

**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  
SHEILA VERAGHEN**

**DIRECTOR**

**RUSSELL K. SEXTON**

**Date:** February 23, 2016

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

Absent: Sheila Veraghen, Board Member.

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

**APPROVAL OF AGENDA:**

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

**APPROVAL OF MINUTES:**

Minutes of the February 2, 2016 Board Meeting were reviewed and discussed (re-scheduled January meeting). A motion to accept the minutes was made by Mr. Eichhorn and supported by Mr. Naser. Motion passed without opposition.

**FINANCIAL REPORT:**

The financial report for January 2016 was reviewed. There were \$291.45 in expenditures for the DHS Board meeting; leaving a balance of \$2,611.85.

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. Villas provided the board with a brief overview of the statewide director's meeting that took place on February 17, 2016. Mr. Villas discussed the FY 2017 budget and staffing; The Implementation, Sustainability and Exit Plan (ISEP) for child welfare and FAP accuracy.

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

**Business Plan Update:** Mr. 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: \$5,086.06, which constitutes 19.7% of the allocation expended with 25% of the year elapsed.

FY 2015 Travel Funds: Menominee County allocation is: \$35,351.00. Year-to-date expenditures are: \$4,794.29, which constitutes 13.6% of the allocation expended with 25% of the year elapsed.

Assistance Payments:

Assistance Payments Standard of Promptness: 94.71%. Business Service Center 1 average is 96.36% and State average is 95.66%.

Family Independence Program Work Participation Rate: 54.63% for the year in 2015. Goal is 50%.

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

December 2015 data:

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

- Family Independence Program: 20 cases; 36 recipients; \$5,444.00 in benefits.
- Food Assistance Program: 1,411 cases; 2,656 recipients; \$286,918.00 in benefits.
- State Disability Assistance: 14 cases; 14 recipients; \$2,625.00 in benefits.
- Child Development and Care: 37 cases; 53 recipients; \$11,715.00 in benefits.
- State Emergency Relief: 8 cases; \$5,387.00 in benefits.
- Unduplicated total: 1,429 cases; 2,679 recipients; \$312,090.00 in benefits.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 634 cases; 1,327 recipients
- Other Children < Age 21: 116 cases; 132 recipients

- Pregnant Women & Children Under 19: 586 cases; 975 recipients
- Non-SSI Aged, Blind & Disabled: 645 cases; 677 recipients
- SSI Aged, Blind & Disabled: 519 cases; 519 recipients
- Medicaid Eligible Total: 2,256 cases; 3,625 recipients

Total Healthy Michigan Enrollments: 1200+

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:**

**BOARD BUSINESS:**

1. **Approval of Vouchers:**

Vouchers for January 2016 were reviewed and a motion to approve all vouchers was made by Mr. Eichhorn and supported by Mr. Naser. Motion passed without opposition.

**NEW BUSINESS:** None

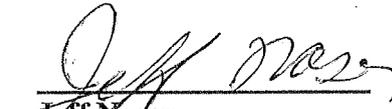
**PUBLIC COMMENT:** None.

**NEXT MEETING:** March 29, 2016 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 10:00 a.m.



**Russell K. Sexton**  
Board Secretary



**Jeff Naser**  
Board Chairperson

Pc: DHS Board Members;  
Menominee County BOC