th Street
Menominee, MI 49858**

BOARD MEMBERS

**MARY BRADLEY
MICHAEL KAUFMAN
PEGGY BASTIEN**

DIRECTOR

RUSSELL K. SEXTON

Date: October 25, 2011

The regular meeting of the Menominee County Department of Human Services Board was called to order by Russell Sexton, Board Secretary, at 9:00 a.m. The meeting was held in the Menominee County Department of Human Services Board Room.

Present: Michael Kaufman, Board Chair; Mary Bradley, Board Member; and Russell Sexton, Board Secretary.

Others Present: Bernie Lang, Menominee County Board of Commissioners

APPROVAL OF AGENDA:

A motion to approve the agenda was made by Mike Kaufman and seconded by Mary Bradley. Motion passed without opposition.

APPROVAL OF September 27, 2011 MINUTES:

Minutes of the September 27, 2011 Board Meeting were reviewed. A motion to accept the minutes was made by Mary Bradley and seconded by Mike Kaufman. Motion passed without opposition.

FINANCIAL REPORT:

The financial report for September 2011 was reviewed. There was \$150.00 in expenditures for DHS Board meeting attendance and \$969.09 in expenditures for MCSSA Statewide and District One dues; leaving a balance of \$3,030.97.

There were no expenditures from the Child Care fund, leaving a balance of \$3,500.00.

A motion to accept the financial report was made by Mike Kaufman and seconded by Mary Bradley. Motion passed without opposition.

Mr. Sexton explained to the board that the financial report is based upon the annual allocation received from the Menominee County Board of Commissioners and that it does not reflect the actual funds received from the county. Mr. Sexton explained that we draw funds from the county on a quarterly basis if there is a need to do so. If we have a

balance at the beginning of the year or if we have sufficient funds when a new quarter starts we do not receive funds and thus our financial report balance sheet will differ from what the county shows as having been provided to the board. Mr. Sexton explained that at the end of the fiscal year these differences are reconciled with the county. Mr. Sexton explained that we have to work from the overall allocation so we know how much money we have available throughout the year as the actual funds in our account don't provide an accurate representation of where we are with the allocated funds.

There was a discussion in regard to the letter received from the Menominee County Administrator that spoke to changes in how the Menominee County Board of Commissioners will be reimbursing community members who are on various boards funded by the county. Mr. Sexton will be drafting a letter to the Board of Commissioners in regard to that letter and the specific circumstances that exist in regard to the DHS Board.

DIRECTOR'S REPORT:

Staffing Information: Mr. Sexton reviewed the current staffing situation with the board.

MCSSA Information: Various MCSSA documents were distributed.

The next scheduled MCSSA District One meeting will be on January 11, 2012, in Marquette at the Ramada Inn.

Statewide Director's Meeting Information: Mr. Sexton went over his notes from the latest Statewide Director's meeting.

Collaborative Issues: No new information. Mr. Sexton related that he has been unable to attend the collaborative board as of late due to conflicts with other mandated meetings.

Business Plan Update: No update. Mr. Sexton reviewed the new DHS Strategic Plan with the board.

Miscellaneous: Mr. Sexton reviewed a variety of policy changes and other current events with the board.

Board Member Input/Suggestions: The Board Members provided a variety of input regarding these changes, which was greatly appreciated by the director.

Motion to accept the Director's Report as submitted made by Mike Kaufman and supported by Mary Bradley. Motion passed without opposition.

UNIT REPORTS: No unit report was provided.

BOARD BUSINESS:

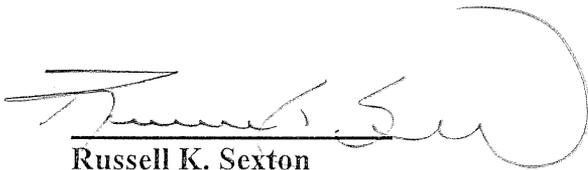
Approval of Vouchers: Vouchers were reviewed and approved. Motion made by Mary Bradley and supported by Mike Kaufman. Motion passed without opposition.

NEW BUSINESS: There was no new business presented.

PUBLIC COMMENT: None.

NEXT MEETING: November 29, 2011 at 9:00 a.m. in the Menominee County DHS Board Room.

ADJOURNMENT: Motion to adjourn made by Mary Bradley and supported by Mike Kaufman. Motion passed without opposition. Meeting adjourned at 9:36 a.m.



Russell K. Sexton
Board Secretary



Michael Kaufman
Chairperson

Pc: DHS Board Members
DHS Northern Area Office
Menominee County BOC
Menominee DHS Office File
Bernie Lang, Menominee County BOC Liaison