DEPARTMENT OF HEALTH AND HUMAN SERVICES
SOCIAL SERVICES BOARD MEETING
WASHTENAW COUNTY
June 12, 2019

Board: Patricia Piechowski-Whitney, Javon Jason, and Ruth Kraut
Absent: None
Staff: Renee Adorjan, Director; Adelia Clark, Services Program Manager; Titicia Rosen, General Services Program Manager; Alice Seipelt, CRC/Contract Coordinator

1. CALL TO ORDER/APPROVAL OF AGENDA
   Patricia Piechowski-Whitney called the meeting to order at 1:07 PM. A motion was made by Ruth Kraut to approve the June 12, 2019 agenda. Motion supported by Javon Jason. Motion carried.

2. PUBLIC COMMENTS
   No public comments.

3. APPROVAL OF MAY 8, 2019 MEETING MINUTES
   The Board reviewed the minutes from May 8, 2019. A motion was made by Ruth Kraut to approve the May 8, 2019 meeting minutes, amended to note Javon Jason’s absence. It was requested to add an additional line under the Board members present to list any Board members absent. Motion to approve the amended minutes was supported by Patricia Piechowski-Whitney. Motion carried.

4. FINANCIAL REPORTS
   A. Social Welfare Fund
      The Volunteer Services/County Projects May 2019 monthly expenditures were $655.59, leaving a balance of $31,324.40. The Board Account May 2019 monthly expenditures were $55.32, leaving a balance of $15,103.45. No Board Reserve Account monthly expenditures were recorded for May 2019, leaving a balance of $3,983.71. Ruth Kraut asked it to be noted that she still has not received travel expense reimbursement from March.

   B. Child Care Fund
      Child Care Fund accounts are tracking well. DHHS noted that this is in part due to the lower number of youths in foster care. Staff are better able to find appropriate placements and limit the use of residential care. In planning for FY 19/20, the state is looking to shift money from CPS into Prevention, with the idea that money can be saved by assisting families with barriers prior to CPS involvement. DHHS is exploring the idea of a financial incentive for licensed foster parents to hold and open bed(s) for emergency placements in lieu of using a shelter or residential care. Locally, we are working with out foster parents to see if we can have a list of them we can turn to when we have a need.

5. UPDATES/COMMUNICATIONS
   A. Director/Management Update
      Director Update
         o The Assistance Payments unit completed a FAME (Food Assistance Management Evaluation) audit the week of May 20th. A corrective action plan is being developed
to address the deficiencies cited in the audit, such as how to address confidentiality and privacy concerns in the lobby, improving customer access to expedited benefits.

Data Reports
- Assistance Programs and Services data was shared and reviewed. 
  Services Statistics - Adelia Clark shared the report and noted the number of children in care has decreased to 119. Per historical trends, the number of referrals and investigations typically increased in April and May. Combined with the automated referral process in addition to the phone lines, the month of May saw a significant increase in the number of assigned investigations (214) and confirmed cases (36).

  Assistance Payments Statistics - Titicia Rosen noted that the number of new registrations had increased by more than 200 requests for the month of April and maintained that level for May as well. Across the board, SOP increased for all programs with the exception of Medicaid. Medicaid SOP decreased from 97.68% to 96.85%, which is still above SOM standards. Ruth Kraut sought clarification on what “counts” in the SOP determination. It was clarified that the SOP figure is calculated by application dispositions according to the mandated processing dates, (i.e. 45 for cash assistance). It was further noted and clarified that yes, there is a Standard of Promptness policy for case changes (BAM 220 pp6-10); however, that data is not captured or reflected in the MH reports.

Staffing Updates
- Locally, vacancies are being filled and new staff members are being trained. There are multiple job openings currently, including both CPS and FC. Eight (8) new staff have started working since January and are in various stages of training.
- Three (3) Assistance Payments staff members on “loan” to UCL counties with a backlog of work have been released back to Washtenaw County.
- There is a possibility of enhancing the Pathways to Potential (P2P) program to additional schools within the Ypsilanti Community Schools system. The options of a donated funds position and/or seeking additional P2P allocations were previously explored unsuccessfully. The enhancement would require our existing P2P staff to be at more than one school, but the caseload would be adjusted to reflect this and not result in a higher than usual caseload.
- BSC Director Doug Williams will not be retiring June 28, 2019 as previously reported.

Policy Updates
- No notable policy updates were released in the last month.

Community Involvement Updates
- In the past month, Renee Adorjan and Adelia Clark had the opportunity to participate in a round table discussion with the juvenile court staff to discuss peacemaking and case conferencing strategies and techniques.
- Renee Adorjan, Adelia Clark, and other key partners have also provided internal staff training regarding relative placements, and the training was offered to all the local child welfare partners as well.
- Washtenaw DHHS provided a letter of support for the Washtenaw County Office of Community and Economic Development’s (OCED) grant applications. OCED is
applying for grant funding specifically to address the living conditions and disparity in racial, social, economic, and housing equality in Sycamore Meadows.
  o The 2019 Family Reunification Picnic is scheduled to be held June 21st. This year, 22 families were invited to participate.

B. Board Member Items
  o Provided in the meeting materials was a Michigan County Social Services Association (MCSSA) email calling for committee participation from all members.
  o Shaun-tee Chambell, representing the BYCTW (Bring Your Child to Work) committee, requested $500.00 in Meijer gift cards from the board to assist in providing breakfast, lunch, snacks, and water for the participants. Motion was made to approve the $500.00 Meijer gift card request by Javon Jason and seconded by Ruth Kraut. Motion approved.
    • Clarification was sought and provided to include the $6.00 shipping and handling fee; therefore, the total amount approved is $506.00.

6. NEXT MEETING
   August 14, 2019 at 1:00 PM

7. ADJOURNMENT
   A motion was made by Ruth Kraut to adjourn the meeting. The meeting was adjourned at 2:30 PM.

   Renee Adorjan, Director