

SEND COPIES OF MINUTES TO THE FOLLOWING:

1. Duane Beard
2. Frank Leone
- 3.

## Proceedings of the Marquette County Board of Social Services

The Marquette County Board of Social Services met on Wednesday, December 20, 1978 at 7:00 p.m. in room 175 at the Department of Social Services.

Members Present: James L. Dompierre, Chairperson

Marigene Richardson, Vice Chairperson

Staff Present: David A. Berns, Secretary to the Board

Excused Absence: Betty Howe, Member of the Board.

Guests: Jack Noble, Patient Accounts Manager, Marquette General Hospital  
Jim Richards, Assistant Administrator, Marquette General Hospital  
Cynthia Whelan, Assistant Administrator, Marquette General Hospital.  
Donald Ballentine, Program Director, Catholic Social Services.  
Lloyd Sidwell, Executive Director, Child & Family Services

I. The meeting was called to order by the Chairperson. The minutes of the November 13, 1978 meeting were reviewed and approved as submitted.

II. The Board, in an attempt to review the rules governing the County Hospitalization Program, invited the Administrative Staff from Marquette General Hospital to attend this meeting. Jack Noble, Patient Accounts Manager indicated that the hospital was concerned about the \$43,000 which the Department owed to them. Mr. Noble stated that he had frequent contacts with departmental staff in an attempt to collect these funds.

Jim Richards, Assistant Administrator for the hospital, stated that their rates were higher than some other hospitals because they have more services. Since they are a private corporation, their only source of money is from the patient. They do have a Hill-Burton obligation which will expire in 1985. They meet and exceed this obligation each year. It is the hospital's policy to seek county funds before they resort to Hill-Burton.

Mr. Richards stated that about 60% of their county hospitalization patients are treated for alcoholism. The average length of stay is 7 days for detoxification and 21 days for treatment. This totals to an average stay of 28 days for this type of care. The most costly part is the detoxification period.

Mr. Richards indicated that this was an acute care program provided under the supervision of a physician. It is their philosophy that alcoholism is a disease and that the patients in this program require hospitalization. He stated that if similar treatment services were available in a residential setting, the hospital could possibly find this to be acceptable.

Responding to specific questions listed in a letter to Robert Neldberg, Hospital Administrator, Mr. Richards stated that payment authorization should not be limited to 5 or 6 days. Detoxification takes an average of 7 days and other treatment 21 additional days. The hospital would be agreeable to limiting such hospitalization to 28 days.

Cynthia Whelen, Assistant Administrator, expressed concern with attempting to have a greater percentage of the patients certified for Medicaid. She indicated that most of these patients do not have a secondary diagnosis which would make them eligible. Mr. Richards said the hospital would be happy to work with the department in an attempt to determine if additional patients are eligible for Medicaid. He suggested that Ms. Whelen could arrange a meeting between our medicaid experts and the physicians working in the alcoholism unit.

The letter to Mr. Neldberg asked if the county should eliminate payments for those persons who are regularly employed. Mr. Richards stated that most of these patients are at a stage where their disease has affected their ability to make a living. Most of them are not regularly employed.

The hospital flatly refused to grant a special rate to the county for this program. They will not even grant a special rate to Blue Cross. As a result, the alcoholism unit is not certified by Blue Cross. Mr. Richards indicated that patients often leave the alcoholism treatment when they learn that their insurance will not pay.

Mr. Richards stated that they have a staffing grant from the Office of Substance Abuse Service but none of these funds can be used to pay the patient's hospital bills. He went on to say that every person in the alcoholism treatment program was admitted by a physician. Therefore, they must need hospitalization.

Proper utilization of the hospital is reviewed by the Upper Peninsula Quality Assurance Association. The Executive Director is Brad Cosy. Mr. Richards indicated that the Board could contact Mr. Cosy regarding the need for the substance abuse patients to be hospitalized. Mr. Richards denied that patients were unnecessarily placed in the hospital simply because adequate residential treatment facilities are not available. He stated that the Hospital Utilization Review Committee would prevent such a thing from ever happening.

Mr. Richards expressed support for the idea of assigning a D.S.S. worker to collecting funds from clients as stipulated in the reimbursement agreement. He stated that the hospital would be willing to review the reimbursement agreement with the patient at the time of discharge. He also recommended that a payment schedule be negotiated with the patients before they left the hospital.

Mr. Richards suggested that we arrange monthly or quarterly meetings with DSS and hospital staff to resolve common issues. These should be arranged through Ms. Whelen. The first one could be held in January.

The Board requested Mr. Richards to provide a written response to each of the questions to make certain that their hospital's views were fully understood. Mr. Richards agreed to do this.

III. Don Ballentine, Program Director for Catholic Social Services attended the meeting at the request of the Board. Mr. Ballentine explained the current status of their substance abuse treatment program which is funded by the Department of Social Services. He explained that 80% of the people in trouble with the law are also involved with substance abuse. Many problems in schools are also substance abuse related.

Mr. Ballentine feels the results of their program have been good. An in-depth study has not been done because the program is too new. About 90% of their substance abuse program deals with alcohol problems.

On a motion by Marigene Richardson, supported by James Dompierre, the Board recommended approval of the renewal contract. Comments from the Marquette County Department of Public Health are to be attached to the recommendation sent to the Central Office.

IV. Lloyd Sidwell, Executive Director of Child & Family Services attended the meeting at the request of the Board. Mr. Sidwell explained the present status of the Parent Aide Program. He indicated that the project now has 19 trained volunteers in Marquette. They average about 11 active cases per month. The Aides work with protective services families where the child does not need to be removed.

A recent review conducted by departmental staff recommended refunding of the project.

In a motion by Marigene Richardson, supported by James Dompierre, the Board recommended approval of the renewal contract. The review conducted by the departmental staff and a report prepared by Child and Family Services are to be attached to the recommendation sent to the Central Office.

V. The Board reviewed three contracts submitted by the Michigan Employment Security Commission under the Work Incentive Program for the establishment of three Public Service Employment positions. The positions would last until September 30, 1979 and would be funded 100% by the WIN Program.

On a motion by Marigene Richardson, supported by James Dompierre, the Board approved the establishment of these positions.

VI. On a motion by Marigene Richardson, supported by James Dompierre, the Board tabled the discussion regarding the General Intake Procedures.

VII. The Board reviewed without comment several reports including:

- a. Work Project Report, Nov. 1978
- b. Assistance Payments Statistics
- c. Personnel Utilization Plan final report.
- d. Cooperative Reimbursement Report
- e. Fraud Report.

VIII. The next meeting will be held at 4:30 P.M. on Monday, January 8, 1979 in Room 175 at the Marquette County Department of Social Services.

IX. The meeting was adjourned at 9:15 P.M.

Respectfully submitted,

*David A. Berns*  
\_\_\_\_\_  
David A. Berns, Secretary

*James T. Dompierre* \_\_\_\_\_ Chairperson

*Marigene Richardson* \_\_\_\_\_ Vice-Chairperson

\_\_\_\_\_ Member

Proceedings of the Marquette County Board of Social Services

The Marquette County Board of Social Services met on Monday, November 13, 1978 at 7:00 P.M. in the conference room of the Department of Social Services.

Present: James L. Dompierre, Chairperson

Marigene Richardson, Vice-Chairperson

Betty Howe, Member of the Board

Donald Potvin, Intergovernmental Relations Committee, Marquette  
County Board of Commissioners

David A. Berns, Secretary

I. The meeting was called to order by the Chairperson. The first order of business was the election of officers. On a nomination by Betty Howe, supported by Marigene Richardson, the board elected James Dompierre to serve another term as Chairperson.

