

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

**BOARD MEMBERS**

**MICHAEL KAUFMAN, CHAIR  
MARY BRADLEY  
JEFF NASER**

**DIRECTOR**

**RUSSELL K. SEXTON**

**Date:** November 26, 2013

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. Central Time. The meeting was held at the Menominee County Department of Human Services Board Room.

Present: Mike Kaufman, Board Chair; Jeff Naser, Board Member and Russell Sexton, Board Secretary.

Excused Absence: Mary Bradley, Board Member.

Others Present: Sherry Salo, Menominee County DHS.

**APPROVAL OF AGENDA:**

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

**APPROVAL OF OCTOBER 29, 2013 MINUTES:**

Minutes of the October 29, 2013 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Naser and supported by Mr. Kaufman. Motion passed without opposition.

**FINANCIAL REPORT:**

The Board received its FY 2014 allocation from the Menominee County Board of Commissioners. Allocation is \$7,350.00. The Board Fund balance will be changed to reflect the new amount.

The financial report for October 2013 was reviewed. There was \$149.72 in expenditures for DHS Board Meeting attendance and \$150.00 in expenditures for MCSSA District One dues; leaving a balance of \$7,050.28.

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. Naser and supported by Mr. Kaufman. Motion passed without opposition.

**DIRECTOR'S REPORT:**

**Staffing Information:** Mr. Sexton reviewed the current staffing situation with the Board and provided board members with an organizational chart as well as a current phone list separated by unit and supervisors.

**Statewide Director's Meeting Information:** No new information provided.

**Collaborative Issues:** No new information provided.

**Business Plan Update:** Mr. Sexton reviewed the current performance of Menominee County DHS with the board.

**Miscellaneous:** None

**Board Member Input/Suggestions:** A variety of suggestions were provided by the Board members, which Mr. Sexton appreciated.

A motion to accept the Director's Report was made by Mr. Naser, with support from Mr. Kaufman. Motion carried.

**UNIT REPORT:** Sherry Salo, General Services Program Manager, provided the board with a comprehensive report on all of the Adult Services programs. The board members had a variety of questions, which we answered by Ms. Salo and Mr. Sexton.

A motion to accept the unit report was made by Mr. Kaufman, with support from Mr. Naser. Motion carried.

**BOARD BUSINESS:**

1. **Approval of Vouchers:**

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

2. **MCSSA:** The next meeting is on January 15, 2014 at a location to be determined.

**NEW BUSINESS:** No new business was presented.

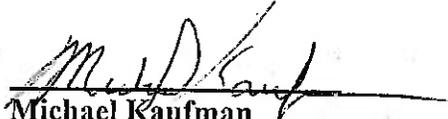
**PUBLIC COMMENT:** None.

**NEXT MEETING:** December 17, 2013 at 9:00 a.m. in the Menominee County DHS Board Room.

**ADJOURNMENT:** Motion to adjourn made by Mr. Kaufman and supported by Mr. Naser. Meeting adjourned at 9:38 a.m.



**Russell K. Sexton**  
**Board Secretary**



**Michael Kaufman**  
**Chairperson**

Pc: DHS Board Members  
Menominee County BOC  
Menominee County DHS Office File