

**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:** December 30, 2008

The regular meeting of the Menominee County Department of Human Services Board was called to order by Board Chair, Michael Kaufman, 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 Chairman; Peggy Bastien, Board Member; Mary Bradley, Board Member; and Russell Sexton, Board Secretary.

**APPROVAL OF AGENDA:**

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

**APPROVAL OF November 25, 2008 MINUTES:**

Minutes of the November 25, 2008 Board Meeting were reviewed. A motion to accept the minutes was made by Peggy Bastien and seconded by Mary Bradley. Motion passed without opposition.

**FINANCIAL REPORT:**

The financial report for November 2008 was reviewed. There was \$200.00 in expenditures for DHS Board attendance, leaving a balance of \$8,650.00. The Child Care Fund was funded at \$7,100.00 this fiscal year. There were no expenditures from the Child Care fund in October, leaving a balance of \$7,100.00. It was noted that the totals had not been updated at the bottom of the report; although the balance was correct (the situation was rectified after the meeting). A motion to accept the financial report with the changes noted was made by Peggy Bastien and seconded by Mary Bradley. Motion passed without opposition.

**DIRECTOR'S REPORT:**

**Staffing Information:** The new child welfare position is being filled – the new hire has been identified and we are awaiting authorization from Lansing to hire. Menominee County will be losing one ES worker at the end of the month, with that vacancy being

replaced by a Delta County ES worker who wants to transfer to Menominee County. Once those changes take place, Menominee County will be fully staffed per the current Staffing Allocation.

**MCSSA Information:** Handouts from the various MCSSA meetings were distributed, as well as the Agenda for the next MCSSA meeting and the draft minutes of the last MCSSA meeting. The next District One meeting will be in Escanaba on January 28, 2009.

**Northern Area/Statewide Director's Meeting Information:** There were no meetings this month.

**Collaborative Issues:** Mary Bradley provided an update on changes related to the collaborative, including that there is a new president of the collaborative. Mr. Sexton reported on activities related to the Poverty Reduction Initiative and how he feels that initiative should tie into the local collaborative.

**Business Plan Update:** The year end update is completed and is available for review upon request.

**Miscellaneous:** Nothing to report.

**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 Mary Bradley and supported by Peggy Bastien. Motion passed without opposition.

Ms. Bastien had to leave the meetings at this point due to illness. Mr. Sexton took over the meeting so that Mr. Kaufman and Ms. Bradley were both free to make motions and approvals.

#### **BOARD BUSINESS:**

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

**NEW BUSINESS:** Contracts presented for review:

LIHEAP-08-21018: Low Income Housing Energy Assistance Program. Contractor – Menominee/Delta/Schoolcraft CAHRA. This is a contract amendment that corrected spending flexibility language in the contract under Section II.E.3.

Contract action approval – Motion made by Mary Bradley and supported by Michael Kaufman.

**PUBLIC COMMENT:** None

**NEXT MEETING:** January 27, 2009 at 9:00 a.m. in the Menominee County DHS Office Board Room.

**ADJOURNMENT:** Motion to adjourn made by Mary Bradley and supported by Michael Kaufman. Motion passed without opposition. Meeting adjourned at 9:30 AM.



**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