II. On a nomination by Betty Howe, supported by James Dompierre, the Board elected Marigene Richardson to serve another term as Vice-Chairperson.

III. The minutes of the September 11, 1978 meeting and the October 9, 1978 meeting were reviewed and approved as submitted.

IV. The Board reviewed various reports regarding Child Support Collections, Fraud, Work Project Report and Reimbursable General Assistance. Donald Potvin suggested that the Work Project Report was worthless and that the job placements currently used were a waste of time. The Board of Social Service members were unanimous in their support of the Work Project. Betty Howe relayed her personal contacts with the Project and explained the philosophy and usefulness of the Program. James Dompierre complimented Waino Liuha on his effective management of the Program and expressed his pleasure with the recent improvements in the Work Project Report.

V. The Board was notified of the District X meeting of the Michigan County Social Services Association to be held on December 5, 1978 in Escanaba.

VI. On a motion by Betty Howe, supported by Marigene Richardson, the Board established their meeting schedule for the 1979 calendar year. Meetings will be held on the second Monday of each month at 4:30 P.M. in the conference room of the Department of Social Services. A copy of the schedule is attached to these minutes and will be posted in accordance with the Open Meetings Act of 1976.

VII. The proposed renewal contract for 1979 with Child and Family Services was distributed to the Board. On a motion by Betty Howe, supported by

Marigene Richardson, this matter was tabled until the next meeting. The Secretary was directed to obtain more information from Lansing regarding the contract and the manner in which it was negotiated.

VIII. The Secretary presented the Board of Social Services with a copy of a letter from David A. Berns to Duane Beard, Marquette County Controller. The letter requested a deficit appropriation of \$45,000 to cover commitments from November 1, 1978 through December 31, 1978. The Marquette County Board of Commissioners is expected to act on the request in December.

IX. The county rules and procedures governing County Hospitalization were reviewed at this meeting. The Secretary noted that the bills received for the first ten months of this year amounted to \$92,000. Of this, \$85,000 went directly to hospitals, while only \$7,000 went to doctors or other vendors. Marquette General Hospital has received \$73,000 of these funds of which approximately \$66,000 has gone to the Substance Abuse Rehabilitation Unit. The Secretary indicated that these were estimates based upon material provided by the department's accounting unit.

X. The Secretary indicated that the County Hospitalization Program had been the source of considerable opposition because of the expense involved for the county. The Board of Social Services agreed that the matter required considerable study and evaluation to determine if the costs could be reduced without substantially reducing the necessary services to the community.

XI. The Secretary suggested that there were at least seven possible ways of reducing the costs of the County Hospitalization Program. A copy of these possible alternatives is attached.

XII. Donald Potvin requested the department to study each of the seven suggestions and prepare a report on the advantages or disadvantages of each one. The Secretary indicated that this would be done as soon as possible and that the report would be made available to the Board of Social Services and then to the County Board of Commissioners.

XIII. The Board of Social Services requested a report from departmental staff responsible for the operation of the County Hospitalization Program. The Secretary indicated that he would try to arrange this for the next meeting to be held at 7:00 P.M. on December 11, 1978 in the Social Services conference room.



XIV. The meeting was adjourned at 8:30 P.M.

Respectfully submitted,

*David A. Berns*

David A. Berns, Secretary

*James E. Dampier* Chairperson

*Margaret Richardson* Vice-Chairperson

Member

POSSIBLE WAYS OF REDUCING THE COSTS OF THE COUNTY HOSPITALIZATION PROGRAM

1. Assign a worker to collections. This could possibly be a CETA employee, WIN worker or a case aide.
2. Have the hospital review the reimbursement agreement with the patient at the time of discharge.
3. Reduce the payment authorization for alcoholism to 5 or 6 days rather than the current 30 days.
4. Eliminate county hospitalization for those people who are regularly employed.
5. Obtain a special rate from the hospitals.
6. Work more closely with physicians in order to have a greater percentage of the patients certified for medicaid.
7. Initiate discussions with Public Health and Mental Health to determine if their programs should be funding a greater share of the costs for alcoholism and psychiatric care.

STATE OF MICHIGAN



WILLIAM G. MILLIKEN, Governor

DEPARTMENT OF SOCIAL SERVICES

JOHN T. DEMPSEY, Director  
234 West Baraga Avenue  
Marquette, Michigan 49855  
228-9691

SCHEDULE OF MEETINGS  
MARQUETTE COUNTY  
BOARD OF SOCIAL SERVICES

<u>DATE:</u>	<u>TIME:</u>	<u>PLACE:</u>
January 8, 1979	4:30 P.M.	Conference Room - Marquette Co. Dept. of Social Services
February 12, 1979	4:30 P.M.	Conference Room - Marquette Co. Dept. of Social Services
March 12, 1979	4:30 P.M.	Conference Room - Marquette Co. Dept. of Social Services
April 9, 1979	4:30 P.M.	Conference Room - Marquette Co. Dept. of Social Services
May 14, 1979	4:30 P.M.	Conference Room - Marquette Co. Dept. of Social Services
June 11, 1979	4:30 P.M.	Conference Room - Marquette Co. Dept. of Social Services
July 9, 1979	4:30 P.M.	Conference Room - Marquette Co. Dept. of Social Services
August 13, 1979	4:30 P.M.	Conference Room - Marquette Co. Dept. of Social Services
September 10, 1979	4:30 P.M.	Conference Room - Marquette Co. Dept. of Social Services
October 8, 1979	4:30 P.M.	Conference Room - Marquette Co. Dept. of Social Services
November 12, 1979	4:30 P.M.	Conference Room - Marquette Co. Dept. of Social Services
December 10, 1979	4:30 P.M.	Conference Room - Marquette Co. Dept. of Social Services



The Marquette County Board of Social Services met on Monday, October 9, 1978, 7:00 P.M., in the conference room of the Department of Social Services.

Present: James L. Dompierre, Chairman  
Marigene Richardson, Vice-Chairman  
Betty Howe, Member of the Board  
Angeline Gingrass, Acting Secretary  
Sally May, Member of the County Board of Commissioners

I. The meeting was called to order by the Chairman. Minutes of the Marquette County Board of Social Services meeting of 9-11-78 were not read. They will be submitted at the next meeting, November 13, 1978.

II. Mrs. Mary Louise Fontaine, former Director of the Department of Social Services, (retired 10-1-78) requested that an estimate be obtained regarding the cost of a folding door to be installed in the large conference room. This would make the room more useable and versatile, add privacy, and would serve as an extra conference room which is often needed. The office manager, Carol Spitz in quired about the cost and received a reply from Lincoln A. Poley, Jr. Architect who explained that he had Bob Splittgerber from Ver Halen Inc., Green Bay, Wisconsin, measure the conference room and submit an estimate. The door he priced is a series 3800 and would have a sound transmission rating equal to that of the ceiling assembly. Cost of the door is about \$1,500.00. A rough estimate of installation cost is from \$1,000.00 to \$1,500.00. The total cost for the door will be in the neighborhood of from \$2,500.00 to \$3,000.00. Betty Howe made a motion to table the item. This was supported by Marigene Richardson.

III. The board was informed of the approval of the new Chocolay Township work project being added to our list of 45 existing work sites for our work and training program, making a total of 46 sites.

