

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

**BOARD MEMBERS**

**JEFF NASER, CHAIR**

**GARY EICHHORN**

**DAVID C. PRESTIN**

**DIRECTOR**

**RUSSELL K. SEXTON**

**Date:** November 24, 2015.

The regular meeting of the Menominee County Department of Health and Human Services Board was called to order by Rob Villas, Acting Board Secretary, at 9:00 a.m. Central Time. The meeting was held at the Menominee County Department of Human Services Board Room.

Present: Jeff Naser, Board Chair; Gary Eichhorn, Board Member; and Robert Villas, Acting Board Secretary.

Absent: David Prestin, Board Member. Mr. Prestin is the State Appointee Board Member and his term expired October 30, 2015; however, he is still listed as active until an official notification is received appointing a new State Appointee Board Member.

Others Present: Bernie Lang, Menominee County Board of Commissioners.

**APPROVAL OF AGENDA:**

A motion to approve the agenda was made by Mr. Naser and supported by Mr. Eichhorn. Motion carried.

**APPROVAL OF MINUTES:**

Minutes of the October 27, 2015 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Naser and supported by Mr. Eichhorn. Motion passed without opposition.

**FINANCIAL REPORT:**

The Menominee County Board of Commissioners provided \$3,500.00 in operational funds to the Menominee County Department of Health and Human Services Board for FY 2016.

The financial report for October 2015 was reviewed. There were \$200.05 in expenditures for the DHS Board meeting; leaving a balance of \$3,299.95.

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

A motion to approve the financial report was made by Mr. Eichhorn and supported by Mr. Naser. Motion passed without opposition.

**DIRECTOR'S REPORT:**

Mr. Villas provided an update on the current staffing situation in Menominee County: There are 2 full time management staff including 1 children's services supervisor and 1 assistance payments supervisor. There is also 1 tri-county director and 1 general program supervisor. There is also a tri-county community resource coordinator. There are 3 administrative support staff consisting of 2 general office assistants and 1 departmental technician. There are 3 children's protective services specialists. There are 2 foster care and/or foster home licensing specialists. There are 6 assistance payments specialists, 1 Indian outreach worker and 1 adult services specialist.

**Statewide Director's Meeting Information:** Mr. Sexton will provide an update at the December meeting.

**Collaborative Issues:** No new information was provided. Rob Villas, Assistance Payments Supervisor, attends these meetings for DHHS.

**Business Plan Update:** M. Villas provided the board with an update on current performance data including:

- FY 2015 Operating Funds: Menominee County allocation is: \$25,776.00. Year-to-date expenditures are: \$1,264.81, which constitutes 4.9% of the allocation expended with 8% of the year elapsed.
- FY 2015 Travel Funds: Menominee County allocation is: \$35,351.00. Year-to-date expenditures are: \$0.00, which constitutes 0% of the allocation expended with 8% of the year elapsed.

Assistance Payments:

Assistance Payments Standard of Promptness: 99%. Business Services Center 1 average is 96% and State average is 96%.

Family Independence Program Work Participation Rate: 0%. Goal is 50%.

**Miscellaneous:**

Mr. Villas reviewed with the board customer information as follows:

July 2015 data:

Total cases, recipients and payments for FIP, FAP, SDA, CDC and SER benefits:

- Family Independence Program: 21 cases; 35 recipients; \$9,576.00 in benefits.
- Food Assistance Program: 1,402 cases; 2,659 recipients; \$287,247.00 in benefits.
- State Disability Assistance: 12 cases; 12 recipients; \$2,425.00 in benefits.
- Child Development and Care: 33 cases; 51 recipients; \$11,580.00 in benefits.
- State Emergency Relief: 0 cases; \$0.00 in benefits.
- Unduplicated total: 1,420 cases; 2,683 recipients; \$310,828.00 in benefits.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 664 cases; 1,365 recipients
- Other Children < Age 21: 109 cases; 121 recipients
- Pregnant Women & Children Under 19: 623 cases; 1,036 recipients
- Non-SSI Aged, Blind & Disabled: 653 cases; 684 recipients
- SSI Aged, Blind & Disabled: 517 cases; 517 recipients
- Medicaid Eligible Total: 2,312 cases; 3,721 recipients

Total Healthy Michigan Enrollments: 1039+

This information is available on the [www.michigan.gov/dhs](http://www.michigan.gov/dhs) website in the "Green Book".

**Board Member Input/Suggestions:** None

A motion to accept the Director's Report was made by Mr. Eichhorn and supported by Mr. Naser. Motion passed without opposition.

**UNIT REPORT:** None

**BOARD BUSINESS:**

1. **Approval of Vouchers:**

Vouchers for October 2015 were reviewed and a motion to approve all vouchers was made by Mr. Eichhorn and supported by Mr. Naser. Motion passed without opposition.

2. **Menominee County DHHS Board State Appointee:**

We have not yet received a letter of appointment for any State Appointee candidate.

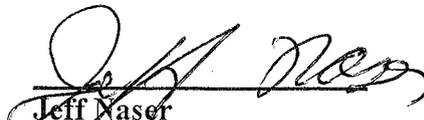
**NEW BUSINESS:** None

**PUBLIC COMMENT:** None.

**NEXT MEETING:** December 29, 2015 at 9:00 a.m. in the Menominee County DHS Board Room.

**ADJOURNMENT:** Motion to adjourn made by Mr. Eichhorn and supported by Mr. Naser. Meeting adjourned at 0927 a.m.

  
Russell K. Sexton  
Board Secretary

  
Jeff Naser  
Board Chairperson