DEPARTMENT OF HEALTH AND HUMAN SERVICES
SOCIAL SERVICES BOARD MEETING
WASHTENAW COUNTY
August 14, 2019

Board: Patricia Piechowski-Whitney; Javon Jason
Absent: Ruth Kraut
Staff: Renee Adorjan, Director; Titia 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 1:14 PM. A motion was made by Javon Jason to approve the August 14, 2019 agenda, with the addition of Board Member Recruitment under Board Member Items. Motion supported by Patricia Piechowski-Whitney. Motion carried.

2. PUBLIC COMMENTS
   No public comments.

3. APPROVAL OF MAY 8, 2019 MEETING MINUTES
   The Board reviewed the minutes from June 12, 2019. A motion was made by Javon Jason to approve the June 12, 2019 meeting minutes. Motion supported by Patricia Piechowski-Whitney. Motion carried.

4. FINANCIAL REPORTS
   A. Social Welfare Fund
      The Volunteer Services/County Projects July 2019 monthly expenditures were $7298.60, leaving a balance of $23,834.92. The Board Account July 2019 monthly expenditures were $83.38, leaving a balance of $14,467.83. No Board Reserve Account monthly expenditures were recorded for July 2019. Follow up provided by Lisa Temple indicated that Ruth Kraut’s travel reimbursement from March was approved and processed.

      It was noted that there has been a change to the CAN conference registration procedures, and DHHS will be asking the Board for registration fees next month. A motion was made by Javon Jason to support all costs incurred (registration, lodging, and travel) by Patricia Piechowski-Whitney to attend the MCSSA Conference in Traverse City on September 16-18. Motion supported by Patricia Piechowski-Whitney. Motion carried.

   B. Child Care Fund
      Child Care Fund accounts are tracking well. DHHS noted that staff continue to work with the Washtenaw County Court staff on the 2020 budget. While no additional funds are expected, it was clarified that funds can be moved/adjusted between line items.
5. **UPDATES/COMMUNICATIONS**
   
   **A. Director/Management Update**
   
   **Director Update**
   
   - The new CSA director asked for staff input on redundant policy items, which resulted in 4 policy updates in July. A CSA leadership meeting was held on 7/23/19 to discuss current CSA priorities.
   
   - Teresa Marshall, a Program Manager from Oakland County, worked with Services managers and staff providing technical support in critical areas from the end of June until August 9th.
   
   - On the Assistance Payments side, there is still no word on the status of the Universal Case Load project.
   
   **Data Reports**
   
   - Assistance Programs and Services data was shared and reviewed.
   
   **Services Statistics** – Program statistics were not available at the time of the meeting; however, Renee Adorjan noted that 22 children came into care in the month of July.
   
   **Assistance Payments Statistics** – Titicia Rosen noted that the Standard of Promptness (SOP) for all applications received in Washtenaw County in July was 97.12%! Kudos to the staff for their hard work. It was noted that the number of Child Development and Care applications was incorrect. The number of State Emergency Relief applications was correct. The numbers are significantly lower than previous years due to the change in policy effective 10/1/18.
   
   **Staffing Updates**
   
   - Child Welfare is almost fully staffed – a pending transfer in September will fully staff the CPS unit. Foster Care is currently fully staffed; however, one staff will be leaving September 6.
   
   - Administrative Support staff has one vacancy.
   
   - Assistance Payments has openings, as there were two retirements and a transfer within the past 2 months. Titicia Rosen noted that she is working to fill one vacancy.
   
   **Policy Updates**
   
   - The 4 policy updates mentioned in the Director’s Update were reviewed (CPS protocols) and are available to send via email for anyone who would like to dive deeper into the details.
   
   - A brief discussion was held regarding the HMP Premiums beginning 1/1/2020, otherwise referred to as Medicaid Work Requirements. While the policy is not yet fully developed or implemented, we have learned that all students will be exempted from the work requirements, as well as those individuals with a disability, and other various allowable deferrals. It is estimated to impact approximately 6,000 Washtenaw County residents.
   
   **Community Involvement Updates**
   
   - Monday, 8/5/19 was Bring Your Child to Work Day in Washtenaw County. The children were entertained by a clown, face painters, and the Ann Arbor Hands On Museum.
o Friday, 6/21/19 was the Family Reunification Picnic.
o Two BSW students from Eastern Michigan University will start internships in Child Welfare this fall. Our goal is to expand the internship program to include more applicants and more program areas.
o Alice Seipelt discussed the tentative plans to utilize remaining Volunteer Services funds to purchase Butterball turkey vouchers for Thanksgiving and asked the Board if they would consider contributing or matching funds to include more customers. Patricia Piechowski-Whitney and Javon Jason both voiced support and will look forward to a request/proposal in a future meeting.
o Javon Jason encouraged staff to be inclusive of more/additional holidays and to incorporate cultural diversity.

B. Board Member Items
   o Materials from the MCSSA conference were reviewed and completed – booking and registration, as well as delegate designation.
   o Board Member recruitment was discussed, as Patricia Piechowski-Whitney’s term is due to expire. Patricia and Renee agreed to further discuss board member recruitment if Patricia decides not to continue to serve in her position on the Board.

6. NEXT MEETING
   September 11, 2019 at 1:00 PM

7. ADJOURNMENT
   A motion was made by Javon Jason to adjourn the meeting. The meeting was adjourned at 2:50 PM.

   [Signature]

   Renee Adorjan, Director