IV. The Food Stamp Participation Rate by County for the month of July was reviewed by the board members. James Dompierre raised the question regarding Column B "Update of the Number of People Estimated to be Eligible for Food Stamps". It has been a concern to the department as well as to the board, how Central Office arrives at this figure. Attached is a response from Frank Patterson, A.P. Supervisor, who supervises the Food Stamp Program.

V. Work Project Report for August 1978 and September 1978 were reviewed by the Board. Mr. Dompierre inquired about the report explaining the number of persons assigned to work and training and the percentage of hours completed. This report has been submitted and attached.

VI. The memorandum from David Bailey, Director, Office of Central Registry regarding 1978 Support Program Activity for month of August showed:

Collections \$36,244.42

County Incentive for July \$9,053.83

No comment.

VII. On August 28, 1978, David Savu, Office of Ishpeming City Attorney, sent a list of names showing delinquent ambulance bills owed to the City of Ishpeming. He requested that the list be reviewed and that he be advised as to all individuals who are presently receiving state or federal public assistance based upon indigency. This was done by clearing the names on CIS and marking the list with an asterisk. A copy of the list was not kept. Sally May, Commissioner, asked that a copy of the list be obtained and submitted to the board. Contact was made with Mr. Savu's office on 10-12-78. A copy is being mailed today. The acting director advised the board that according to item 501, Page 1 and 2 of the Medical Assistance Manual, when a provider signs an agreement to accept Medicaid, he agrees to accept the amount paid by the department as payment in full, refraining from seeking payment from the recipient or his representative for a covered service in addition to or as a substitute for payment received from Medical Assistance. Mr. Savu, City Attorney, was informed of this regulation by the department.

VIII. The letter from Anne Ramsey regarding Medicaid Bill HB650 was read and filed.

IX. Newsletter - Michigan Counties Social Services Association. Received by members in the mail.

X. Legislative Report. Noted and filed.

XI. Status Report - Fraud and Repayments

The board was concerned with the number of recipients whose names recur monthly showing no reimbursement. Mr. Dompierre explained that the problem will be discussed with the in-coming director.

XII. Project Identifier Package for Substance Abuse Agencies, Catholic Social Services. Marigene Richardson agreed to review the package for comments. She reported that the package omitted mention of services to inter-agency or out-reach services. All services appeared to center in Marquette City. How will the services coordinate with existing ones such as the Intermediate School Drug Abuse Program. She also expressed concern about the cost. The package has been submitted to Catherine Hassan, Program Manager and Larry Beltrame, Supervisor, for input.

XIII. The Shelter Home Contract was reviewed and signed as approved by James Dompierre, Chairman. Motion to approve by Marigene Richardson and supported by Betty Howe.

XIV. Concerns:

The acting director expressed concern in having covered two demanding positions in the past year and half with no compensation. Two letters were written to Dr. Dempsey, State Director of Social Services, on 7-19-78 and 9-7-78 requesting compensation, but a reply has not been received. The board members supported my request for compensation and indicated that a letter would be sent to Dr. Dempsey. (Attached)

Announcement of the new county director of Social Services will be made at a special staff meeting in the large conference room at 9:00 A.M. <sup>10/10/78</sup> by the county board.

Respectfully submitted,

Angelina Gingrass  
Angelina Gingrass, Acting Secretary

James L. Dompierre Chairman

Marigene Richardson Vice-Chairman

Betty J. Howe Member

The Marquette County Board of Social Services met on Monday, September 11, 1978 in the conference room of the Social Services Department, Marquette.

PRESENT: James L. Dompierre, Chairman

Marigene Richardson, Vice Chairman

Betty Howe, Board Member

Ruby Cheatham, Intergovernmental Relations Committee, Marquette County Board of Commissioners.

ABSENT: Mary Lou Fontaine, Director

The meeting was called to order by the Chairman at 7:15 p.m.

I. On motion of Mrs. Howe, seconded by Mrs. Richardson, the minutes of the August 14, 1978 Board of Social Services meeting were accepted as submitted. The fiscal and statistical reports for month ending August 31, 1978 were noted and filed. It was noted that the Work Project Report seemed to be continuing at approximately the same level with the staff person assuming responsibility for the program.

II. The resumes of candidates for the SSM-14 position were distributed to the Board Members. It was decided to study the resumes independently before interviewing of candidates.

III. The interview format provided by Mr. Miketinac and the Affirmative Action materials sent by Central Office were reviewed. There was considerable discussion and an interviewing guideline was prepared. It was also determined that the interview would be limited to  $\frac{1}{2}$  hour each. Mrs. Howe volunteered to prepare copies of the interview guidelines for Board Members to use during the interview.

IV. The schedule of interview was examined. A few changes were recommended to accommodate candidates and to consolidate the schedule. All candidates will be notified of the revised schedule. Mr. Miketinac of the Area Office will participate in the interviewing process.

Respectfully submitted,

*Marigene Richardson*

Marigene Richardson  
Acting Secretary

*James L. Dampier* Chairman

*Marigene Richardson* Board Member

*Betty L. Howell* Board Member

Interview guideline attached



Section I Experience & Education:

- A. Appropriate degrees--business admin., social work \_\_\_\_\_
- B. Experience in different DSS programs--ADC, Food Stamps, etc. \_\_\_\_\_
- C. Supervisory experience:  
    Programs supervised \_\_\_\_\_  
  
    Number of persons supervised \_\_\_\_\_
- D. Administrative experience:  
    Planning, training, etc. \_\_\_\_\_

Section II: Public Relations:

What do you see as the role of the county director in the following situations?

- A. As co-ordinator of all services to low income? \_\_\_\_\_
- B. Necessary involvement in community affairs? \_\_\_\_\_
- C. With elected County Board of Commissioners? \_\_\_\_\_
- D. Describe some of the methods you would use to conduct an effective public relations campaign? \_\_\_\_\_
- D. Other \_\_\_\_\_

Section III: Role of the County Dept. of Social Services Board:

- A. What do you see as the boards function in the county of social services department? \_\_\_\_\_
- B. How involved do you feel board members should be in individual cases? \_\_\_\_\_

C. What is the Board function with Area Office?

D. What is the Board function with State Office?

Section IV: General Comments:

A. Why do you want this position in this county?

B. What do you feel are some of the more important functions of a county director?

C. What do you feel are the special, positive skills you can offer this job?

D. What are the negatives you will need to overcome should you be hired?

E. If accepted, how soon would you be available to accept position?

F. Do you have any questions?

AFTER INTERVIEW IS CONCLUDED:

Interviewer's comments:

What is his/her attitude about themselves?

How did he/she conduct themselves during interview?

JK  
Marquette County Board of Social Services

Regular Meeting: Monday, 7-10-78

7:00 P.M. Large Conference Room,

Marquette County Department of Social Services

AGENDA

- I. Minutes of June 12, 1978 Board of Social Services meeting; fiscal and statistical reports for month ending June 30, 1978.
- II. Status Report: Fraud Referrals and Support Collections
- III. Report on Ad hoc E.A. Committee Meeting 6-16-78 - Marigene Richardson, Waino Liuha.
- IV. Report on APWA Mid-States Conference - Waino Liuha
- V. 1979 Final Budget Review: Marquette County DSS 7-12-78 - 3:15 P.M.  
Department Hearing Checklist/Worksheet  
Board position, policy statement, general consensus
- VI. Report on Policy Makers' Conference
- VII. Report: Social Services Board Member Training June 20th - 21st - Board of Social Services Members  
DSS Evaluation - Procedure
- VIII. Marquette County's Community Development Block Application
- IX. Finalized FY 1979 Donated Funds Contracts
- X. Communications
- XI. Meeting dates: 8-14-78 Marquette County Board of Social Services, 7:00 P.M.  
August 28th, 29th and 30th M.C.S.S.A. Mackinac Island

The Marquette County Board of Social Services met for the regular monthly meeting on Monday, June 12, 1978, at 7:00 P.M. in the large conference room, Marquette County Department of Social Services, 234 W. Baraga Avenue, Marquette.

