

**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:** November 30, 2010

The regular meeting of the Menominee County Department of Human Services Board was called to order by Mike Kaufman, Board Chair, 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; Mary Bradley, Board Member; Peggy Bastien, Board Member and Russell Sexton, Board Secretary.

Others Present:

**APPROVAL OF AGENDA:**

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

**APPROVAL OF October 26, 2010 MINUTES:**

Minutes of the October 26, 2010 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 October 2010 was reviewed. There were \$150.00 in expenditures for DHS Board meeting attendance; \$97.00 in expenditures for Board of Commissioner meeting attendance and \$519.00 in expenditures for MCSSA District One meeting attendance; leaving a balance of \$8,234.00. 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 Mary Bradley and seconded by Peggy Bastien. Motion passed without opposition.

**DIRECTOR'S REPORT:**

**Staffing Information:** There was a continued discussion regarding the ramifications of the Early Retirement bill passed by the Legislature. We will lose the Office Manager and

the CPS Supervisor, as well as two of the assistance payments staff in Menominee County.

Mr. Sexton discussed the difficulties that are present with the hiring process and the projected time frame for replacing staff.

Delta County is currently two AP staff short and the rest of the staff is still fairly new, so there will be issues with covering the Menominee County vacancies with Delta County staff. Mr. Sexton will be looking into the resources in Dickinson County to ascertain if there is any capacity to assist during this current situation.

**MCSSA Information:** Various MCSSA documents were distributed. The next District One meeting will be in Marquette on January 26, 2011 at the Pioneer Inn.

**Statewide Director's Meeting Information:** Mr. Sexton went over his notes from a meeting that was held on November 9, 2010 in Lansing.

**Collaborative Issues:** No update.

**Business Plan Update:** No specific update at this time. Mr. Sexton continues to relate that both the services and assistance payments units are performing very well at this time despite the inadequate resources provided.

**Miscellaneous:** Mr. Sexton related that the Tri-County Services Delivery Area of Delta, Dickinson and Menominee County was approved and will be official on December 1, 2010. Mr. Sexton has already been heavily involved with transitional issues in Dickinson County for the past month and he believes that the transition will be fairly smooth.

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

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

**UNIT REPORTS:** Mark Kwarcianny, Family Independence Manager, provided the board with an overview of what his unit does and with current events as they pertain to the Assistance Payments Unit.

Motion to accept the unit 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:** There was no new business presented.

**PUBLIC COMMENT:** None.

**NEXT MEETING:** December 28, 2010 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 9:53 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