

**Menominee County
Department of Human Services Board
2612 10th Street
Menominee, MI 49858**

BOARD MEMBERS

**JEFF NASER, CHAIR
GARY EICHHORN
DAVID C. PRESTIN**

DIRECTOR

RUSSELL K. SEXTON

Date: April 28, 2015

The regular meeting of the Menominee County Department of Human Services Board was called to order by Jeff Naser, Board Chair, 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; David Prestin, Board Member and Russell Sexton, Board Secretary.

Others Present: None.

APPROVAL OF AGENDA:

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

APPROVAL OF MARCH 31, 2015 MINUTES:

Minutes of the March 31, 2015 Board Meeting were reviewed and discussed. A motion to accept the minutes was made by Mr. Eichhorn and supported by Mr. Prestin. Motion passed without opposition.

FINANCIAL REPORT:

The financial report for March 2015 was reviewed. There were \$197.44 in expenditures for the DHS Board meeting; leaving a balance of \$5,644.00.

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. Prestin. Motion passed without opposition.

DIRECTOR'S REPORT:

Mr. Sexton 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 (one is currently off for an extended period). There are 3 children's protective

services specialists and 2 foster care and/or foster home licensing specialists. There are 6 assistance payments specialists, 1 Indian outreach worker and 1 adult services specialist who now is under the Business Services Center 6 administration.

Statewide Director's Meeting Information: No meeting occurred this month.

Mr. Sexton shared documents pertaining to the new Department of Health and Human Services with the board members.

Collaborative Issues: No new information was provided.

Business Plan Update: Mr. Sexton provided the board with an update on current performance data including:

- FY 2015 Operating Funds: Menominee County allocation is: \$40,140.00. Year-to-date expenditures are: \$12,442.78, which constitutes 31% of the allocation expended with 50% of the year elapsed.
- FY 2015 Travel Funds: Menominee County allocation is: \$32,991.00. Year-to-date expenditures are: \$9,137.99, which constitutes 28.1% of the allocation expended with 50% of the year elapsed.

Assistance Payments:

Assistance Payments Standard of Promptness: 99%, which was the highest in the state. Business Services Center 1 average is 94% and State average is 91%.

Family Independence Program Work Participation Rate: 33.33%. Goal is 50%. There were no controllable errors (DHS) and there were 2 uncontrollable errors (customer).

Miscellaneous:

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

March 2015 data:

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

- Family Independence Program: 22 cases; 51 recipients; \$7,492.00 in benefits.
- Food Assistance Program: 1,481 cases; 2,841 recipients; \$308,937.00 in benefits.
- State Disability Assistance: 15 cases; 15 recipients; \$2,574.00 in benefits.
- Child Development and Care: 28 cases; 45 recipients; \$9,257.00 in benefits.
- State Emergency Relief: 8 cases; \$4,351.00 in benefits.
- Unduplicated total: 1,499 cases; 2,868 recipients; \$332,611.00 in benefits.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 584 cases; 1,204 recipients
- Other Children < Age 21: 99 cases; 112 recipients
- Pregnant Women & Children Under 19: 660 cases; 1,141 recipients
- Non-SSI Aged, Blind & Disabled: 692 cases; 729 recipients

- SSI Aged, Blind & Disabled: 522 cases; 522 recipients
- Medicaid Eligible Total: 2,340 cases; 3,702 recipients

This information is available on the www.michigan.gov/dhs website in the “Green Book”.

Total Healthy Michigan Enrollments: 1039

Child Welfare Data:

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|--|---------------------------|
| • CPS ISP: 100% | Statewide: 63% |
| • CPS ISP Supervisor Approval: 100% | Statewide: 83% |
| • CPS USP: 100% | Statewide: 27% |
| • CPS USP Supervisor Approval: 100% | Statewide: 82% |
| • CPS Commencement 12 Hour: 67% | Statewide: 85%; BSC1: 92% |
| • CPS Commencement 24 Hour: 100% | Statewide: 79%; BSC1: 91% |
| • CPS Commencement Total: 89% | Statewide: 81%; BSC1: 91% |
| • CPS Investigation Face-to-Face Total: 94% | Statewide: 73% |
| • CPS Investigation Face-to-Face 24 Hour: 90% | Statewide: 68% |
| • CPS Investigation Face-to-Face 72 Hour: 100% | Statewide: 70% |
| • CFC Initial Medicals: N/A | Statewide: 50% |
| • CFC Initial Dentals: N/A | Statewide: 49% |
| • CFC Periodic Medicals: 0% | Statewide: 47% |
| • CFC Periodic Dentals: N/A | Statewide: 32% |
| • CFC ISP: 33% | Statewide: 39%, BSC1: 47% |
| • CFC USP: 67% | Statewide: 52%, BSC1: 67% |
| • CFC Total: 50% | Statewide: 53%, BSC1: 68% |
| • CFC ISP Approval: 100% | Statewide: 79%, BSC1: 87% |
| • CFC USP Approval: 100% | Statewide: 82%, BSC1: 90% |
| • CFC Approval Total: 100% | Statewide: 83%, BSC1: 91% |

Board Member Input/Suggestions: None

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

UNIT REPORT: Rob Villas, Assistance Payments Supervisor, provided a comprehensive report to the board. Mr. Villas reviewed current staffing levels for his units, which include 6 AP Workers and 3 Administrative Support Worker. The AP unit averages 480 to 500 cases per worker for the Eligibility Specialists and 360 cases for the Family Independence Specialist. There are only 4 cash assistance cases that have to comply with the work participation activities, the rest are ineligible grantee cases where only the children are receiving assistance. There are 200 long term care cases and there is one worker who specializes in LTC. There was a discussion regarding administrative hearings; a discussion regarding the State Emergency Relief program; a discussion regarding Tru-North and their role in the SER program; a discussion regarding the

Medical Review Team located in Traverse City, Michigan ; a discussion regarding State Disability Assistance; a discussion regarding the Fugitive Felon lawsuit (posters located in the lobby that explains this); and a discussion regarding welfare fraud and what is currently being done in re fraud.

The board members had a lot of questions of Mr. Villas and he provided them with answers to the degree possible. As a result, the unit report was very informative and the board members learned a lot of new information.

BOARD BUSINESS:

1. Approval of Vouchers:

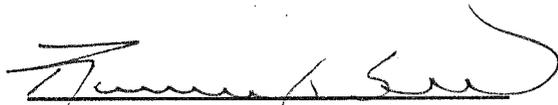
Vouchers for March 2015 were reviewed and a motion to approve all vouchers was made by Mr. Eichhorn and supported by Mr. Prestin. Motion passed without opposition.

NEW BUSINESS: None presented.

PUBLIC COMMENT: None.

NEXT MEETING: May 26, 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 10:21 a.m.



Russell K. Sexton
Board Secretary



Jeff Naser
Board Chairperson

Pc: DHS Board Members; Menominee County BOC