Present: James L. Dompierre, Chairman

Marigene Richardson, Vice-Chairman

Betty L. Howe, Board Member

Ruby Cheatham, Marquette County Commissioners, Intergovernmental Relations Committee

Richard Powell, Support Specialist Supervisor, Guest

I. Mr. Richard Powell, Support Specialist Field Supervisor, presented a comprehensive analysis of the local Cooperative Reimbursement Program particularly as it pertains to support collections activity and the responsibilities of the Friend of the Court. Mr. Powell suggested that the concerns of the Board of Commissioners and the Social Services Board regarding the low collection percentages over the years might possibly be resolved by having the P.A. take over the support collections program. This was the measure taken in Dickinson County to improve the rate of collections. Mr. Powell pointed-out that Michigan is the only state with a Friend of the Court system. The Circuit Court Judge recommends and the Governor makes the appointment of these officials, and the Circuit Judge supervises performance. The current federal/state subsidy to the County under the Cooperative Reimbursement Program is \$67,214.00, compared to the 1977 contract of \$58,094.00. The contract amount includes the supplement to the office of the Friend of the Court for the support program (\$13,000) and provides for the time of one and a half attorneys and a half time special investigator for investigating alleged cases of fraud, paternity claims, processing U.R.E.S.A. petitions, initiating hearings to show cause etc. Mr. Powell indicated that in the future the field specialists may be involved in negotiating and monitoring the purchase of services under the Cooperative Reimbursement contracts. There has been no control mechanism in the past other than through Dave Bailey, Office of Central Registry. The County Board had invited the Friend of the Court from Eaton County to Marquette to spend a day with Mr. Harold Vanoverloop, Friend of the Court for Marquette County to explain the method used in Eaton County for management of the support program. Mrs. Cheatham, representing the local Board of Commissioners, said that the members are hopeful that Eaton County's example will yield some

positive results locally. (Reference: attachment)

II. The minutes of the June 12, 1978 Board of Social Services meeting were accepted on the motion of Mrs. Richardson, supported by Mrs. Howe. The fiscal and statistical reports for the month ending May 31, 1978 were noted and filed.

III. The 1978 budget allocation report from the Director indicates the need for deficit appropriation of \$132,424 to cover DSS commitments from June 1, 1978 through December 31, 1978. The balance of the Social Welfare Fund as of June 1, 1978 was \$17,476.29. Based on actual receipts and disbursements from January 1, 1978 through May 31, 1978, an estimate of \$169,547.00 in receipts and expenditures of \$301,970.90 for the balance of the year projects a deficit of \$132,423.90 as of June 1, 1978. A formal request for the deficit appropriation was directed to Mr. Duane Beard, County Controller, under date of June 9, 1978. (Copy of letter attached)

A communication from the County Controller dated June 5, 1978 requested information regarding the Department's present and probable future ability to repay the \$61,000 "loan" to cover early ADC payments to the CCI strikers October 11, 1977; the projected need for additional appropriations for calendar year 1978; copies of the specific state and/or federal statutes which mandate the provision of appropriations to the Department of Social Services. The requested information was transmitted by letter to the County Controller under date of June 9, 1978, including copies of Act Number 237, P.A. 1975, which amends sections 3A, 14, 18, 24, 45, 49, and 66 of the Social Welfare Act 280 of the P.A. of 1939. This is the legal mandate "to provide general relief, hospitalization, infirmary and medical care to poor or unfortunate persons ....." Also referred was a copy of the Attorney General's opinion clarifying the limits, responsibilities and duties of the County Social Services Boards, as well as a copy of the County Department of Social Services Accounting Manual Bulletin outlining the reporting procedure necessitated by changes in county liability for G.A. as mandated by Act 237, P.A. 1975. (Reference: copy of letter of 6-9-77 from the County Director to Duane Beard, with enclosures)

IV. The Director reported on the status of the County Department's 1977-78 Annual Plans, and explained the graphs and barograms used as monitoring mechanisms. The 1978-79 Annual Plan procedure was also explained as staff is now in the process of establishing departmental objectives for fiscal year beginning October 1, 1978.

V. Mrs. Richardson reported on the formation of an Adhoc Committee for Emergency Assistance. The first meeting of the committee has been scheduled for June 16, 1978 at 9:00 A.M. in the Department of Social Services conference room.

VI. The impact of the Carpenters' Union strike on intake has been moderate and no great influx is anticipated. Strikers scheduled for Food Stamp appointments through June 14, 1978 totalled 18, plus 9 strike related applications. Mass processing of ADC applications was held on June 6th (23), June 8th (22), and June 13th (20). We will continue to monitor volume at intake, schedule additional mass application if necessary, but it is believed that we have peaked out. NPA Food Stamp Unit will be fully staffed beginning June 26th and will be able to handle the situation through normal scheduling of appointments.

VII. Support collections for April 1978 (latest report month) totalled 28,391.56, and the county incentive payment for March 78 was in the amount of 3,922.34. There were no referrals of alleged fraud during the report month, and three cases remain pending at the Prosecuting Attorney's office.

VIII. The Director reported that the contract for the Substance Abuse Education and Counselling Program with Catholic Social Services was funded as of May 1, 1978. The program coordinator is Susan Feldhausen. The services do not include detoxification or treatment; counselling and education about alcohol and/or other drugs will be offered to adolescents and their families. A follow-up on the program will be scheduled for September 1, 1978.

IX. The new rate schedule received from Bell Memorial Hospital June 8, 1978 was noted and filed. Copies will be made available to the board members per their request.

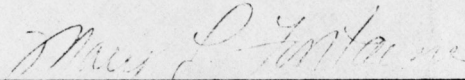
X. Under date of May 23, 1978 a former DSS employee was referred to the Prosecuting Attorney for collection of a balance of \$388 still due on two reimbursement agreements. The referral was made on the recommendation of the Board of Social Services at the May 15, 1978 meeting of the Board. The employee is now working full time for the Lake County DSS in a professional capacity.

XI. Meeting dates: Tuesday, June 13, 1978, District X, M.C.S.S.A.  
7:00 P.M. Marianna Rudolph residence, St. Ignace,  
Kenneth Oettle, M.C.S.S.A. President  
Wednesday, June 14, 1978, District X, M.C.S.S.A.  
8:30 A.M. Business Meeting

Monday, July 10, 1978, Marquette County Board of Social Services, 7:00 P.M. Large Conference Room, Marquette County Department of Social Services - Joseph Racine, Intergovernmental Relations Committee, Marquette County Board of Commissioners

XII. The meeting adjourned at 10:45 P.M. on the motion of Mrs. Howe, seconded by Mrs. Richardson.

Respectfully submitted,



Mary L. Fontaine, Secretary  
Marquette County Board of Social Services

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\_\_\_\_\_  
\_\_\_\_\_

Chairman  
Vice-Chairman  
Board Member

Proceedings of the Marquette County Board of Social Services

The regular meeting of the Marquette County Board of Social Services was held on Wednesday, April 26, 1978, at 7:00 P.M. in the Director's conference room, Marquette County Department of Social Services, 234 W. Baraga Avenue, Marquette, Michigan.

