

**DEPARTMENT OF HEALTH AND HUMAN SERVICES
SOCIAL SERVICES BOARD MEETING
WASHTENAW COUNTY
OCTOBER 10, 2023**

Board Members Present: Javon Jason, Ruth Kraut, Faith Redwine-Otieno

Staff Present: Renee Adorjan, Director; Trisha Lerette, CW Program Manager; Titicia Rosen, AP Program Manager; Alice Seipelt, CRC/Contract Coordinator

1. CALL TO ORDER/APPROVAL OF AGENDA

Ruth Kraut called the meeting to order at 1:04 pm. A motion was made by Faith Redwine-Otieno to approve the October 10, 2023, agenda. Motion supported by Ruth Kraut. Motion carried.

2. PUBLIC COMMENTS

Meredith Buhalis from the Washtenaw Health Plan inquired about lobby staffing changes and the lack of case information being provided through the lobby information desk. Ms. Rosen indicated she would speak with the appropriate manager and respond to Ms. Buhalis directly.

3. APPROVAL OF SEPTEMBER 12, 2023 MEETING MINUTES

The Board reviewed the minutes from September 12, 2023. A motion was made by Ruth Kraut to approve the meeting minutes, supported by Javon Jason. Motion carried.

4. SSB FUNDING REQUEST

The Board received a funding request from Alice Seipelt, Community Resource Coordinator, to assist with hosting a MDHHS Contractor Meeting/Resource Fair. The event, Bridging the Gaps, will be held Monday, October 30, 2023 at the Ypsilanti District Library. A motion was made by Ruth Kraut to provide up to \$400 in support of the event. Motion supported by Faith Redwine-Otieno. Motion carried.

5. FINANCIAL REPORTS

A. Social Welfare Fund

As of October 6, 2023, \$3,591.00 of expenditures were paid from the Volunteer Services account leaving a remaining balance of \$16,708.05. Expenditures totaling \$50.00 were paid from the Board account, leaving a remaining balance of \$15,386.00. No expenditures were paid from the Board Reserve account and the balance remains \$11,430.26.

B. Child Care Fund

Updated CCF expenditures were reviewed, all funds are tracking within the proposed allocations.

5. UPDATES/COMMUNICATIONS

A. Director/Management Update

Director Update

- Director Adorjan shared that the office redesign and downsizing efforts are continuing. We are awaiting a construction cost analysis from MDHHS facilities staff, but in the meantime have received updated copiers and fax machines. We are expecting a new supply of tables for the multi-use rooms. We are starting to increase the number of in person meetings and trainings for staff.

- Assistance Payments staff are working mandatory overtime to complete Medicaid redeterminations. Optional overtime hours are available for staff who choose to work additional overtime.

Data Reports

- Assistance Payments Statistics – Statistics were reviewed, and it was noted that the percentage of completed Medicaid redeterminations has risen for 4 consecutive months. Staff continue to meet and exceed the 95% timely processing goal for applications.
- Children's Services Statistics – Statistics were reviewed, and it was again noted that statistics are going up. Mrs. Adorjan noted that the change in funding for unlicensed relative care providers has had a positive impact on relative placements.

Staffing Updates

- Several vacancies have been filled. Two Child Welfare supervisors are now on board, and Mrs. Lerette is no longer in a dual supervisor role. Two Assistance Payments supervisor positions have been filled, as well as the GOA Lead Worker position.
- Currently, there are vacancies for staff across all program areas, including the PHE supervisor position. Applicants are encouraged to apply for open positions via NeoGov, and Board members are welcomed to connect with Mrs. Rosen or Mrs. Adorjan if they have a recommendation.
- The challenges of recruiting and hiring in the current environment were discussed, and there appears to be similar challenges facing private, public, and non-profit employers.

Policy Updates

- Mrs. Rosen shared an overview of AP policy changes related to the start of the new fiscal year, including COLA adjustments and new income levels for various programs. FAP work requirements will be restarting beginning the month following a redetermination.

Community Involvement Updates

- Board Members were invited to attend the Contractor/Resource Fair on October 30th. The morning session will include MDHHS staff and representatives from all the programs and agencies we contract with to provide services, and the afternoon session will feature a variety of community partner resources for customers. Toys for Tots will be onsite to accept applications for Christmas.
- The Holiday Assistance Program opened the application process for families working with Prevention and CPS caseworkers, as well as families receiving FIP and disabled seniors. The application will remain open until donors are exhausted.

B. Board Member Items

- The Board discussed the MCSSA conference material that Mrs. Rosen provided on Sept 14. Mrs. Rosen provided additional updates and thanked the Board for their support.

7. NEXT MEETING

November 14, 2023,

1:00 pm

via Microsoft Teams

8. **ADJOURNMENT**

The meeting was adjourned at 2:19 pm.



Renee Adorjan, Director