

Sent 7-2-08

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

BOARD MEMBERS

**MARY BRADLEY
MICHAEL KAUFMAN
PEGGY BASTIEN**

DIRECTOR

RUSSELL K. SEXTON

Date: May 27, 2008

The regular meeting of the Menominee County Department of Human Services Board was called to order by Board Chairman Michael Kaufman at 9:00AM. The meeting was held in the usual locale at the Menominee County Department of Human Services Board Room.

Present: Michael Kaufman, Board Chairman; Peggy Bastien, Board Member; Mary Bradley, Board Member; and Leonard Welling, Menominee County DHS Program Manager (substituting for Menominee County Director/Board Secretary Russell K. Sexton).

APPROVAL OF AGENDA: Motion to approve agenda made by Mary Bradley and seconded by Peggy Bastien. Motion passed without opposition.

APPROVAL OF APRIL 29, 2008 MINUTES: Minutes of 4/29/2008 Board Meeting were reviewed. Motion to accept was made by Mary Bradley and seconded by Peggy Bastien. Motion passed without opposition.

FINANCIAL REPORT:

As of the end of April, 2008; the Board Fund balance was \$3230.28 and the Child Care Fund Sub-Account balance was \$279.30. The board was provided with a copy of a April 18, 2008 correspondence from Menominee County DHS Director Russ Sexton to Menominee County Administrator Brian Neumeier requesting that the Board Fund be restored to a \$9000.00 balance (an anticipated appropriation request of \$6693.00) and that the Child Care Fund be restored to a balance of \$3500.00 (an anticipated appropriation of \$3220.70). Mr. Neumeier had requested that the appropriation requests be submitted to his office by May 16, 2008.

May Board vouchers were reviewed by the board members.

A motion to approve the financial report was made by Peggy Bastien and seconded by Mary Bradley. The motion passed without opposition.

DIRECTOR'S REPORT :

Staffing Information: With the hiring of Andrew Laurin, the services unit is at its full allocation for staffing. Due to training requirements, Mr. Laurin will not assume direct case management responsibility until August, at the earliest. The AP and clerical units are also at their full allocation for staffing. Beginning on May 21st, Services Supervisor Sue Asplund assumed supervisory responsibilities for the Foster Care, Foster Home Licensing, and Juvenile Justice programs for both Delta and Menominee Counties. Services Supervisor Len Welling assumed supervisory responsibilities for the Children's Protective Services, Adult Services (APS, ILS, and ACP cases) and Indian Outreach programs for both Delta and Menominee Counties. This change will permit both supervisors to provide first line supervision to the areas in which they have the most direct case management experience.

MCSSA Information: May 14, 2008 meeting minutes reviewed and discussed.

Northern Area Director's Meeting Information: The Northern Area (formerly Regions One and Two) Director's Meeting was held in Mackinaw City on May 7th and 8th. The following issues were discussed:

- **Children and Family Services Review:** This review process was explained and discussed. The review consists of a comprehensive review of the states performance in the areas of child safety, permanency, and well-being.
- **Region Managers Reports/Updates:** The Children's Rights Lawsuit is moving forward. No information can be reported at this time. Directors will be notified as soon as information can be released. Directors were asked to encourage qualified employees to apply for supervisor vacancies.
- **Administrative Issues:** Details for processing time sheets, Travel Vouchers, Complaints, and Leave Requests discussed.
- **Services:** Reorganization of the former Region One and Region Two Services Specialists discussed. The new arrangement has the specialists being trained in all areas with the exception of the Adoption Program. Jay Hubbard will be handling the responsibilities for the counties of Baraga, Delta, Dickinson, Gogebic, Houghton, Iron, Keweenaw, Marquette, Menominee, and Ontonagon. The Adoption Program is being supervised by Judy Bell. Two of the four allocated Title IV-E positions have been filled and the specialists started training the week of May 12th. MYOI and Family to Family Initiatives were discussed. The directors were also provided a presentation from BCAL Division Director Mindy Wilson regarding preparation for a Child Placing Agency Licensing Review.
- **AP Updates:** The directors received updates on various subjects including a new Food Assistance/Supplemental Security Income combined application, delay in the implementation of twice monthly food assistance (related to BRIDGES rollout), and a new Medicaid program for children aging out of foster care (automatic coverage until age 21).

Statewide Director's Meeting: This meeting was held April 1st and 2nd in Lansing. The minutes were reviewed by the Board. Board members requested copies and these were provided.

Collaborative Issues: Family to Family Initiative representatives will be providing a presentation to the Collaborative at their 6/11/08 meeting. Mary Bradley has agreed to participate in the Family to Family Program as a Community Representative.

Business Plan Update: N/A, no new information at this time.

Miscellaneous: None

Board Member Input/Suggestions: None.

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

BOARD BUSINESS:

Approval of Vouchers: Motion to approve vouchers as submitted made by Peggy Bastien and supported by Mary Bradley. Motion passed without opposition.

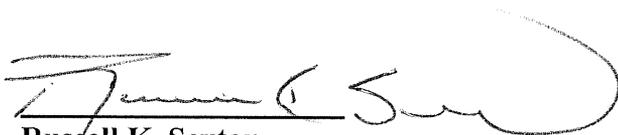
NEW BUSINESS:

Contract Approvals: None

PUBLIC COMMENT: None

NEXT MEETING: June 24, 2008 at 9:00 AM 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 10:00AM.


Russell K. Sexton
Acting Board Secretary


Michael Kaufman
Chairperson

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