Present: James L. Dompierre, Chairperson  
Marigene Richardson, Vice-Chairperson  
Betty L. Howe, Board Member  
Mary L. Fontaine, Board Secretary  
Rick Stoddard, Director, Marquette County Commission on Aging  
Cliff Arntzen, Director, Non-Profit Action Housing

Absent: Sally May, Chairperson, Marquette County Board of Commissioners

I. The order of the meeting was changed by the chairman to permit Board review of the donated funds contracts with Rick Stoddard and Cliff Arntzen who were present to discuss the 1978-79 donated funds purchase process and the effect of the decrease in county allocated funds on the services they are currently providing. The total amount of 1978-79 funds is anticipated to be \$6.75 million compared to \$7.2 million for the year 1977-78 distribution to counties. The factors used in the distribution formula have been changed in order to assure a balanced social services system across the state equally accessible to all Michigan residents. The influence of past use of donated funds by relatively few counties in the state has been decreased in favor of factors more indicative of services need. The factors to be considered for the 1978-79 distribution of funds are: (a) the county's percent of total state population; (b) the county's percent of state Income Maintenance population; (c) the ratio of the county's Income Maintenance population to its total population. On the basis of these factors the allocation to Marquette County is \$44,273.00. However, for 1978-79, \$70,851.00 will be allocated as a result of phasing in the reductions resulting from the new distribution formula over a three-year period. It is intended that no county's amount of donated funds will be reduced more than one third the difference between the 1977-78 allocation and the 1978-79 distribution. The \$70,851.00 allocation includes both the 75% federal amount and the 25% local donation. Because the Basic Donated Funds Distribution does reduce service delivery to counties which have in the past been able to develop social services programs the State Department of Social Services is requesting the Legislature to provide supplemental funds equal to either (a) the total amount of reductions as the result of the Basic Donated Funds Distribution, or (b) the total amount of these reductions plus



the replacement of the total amount of funds counties lost in 1977-78 as a result of the 1977-78 distribution formula. The County Commission on Aging will ask the Legislature to adopt the second option. Mr. Stoddard is requesting renewal of the agreement to provide services for the elderly which we have been purchasing since 7-1-75. The services are within the framework of the Department's prioritized objectives under the Basic Social Services Program and are provided on a group-eligibility basis to 3958 elderly persons in the county. The services include (1) Information and referral, (2) Counseling, and (3) Health related services. The commission has a chore service component under its present agreement; this service will not be a part of the proposed agreement due to policy changes by the State Department of Social Services. Unfortunately, the need for services for the elderly has increased rather than decreased, and if the funds are reduced again in 1978-79 the Commission will have no choice but to eliminate certain services and possibly close a center.

On the basis of the new allocation the Commission is requesting \$61,624.00 of the fiscal year 1978-79 Title XX, S.S.A., purchase of service funds allocated to Marquette County. Should the Legislature approve supplemental funding, the Commission requests an additional \$32,806.00 for a total contract of \$94,430.00. Five percent of these amounts is retained by the State Department of Social Services for administrative charges. Mr. Stoddard pointed out that the amount of donated funds available in Marquette County has not increased; rather in the last two years the allocation has been reduced. Costs have risen significantly over this period primarily due to inflation. Mr. Arntzen's agency provides services to enable elderly persons, ADC and GA families to obtain and maintain adequate housing. Next year it will be necessary to decrease the units of service from 120 to 65 due to underfunding. Additionally, Alger County Department of Social Services is not renewing their contract with Action Housing as the Director, Philip Langlois, has indicated his interest in funding Big Brothers, a new community program instead. Mr. Arntzen's concern regarding the ability of his agency to continue to provide services centers on the fact that Title XX is the only source of funding for the administrative costs for his program including the Director's salary. His request for \$9,227.00 of the allocated funds is predicated on the possibility that the Legislature will provide supplemental funding to bring the funding level to the amount of his request last year \$20,500.00. After discussion, Mrs.

Richardson moved for approval of the requests of the Marquette County Commission on Aging and Non-Profit Housing for the stated amounts of the county's fiscal year 1978-79 allocation of funds. The motion was seconded by Mrs. Howe and passed unanimously. The Secretary completed form DSS-221 Donated Funds (1978-79) Purchase Plan for the Commission on Aging and Action Housing. The forms were duly signed by the Local Office Director and the Local Services Board Chairperson, James L. Dompierre, and forwarded to the Area # 1 Office for review as to content and consistency with current policy and procedures. The Board reviewed the following Purchase of Service Contracts:

- (a) Renewal of agreements with Child and Family Services for Parent Aides, for period 1/18/78 - 12/31/78 and Catholic Social Services for Individual and Family Counselling for the same period.
- (b) New agreement with Bay de Noc Community College and the U.P. Education Program at Escanaba for Health Care Training for fifty U.P. Department of Social Services staff (Adult Community Service and Placement Workers, Service Supervisors and Administrative Staff) in four basic subjects: (1) cardio vascular system, (2) musculaskeletal system, (3) central nervous system, and (4) drugs.
- (c) United Way Sub-Contracts with Child and Family Services and Catholic Social Services. In view of the commitment by the State Department of Social Services of Local Office Services staff in the monitoring of the quality and quantity of providers' delivery of services, including orientation to eligibility determination and reporting procedures, screening for overlap on Department of Social Services clients, participation in assessment and case reviews, assessing performance in meeting client and department needs, negotiating continuation contracts, reviewing bills prior to forwarding memo to United Way, Mrs. Richardson moved, with support from Mrs. Howe, that approval of the local office be contingent upon the providers submitting such additional reports as may be required by the Local Office in performing their duties.

II. On the motion of Mrs. Richardson, supported by Mrs. Howe, the minutes of the March 28, 1978 Board meeting were accepted as submitted by the Secretary. The statistical and fiscal reports for the report month of March, 1978 were noted and filed.

III. The Director submitted the March, 1978 status report for Alleged Fraud Complaints and Support Collections. Support collections totalled only 20% of the collectable amount. (Report attached)

IV. Consideration of the SWAM Transportation Contract, fiscal year 1978-79, was tabled until the May meeting of the Board when Julia Hadas, DSS Adult Community Placement Worker, Ron Ruppe, Executive Director, SWAM, and Bill Ayotte, SWAM, will be present to explain what alternate means of transportation have been explored.

V. The Director reported on the 20% increase in the maximum shelter rate recently approved for the Section 8 Housing Program. This increase will not substantially relieve the problem of availability of housing at the maximum rental allowed under the program.

VI. The Director reviewed the updated DSS Annex to Marquette County Emergency Preparedness Plan and Crisis Relocation Contingency Plan completed April 1, 1978. The simulation exercise to be conducted May 3rd, 4th, and 5th by the C.P. Battle Creek, will involve Marquette County and DSS counterparts in Alger and Dickinson Counties.

VII. The CETA/PSE status report on WIN placements for the period 6/77 - 4/78 by Robert Roberge, DSS SAU worker. (Report attached)

VIII. The Director explained the functions of the Human Services Network, a state-wide computerized resource file, which will be implemented 8/1/78.

