

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

**BOARD MEMBERS**

**MARY BRADLEY  
MICHAEL KAUFMAN  
PEGGY BASTIEN**

**DIRECTOR**

**RUSSELL K. SEXTON**

**Date:** September 29, 2009

The regular meeting of the Menominee County Department of Human Services Board was called to order by Board Secretary, Russell Sexton, at 9:00 a.m. The meeting was held at the usual locale in the Menominee County Department of Human Services Board Room.

Present: Michael Kaufman, Board Chair; Mary Bradley, Board Member and Russell Sexton, Board Secretary.

Others Present: Bernie Lang, Menominee County Board of Commissioners

**APPROVAL OF AGENDA:**

A motion to approve the agenda was made by Mary Bradley and seconded by Mike Kaufman. Motion passed without opposition.

**APPROVAL OF August 25, 2009 MINUTES:**

Minutes of the August 25, 2009 Board Meeting were reviewed. A motion to accept the minutes was made by Mike Kaufman and seconded by Mary Bradley. Motion passed without opposition.

**FINANCIAL REPORT:**

The financial report for August 2009 was reviewed. There were \$150.00 in expenditures for DHS Board attendance; and \$1901.24 in expenditures for MCSSA Statewide Board attendance and MCSSA Statewide and District dues; leaving a balance of \$3177.06. There were no expenditures from the Child Care fund, leaving a balance of \$7,100.00. A motion to accept the financial report was made by Mary Bradley and seconded by Mike Kaufman. Motion passed without opposition.

**DIRECTOR'S REPORT:**

**Staffing Information:** Mr. Sexton related that the Menominee County AP Unit continues to assist the Delta County AP unit due to the extreme circumstances in existence in Delta County. Delta County will have 10 of 13 staff who are new and who are still learning.

Menominee County staff have always been very willing to assist Delta County when things get behind for whatever reason.

Mr. Sexton further related that the FY 2009 furlough days are gone now, but more are expected for FY 2010. Those days, combined with the dozen or so days that the Bridges system was down, cost us at least a month in productivity this year.

**MCSSA Information:** MCSSA documents were distributed. The next District One meeting will be October 28, 2009, in Marquette at Up Front and Company.

**Statewide Director's Meeting Information:** There was a meeting this month and Mr. Sexton went over some highlights of the meeting.

**Collaborative Issues:** None.

**Business Plan Update:** Current update is available for review upon request – we are meeting all goals in child welfare and are not meeting any goals in the assistance payments area due to the situation described above.

**Miscellaneous:** None

**Board Member Input/Suggestions:** The Board Members provided a variety of input, which was greatly appreciated by the director.

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

#### **UNIT REPORTS:**

Mark Kwarciyan, Family Independence Manager, and Lisa Verbrigghe, Assistance Payments Supervisor, provided a comprehensive report regarding the activities of the Assistance Payments unit.

A motion to accept the unit report was made by Mike Kaufman and supported by Mary Bradley. Motion passed.

#### **BOARD BUSINESS:**

**Approval of Vouchers:** Vouchers were reviewed and approved. Motion made by Peggy Bastien and supported by Mary Bradley. Motion passed without opposition.

#### **NEW BUSINESS:** The following contracts were reviewed:

CSBG-10-21018: Community Service Block Grant to the Menominee-Delta-Schoolcraft Community Action Agency for \$262,682.00. These funds were made available to the CAA to enable them to: strengthen and coordinate local efforts to expand opportunities for low-income individuals and families to become economically self-sufficient and to improve and revitalize low-income communities. CAAs will use the funds to support one

or more of the following program areas: employment, education, income management, housing, emergency services, nutrition, linkages to services, self-sufficiency, health and central agency administration.

MPSC-10-21018: Weatherization Services funds to the Menominee-Delta-Schoolcraft Community Action Agency for \$242,200.00. These funds were made available to the CAA to provide weatherization services to households below 250% of the federal poverty level or 60% of state median income, whichever is higher, and client education classes that include information on energy conservation and bill management. Services include, but are not limited to: wall insulation, attic insulation and ventilation, foundation insulation, air leakage reduction, smoke detectors, dryer venting, client education sessions and kits, etc.

SFSC-10-55001: Family Support Program. Contractor is Child and Family Services of the Upper Peninsula. Contract is for services to DHS customers to address issues related to child abuse and neglect, prevention services, delinquency, adoption or foster care case services and family preservation and reunification services.

A motion to authorize signature of the contract reviews was made by Mike Kaufman and seconded by Mary Bradley. Motion passed without opposition.

**PUBLIC COMMENT:** None.

**NEXT MEETING:** October 27, 2009 at 9:00 a.m. in the Menominee County DHS Office Board Room. Board Member Mary Bradley is sponsoring her annual Employee Appreciation Breakfast at 8:00 a.m., just prior to the October meeting.

**ADJOURNMENT:** Motion to adjourn made by Mary Bradley and supported by Mike Kaufman. Motion passed without opposition. Meeting adjourned at 9:50 a.m.



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



**Michael Kaufman**  
**Chairperson**

Pc: DHS Board Members  
DHS Northern Area Office  
Menominee County BOC  
Menominee DHS Office File  
Bernie Lang, Menominee County BOC Liaison

