

**Menominee County  
Department of Human Services Board  
2612 10<sup>th</sup> Street  
Menominee, MI 49858**

**BOARD MEMBERS**

**MARY BRADLEY  
MICHAEL KAUFMAN  
PEGGY BASTIEN**

**DIRECTOR**

**RUSSELL K. SEXTON**

**Date:** June 30, 2009

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

Present: Michael Kaufman, Board Chair; Peggy Bastien, Board Member; 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 with one amendment was made by Michael Kaufman and seconded by Mary Bradley. Motion passed without opposition.

Agenda was amended to allow Mr. Bill Dubord, CEO of the Menominee – Delta – Schoolcraft Community Action Agency and Human Resources Authority, Inc., to make a presentation to the Board prior to other business being dealt with so Mr. Dubord could get to another meeting. His presentation will be annotated under New Business.

Board Member, Peggy Bastien, arrived during the presentation. As a result, Board Chair, Michael Kaufman, took over the meeting.

**APPROVAL OF May 26, 2009 MINUTES:**

Minutes of the May 26, 2009 Board Meeting were reviewed. A motion to accept the minutes was made by Mary Bradley and seconded by Peggy Bastien. Motion passed without opposition.

**FINANCIAL REPORT:**

The financial report for May 2009 was reviewed. There were \$150.00 in expenditures for DHS Board attendance; leaving a balance of \$5893.05. There were no expenditures from the Child Care fund in May, leaving a balance of \$7,100.00. A motion to accept the

financial report was made by Mary Bradley and seconded by Peggy Bastien. Motion passed without opposition.

### **DIRECTOR'S REPORT:**

**Staffing Information:** Mr. Sexton reminded the board members that there will be six furlough days for all employees, which will give them even less time to get the job done. All furlough days will be taken at the same time and the office will be closed during those dates. The dates are: June 19, July 6 and 24, August 7 and 21, and September 4.

Mr. Sexton also related that the Menominee County AP Unit is assisting the Delta County AP unit due to the extreme circumstances in existence. Delta County has 7 of 12 staff who are new and who are still learning, as well as the fact that there are two vacancies, leaving 10 employees to accomplish the work. Menominee County staff have always been very willing to assist Delta County when things get behind for whatever reason.

**MCSSA Information:** MCSSA documents were distributed. The next District One meeting will be in Escanaba on July 22, 2009.

**Statewide Director's Meeting Information:** There was no meeting this month. Next meeting is scheduled for September.

**Collaborative Issues:** Ms. Bradley updated the board on a new transportation work group and the chair of that group and the potential advantages for the county.

**Business Plan Update:** The quarterly update is available for review upon request. The Services unit is doing very well due to the infusion of new staff. We are able to actually do the entire job and spend the necessary time with the families instead of just putting out figurative fires. Our non-tribal foster care caseload has gone down significantly due to the work being done to obtain permanency for children and due to the efforts of the CPS staff in keeping children safely in their parental homes. The Assistance Payments unit's goals are not where we want them to be; however, the staff are doing a great job considering the current circumstances, which includes the new operating system – Bridges. There is a very steep learning curve with this system and as a result we are missing our S.O.P. goals and our customers are waiting in our lobby a while longer than they are used to doing. Benefits are getting out, just not as quickly as before Bridges.

### **Miscellaneous:**

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

Motion to accept Director's Report as submitted made by Mary Bradley and supported by Peggy Bastien. Motion passed without opposition.

**BOARD BUSINESS:**

**Approval of Vouchers:** Vouchers were reviewed and approved. Motion made by Peggy Bastien and supported by Mary Bradley. Motion passed without opposition.

**NEW BUSINESS:** Contracts presented for review:

CTFLC-10-55001: CTF Local Council Child Abuse and Neglect Prevention Services. Contractor – Menominee-Delta-Schoolcraft Human Resources Authority. These are prevention education funds with no administrative funds attached. The contractor is the fiduciary only and grants are provided to local entities to educate the public on the prevention of child abuse and neglect. Menominee County received \$5,000.00 a year for the next three years for a cumulative total of \$15,000.00.

Presentation by Mr. Bill Dubord, CEO of the Menominee – Delta – Schoolcraft Community Action Agency and Human Resources Authority, Inc.: This presentation was requested by the Board due to the requirement for the DHS Board to review all State generated contracts in Menominee County of a Human Services nature.

Mr. Dubord discussed the various contracts that come in to Menominee County, what they were for and who they benefitted; and related that he would be glad to provide a synopsis of future contracts for the Board as these contract reviews come in.

Mr. Dubord also discussed the American Reinvestment and Recovery Act funds and what the plans were for the use of those funds. Mr. Dubord related that the ARRA funds would not be divided into specific amounts for the three counties, but would be used to assist clients on a first come, first served basis.

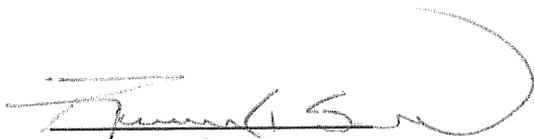
Mr. Dubord also provided a brief overview of his organization and provided a 2008 Annual Report that provided more detailed information.

The Board thanked Mr. Dubord for his time and his presentation.

**PUBLIC COMMENT:** None.

**NEXT MEETING:** July 28, 2009 at 9:00 a.m. in the Menominee County DHS Office Board Room.

**ADJOURNMENT:** Motion to adjourn made by Mary Bradley and supported by Peggy Bastien. Motion passed without opposition. Meeting adjourned at 10:04 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