IX. The Director reported on the projected 1979 DSS budget appropriation request. Mr. Donald Potvin, member of the Marquette County Board of Commissioners Finance Committee, predicts a half million dollar deficit in the county budget for 1979 if the current rate of expenditures and available revenue is maintained. Currently, only \$150,000 is available in the general fund for departments exceeding their 1978 appropriation. The County Department of Social Services was allocated only \$60,000.00 of the \$229,597.84 1978 budget request. A loan of \$60,000.00 for early ADC payments was approved during the CCI strike. It will be necessary to request a supplemental appropriation of \$120,000.00 for the balance of the year. As only \$150,000.00 is available to cover all departments deficits, it will be necessary to curtail services and reduce staff. Accordingly, the itinerant food stamp issuance will be terminated as of 5/15/78. The Work and Training Project is also in the process of re-evaluation to determine if the functions of the coordinator can be absorbed by state civil service staff. The Board reviewed and approved the 1979 budget appropriation request in the amount of \$227,375.00.

XI. The Department has requested the State Department of Social Services to provide a cash reserve deposit in the amount of \$60,000.00 for reimbursable

GA and Federal/State Funded Programs (ADC Early Payment, Emergency Assistance). This amount on deposit will eliminate the cash flow problem since the year end balance is no longer retained by the county department.

XII. The reports on the County Directors' meeting of 4/6/78 and Current Communications were tabled because of time constraints.

XIII. Meeting dates: The Secretary was requested to respond to a communication from Sally May, Chairperson, Marquette County Board of Commissioners, confirming James L. Dompierre's membership on the County Board Planning Committee which will meet 5/8/78 at 7:00 P.M. in Room 227, Court House Annex in preparation for a County Policy Conference scheduled for Saturday, 6/3/78. This commitment conflicts with the published date of the May, 1978 Social Services Board regular meeting, which has been changed to: Monday, 5/15/78, 7:00 P.M.

The Board also agreed to meet in closed sessions to analyze the Administrative Review of the County Department recently completed by Area # 1 field staff.

The first meetings are scheduled for: Thursday, 4/27/78, 2:30 P.M.

Friday, 4/28/78, 2:30 P.M.

Director's Conference Room, Marquette County Department of Social Services, 234 W. Baraga Avenue, Marquette, Michigan.

Respectfully submitted,

*Mary L. Fontaine*

Secretary, Marquette County Board of Social Services

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Chairman

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Vice-Chairman

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Board Member

The regular meeting of the Marquette County Social Services Board was held on Tuesday, March 28, 1978, at 7:00 P.M. in the Director's conference room, Marquette County Department of Social Services, 234 W. Baraga Avenue, Marquette. The business meeting was preceded by a closed dinner meeting at the Northwoods at 5:30 P.M. for a discussion of the Director's evaluation by Area Office staff March 20, 1978.

Present: James L. Dompierre, Chairman  
 Marigene Richardson, Vice-Chairman  
 Betty L. Howe, Board Member  
 Mary L. Fontaine, Secretary

Absent: Joseph Racine, Marquette County Board of Commissioners

I. The minutes of the Board meeting were accepted as submitted by the secretary on the motion of Mrs. Richardson, seconded by Mrs. Howe. The fiscal and statistical reports for the month ending February 28, 1978 were noted, analyzed by the Director, and placed on file.

II. The status of support collections and alleged fraud complaints for the report months of January and February, 1978 were reviewed by the Director. The support payments collected by the Friend of the Court in January, 1978 (\$22,863.51) represented 45% of the collectible amount ordered by the court, (\$50,335.53). The incentive payment to the county on the collections amounted to \$3,953.10. Three fraud referrals are still pending at the office of the Prosecuting Attorney. There were no additional referrals for the month of February, 1978. The Department of Social Services Support Specialist, in conjunction with the Prosecuting Attorney, secured five stipulated support orders for a total of \$1,105.00 in monthly support payments.

III. The projection of budget needs for 1979 was tabled for further study and re-working by the department to determine the necessity of submitting a 6 or 7% increase via a supplemental budget request. The current year's receipts and disbursements to date were used as a basis for a possible substantial deficit in the projection of the department's budgetary needs for

1979:	1978 Budget appropriation request		\$229,597.84
	1978 Budget appropriation	\$ 60,000.00	
	Loan for advance	<u>\$ 60,000.00</u>	
	Payments to CCI strikers		\$120,000.00
	1978 Projected deficit		\$109,597.84

04-01-78	Net disbursements projected for 9 months	\$153,000.00
03-28-78	Actual cash balance	<u>\$33,713.77</u>
12-03-78	Actual deficit	\$119,286.23

IV. A request dated March 23, 1978 was received from Marquette General Hospital for retroactive payment of accounts totalling \$5,208.50 for services rendered prior to entering into a contract with the Act 238 Board. The contract has been in force since September 1, 1976 and the hospital administration assures us that there will be no recurrences as an audit has now been completed on all accounts for services rendered prior to that date. After discussion Mrs. Richardson moved, with support from Mrs. Howe, that the accounts for which eligibility has been established by Department of Social Services staff be paid in full. The motion was passed unanimously. The following accounts were referred for payment:

Larry Johnson	Admitted 10-7-75	Discharged 11-5-75	\$2,293.70
Rick Rhoads	Admitted 8-1-75	Discharged 8-8-75	\$ 966.75
Kristine Bourdow	Admitted 8-21-75	Discharged 8-26-75	\$ 487.05
Daniel Hakala	Admitted 3-3-76	Discharged 3-13-76	<u>\$ 961.00</u>
		Total	\$5,208.50

V. The Board requested the secretary to acknowledge a communication received March 23, 1978 from John J. Vielbeg, Director, Bureau of Social Services, regarding United Way Subcontracts, conveying the local department's concern over the continuing expansion of purchase of services and the considerable commitment expected of local staff in monitoring the performance of the provider agencies. Because of the large involvement of local offices, the Board's recommendation regarding the proposed subcontracts for the two area agencies, Catholic Social Services, and Child and Family Services of the U.P., will be delayed until the members have had an opportunity to review the proposals with local services staff, who, according to Vielbeg, will be responsible for:

1. Informing agency staff on eligibility determination procedures and reporting procedures.
2. Assisting agencies to obtain necessary DSS forms.
3. Participating in the assessment reviews and case reviews.
4. Reviewing bills prior to forwarding them to the United Way.
5. Assessing the providers' performance in meeting local office and client needs.

6. Negotiating continuation contracts, should funds become available for next fiscal year.

Provider billings will go to the local office. The local office will forward the billing to: Mr. Daniel A. Hester

United Way of Michigan  
300 North Washington Avenue  
P.O. Box 18219  
Lansing, Michigan 48910

The type of bill received will depend on the reimbursement method specified in the contract. A line item billing will use the DSS-3469, while the unit rate billing will use the DSS-1582 (Rev. 5-77) payment voucher. The bill will have a list of clients served, attached to it. The local office is to check the client list against the DSS-133's received from the agency, to insure that the client is eligible for service. The local office designee will sign the bill and send it to Mr. Hester for payment.

Some of these United Way subcontract agencies have other purchase contracts with the Department. Careful records must be maintained by the agency, showing which clients are served under each contract. Our intent was not to serve the same client under multiple contracts, but to broaden the scope of services and to serve more clients.

The Director read a communication received February 17, 1978 from Clyde Spencer, Director, Bureau of Field Operations, regarding donated fund contracts and the inability of the State Department of Social Services to rewrite or addend contracts to cover increased costs of wages and FICA; also the options available to an agency which failed to budget for the minimum wage or FICA increase.

VI. The following communications were discussed:

1. An inquiry received March 3, 1978 from the Marquette Association for Retarded Citizens regarding purchase of services under Title XX. Mrs. Richardson, who has had contact with Betsy Little, Vista Advocacy representative, pointed out that the Intermediate School District has a complete and dedicated program for the developmentally handicapped. There was discussion as to the necessity of assisting the existing Citizen Advocacy Project with funding to provide developmentally disabled persons with such services as recruiting, screening, training and matching volunteer advocates, coordinating legal services, referrals to services

providers/agencies, counselling parents/guardians in planning for the future etc. The secretary was requested to refer the Association to A. John Vielbeg, Director, Bureau of Social Services, State Department of Social Services regarding the availability of funding under Title XX. It was our understanding that due to federal closed end funding for services the State Department of Social Services was not approving any additional contracts for purchase of services under Title XX.

2. The Secretary was requested to respond to a request received March 9, 1978 from James M. Rettig, Attorney, for legal fees for representing clients who applied for S.S.I. He is being advised that G.A. clients entering into an attorney - client contingency fee agreement are not obligating the Department of Social Services to pay 25% of the accrued Social Security Benefits from the amount received from the Social Security Administration under the reimbursement agreement for general assistance granted during the waiting period.
3. The Board caucused on the site selection for the 1981 M.C.S.S.A. annual conference and agreed on the Detroit Plaza Hotel in the Renaissance Center.

VII. The State Department of Social Services Annual Plan for fiscal year 1977-78 was recently received in final form and copies were made available for the Board members for study and discussion at this meeting. The Director reviewed the Department's ultimate goals in achieving its mission of meeting the financial, social, and health needs of persons whose requirements are beyond their individual abilities to provide. The Department's objectives in realizing these goals were discussed in each of the major planning areas in which the local department developed its own objectives for increasing or maintaining proper payments, achieving or sustaining acceptable standards of promptness and achieving planned outcome of service delivery. Monitoring progress in attaining the local objectives is done on an on-going basis by unit supervisors in conjunction with line staff and quarterly by Cathy Hassan, Program Supervisor, who is responsible for coordinating the county annual plan.

VIII. Meeting dates were confirmed for the District X, M.C.S.S.A., quarterly meeting at the Ramada Inn, April 6th and 7th. It was necessary to change the next regular Social Services Board meeting from Monday, April 10, 1978 to Wednesday, April 19, 1978 at 7:00 P.M., Marquette County Department of Social Services. The secretary's notice of this change will be sent to the office of the County Clerk, the County Controller and his secretary, and Sally May,



County Board of Commissioners, who is scheduled to attend the April Social Services Board meeting.

Respectfully submitted,

Mary L. Fontaine

Mary L. Fontaine, Secretary

\_\_\_\_\_ Chairman

\_\_\_\_\_ Vice-Chairman

\_\_\_\_\_ Social Services Board Member

The Marquette County Board of Social Services met on Monday, February 13, 1978, at 7:00 P.M. in the Director's conference room, Marquette County Department of Social Services, 234 W. Baraga Avenue, Marquette, Michigan.

Present: James L. Dompierre, Chairman  
Marigene Richardson, Vice-Chairman  
Betty L. Howe, Board Member  
Mary L. Fontaine, Secretary  
Donald Potvin, Marquette County Board of Commissioners,  
Intergovernmental Relations Committee

I. The minutes of the Board meeting of January 23, 1978 were accepted on the motion of Mrs. Richardson, seconded by Mr. Dompierre. The statistical reports for the month ending January 31, 1978 were noted and filed. The Director gave an explanation of the G.A. Work and Training Program and the reasons for fluctuation in the participation rate for the benefit of Mr. Potvin who wished to report to the Board of Commissioners on the project. There was discussion regarding the Kent County work project which requires participants to work off the value of their assistance grants by attending either educational and/or job training classes rather than working off their assistance at a job site. Eight to ten percent of the 240 monthly participants in the Kent County program find unsubsidized employment. It is considered an "upgraded" work program, much of its emphasis on promoting "job readiness" through training and education. Kent County's strict enforcement of these work requirements has resulted in a 50% decrease in the average monthly caseload since 1975.

II. The monthly report of the Support Specialist, Lyle Trombly, showed collections of \$20,793.24 of a possible \$51,130.31, or 40% of the support ordered. The Prosecutor and the Department of Social Services obtained four stipulated orders for support in the amount of \$890 in monthly orders. There was discussion about the various unsuccessful efforts which have been made to increase support collection by the Friend of the Court. The status report for alleged fraud complaints indicated that two cases were disposed of by the Prosecutor with three cases still pending. In one of the dispositions the Department of Social Services was reimbursed in full in the amount of \$918, and in the other case the client was ordered to work off the \$93 she received ineligibly. During the report month there were no fraud referrals to the office of the Prosecutor. The monthly report for January, 1978 from J. Garcia, O.I.G. investigator, showed thirteen alleged fraud cases under investigation.

III. The Director reported on the seminars conducted by the Medical Services Division for medical providers on 2-1-78 at the Holiday Inn, and for the area dentists at the Marquette County Department of Social Services on 2-2-78. The Director attended both seminars with Clarence O. Hammer from the area office. Attendance included 34 staff persons sent by the medical providers but there were only eight attending the dental seminar in spite of the promotion efforts by the county department and central office. Both seminars were helpful in focusing on the pitfalls in filing claims and the causes of problems encountered with rejections, claim adjustments, pendings, late payments etc.

IV. A status report of G.A. Work Projects was submitted by the State Department of Social Services based on a compilation of the existing programs submitted in December, 1977 by the 56 counties in the state already operating work projects or training programs. The report showed that 94.4% of the adults receiving G.A. live in counties with such programs, and of the 40,733 adult G.A. recipients, 6,237 are participating in a work project. State Department of Social Services Director John Dempsey has directed the additional 27 counties not reporting work training programs immediately formalize G.A. work requirements. Plans in the works could mean that before the end of the year persons receiving G.A. and unable to find jobs in the private sector will be required to take part in publicly supported work training projects, provided Legislative support and additional staffing come through. By broadening the work requirements the department would incorporate direct job placement, vocational training, basic education and "job clubs" through which G.A. recipients themselves would help each other find employment. Ties between Department of Social Services various manpower agencies, including M.E.S.C. would also be strengthened. The G.A. program serves primarily single adults and childless couples not eligible for state/federal assistance programs. It is estimated that approximately 60% of adult G.A. recipients are employable. The remaining 40% are considered unemployable primarily due to physical or mental handicaps. Each county administered its own G.A. program until 1976 when the state took over responsibility and statewide eligibility requirements were phased in. In the report month of December, 1977 the Marquette County Work and Training Program had 52 established work sites, 65 available job placements, 129 adult G.A. recipients on the caseload, and 34 participants in the work program. The participation rate was the lowest for the year 1977. The highest participation was 197 adults prior to the state taking over responsibility for the G.A. program

in 1976. There was discussion of the federal welfare reform bill and the job portion of the Administration's "Better Job and Income Act" (HR 9030) which would establish a separate title IX under CETA for welfare recipients. The job program would require welfare recipients in the expected to-work category, primarily the principal wage earner in two parent families with children, to accept employment as a condition of continued eligibility.

V. The Director reported that the Administrative Review, underway since November 1, 1977, has not yet been completed by the area office. Board members indicated that they have not yet been involved in the evaluation of the County Director. (is past due)

VI. The Director discussed the current allocation of staffing for services programs which provides an additional worker for the Children and Youth Services unit which has been understaffed in delinquency services for sometime. The position has not been filled as it has not yet been officially established.

VII. Copies of the 1977-78 Social Services Plan were distributed to members of the Board. A discussion of the salient points will be held at the next meeting after all have had an opportunity to read the plan.

VIII. The Director reported on the current status of the following special programs:

1. Section 8 Housing - Progress in certifying eligibles has been limited and every attempt is being made to have the fair market rental allowance for the U.P. increased by 20%. For the period 12-20-77 through 1-20-78 Marquette County received 33 pre-applications, of which 10 were denied or withdrawn, 10 certificates issued, and two cancelled or withdrawn. No contracts have been signed to date. For the U.P. 226 pre-applications were received, 56 certificates issued, and 11 contracts signed.

2. Emergency Assistance Program which provides heating cost assistance to eligible seniors and low income families to offset this winter's home heating bills. An intensive outreach program is being coordinated through the County Department of Social Services office and County Commission on Aging. As of 2-1-78 distribution of 800 applications has been made through the local office in addition to direct mailings of potential eligibles identified by the State Department of Social Services. Payments to eligible applicants are based on a sliding scale relating the total household income to the amount of assistance to be received. Actual payment is made directly to the heating and/or electric power supplier as identified on the application form. The largest payment is

\$200; the minimum \$60. Households with one or two members in which one or both are age 65 years or older are eligible if 1977 household income is \$7,000 or less. Other households must have income at or below the amounts in the sliding scale, for example, 4 persons, \$7,300.00.

3. Client Reporting System (CRS) See Dr. Dempsey's letter to the Legislature, attached.

4. G.A. Medical Policy: The implementation of the new G.A. Medical Program (GAM) scheduled for implementation 2-1-78 has been postponed indefinitely as the Legislature has requested some refinements to the systems which will take time to incorporate. Under the new program CIS would begin producing a G.A. Medical Authorization card for G.A. recipients between the ages of 20 to 65 years. The card would be similar to the M.A. card (DSS 110) and would be used in the same way. It would relieve Department of Social Services workers of the need to obtain verification of medical need and issue medical authorizations for TR or OR cases. In the discussion it was brought out that prior authorization may serve as a ~~deterrent~~ deterrent to over-utilization of M.A. cards.

5. Project: Operations Analysis and Development requires a comprehensive analysis of State Department of Social Services delivery systems during current fiscal 1978. The initial part of the total delivery system study will be an A.P. eligibility process. Case Maintenance Project/<sup>which</sup> will develop uniform procedures to assist A.P. line staff-clerks, workers, supervisors-in carrying on their daily activities. There will be four phases, beginning 3-1-78.

- a. Planning
- b. Initial Field Review
- c. Experimental Field Test
- d. Final phase - State Wide Implementation

6. 1979 County Budget appropriation: Under allocation to the County Department of Social Services for 1978 will make it impossible for the department to reimburse the county for the \$60,000 loan received during the C.C.I. strike. It will be necessary additionally to request a supplementary appropriation to cover the anticipated expenditures for the current calendar year. The 1979 budget appropriation request will be submitted to the County Controller by 3-3-78.

IX. Mrs. Richardson reported that the Substance Abuse Proposal as submitted by Don Ballantine, Catholic Social Services contained the modifications requested by the Board, namely/<sup>extension</sup>of the proposed services to Marquette County schools rather than being restricted to Marquette City. Mr. Ballantine indicated that information regarding the program and the process of referral has already been sent to Marquette County schools.

X. Meeting dates for March, 1978:

3-14-78 District X MCSSA Quarterly Meeting at Escanaba

3-28-77 Social Services Board Meeting, 7:00 P.M., Marquette County  
Department of Social Services

Respectfully submitted,



Mary L. Fontaine, Secretary

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Chairman

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Vice-Chairman

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Board Member

Proceedings of the Marquette County Board of Social Services

The regular meeting of the Marquette County Board of Social Services was held on Monday, January 23, 1978 at 2:00 P.M. in the Director's conference room, Marquette County Department of Social Services, 234 W. Baraga Avenue, Marquette.

Present: James L. Dompierre, Chairman  
Marigene Richardson, Vice-Chairman  
Betty L. Howe, Board Member  
Don Ballantine, Director, Catholic Social Services  
Mary L. Fontaine, Board Secretary

I. The order of the meeting was changed by the chairman to allow Mr. Ballantine to present his proposal for the provision of substance abuse services to youth in the community under eighteen years of age. The services to be delivered will be individual and family counselling and information and referral services. The clients to be serviced will be 12-18 year olds referred by the Department of Social Services, Juvenile Court, area schools, or other agencies and who qualify under Scale 2 of M.D.S.S. income schedule. The project will aid the Department to achieve their goals by increasing the number of youths involved in education, vocational, and employment situations, while decreasing the number of delinquent problems resulting from substance abuse. The focus will also be on preventing non-adjudicated youth from entering the juvenile or criminal justice system. Total funding request for a one year contract is \$24,059.00. \$90,000.00 has been allocated for this substance abuse program in the Upper Peninsula. Last year the project was approved for Delta County and funded in the amount of \$24,000.00. This year it is the plan to extend the program to Mackinac, Chippewa and Marquette counties. As we are already over three months into the 1977-8 fiscal year the funding will cover ten month's operation instead of twelve. The need for treatment for the adolescent abuser is based on the fact that since December, 1977 the agency has received nineteen referrals from the area schools, employers, juvenile court, and other agencies. A part-time caseworker has been handling the caseload but the number of referrals now warrants a full-time position. The size of the caseload will vary from ten to twelve family counselling cases depending on the extent of the involvement in addition to fifteen initial family assessments to determine the kind of treatment indicated. A copy of Mr. Ballantine's analysis of the proposal is filed with the minutes. After a thorough discussion of the questions raised it was moved by Mrs. Howe and seconded by Mrs. Richardson that the Board support the proposal as submitted by Catholic Social Services. The

motion passed unanimously. The secretary was requested to write a letter of support for the project to Catholic Social Services. The Board's recommendation will be forwarded to Lee Russell for consideration of the request for funding.

II. Mrs. Richardson moved that the minutes of the Board meeting of 12-19-77 be accepted as submitted by the secretary. Mrs. Howe seconded the motion which passed unanimously. The fiscal and statistical reports for the month ending December 31, 1977 were noted and filed.

III. The Director reported on the status of support collections and alleged fraud complaints for the month of December, 1977. Support collections were only \$9,839.37 for December as compared with \$16,821.98 of a possible \$49,893.60 for November, 1977. One alleged fraud complaint was referred to the Prosecutor. There were two cases disposed of by the P.A. due to (1) inability to make reimbursement and (2) a determination of no willful intent to obtain assistance fraudulently.

IV. The Director reported that a statewide G.A. medical program has been developed as part of the plan to make payments for all G.A. medical expenses through the M.A. payment system. The new system will be implemented 2-1-78 and will make coverages uniform throughout the state. The new procedures will relieve A.P. workers of the need to obtain verification of medical need and issue medical authorization for temporary and ongoing G.A. cases. Those eligible for temporary or ongoing relief will receive a G.A. medical card each month which will authorize enrolled providers to give medically necessary covered services.

V. The SWAM, Inc. transportation contract for the balance of fiscal year 1977-78 (1-1-78 - 10-1-78) was recommended for approval by the Board. The initial contract covering the period 10-1-77 - 1-1-78 was reviewed and recommended for funding at the September, 1977 meeting of the board. An additional allotment of funds has been requested by the Marquette County Department of Social Services to meet the transportation needs of Marquette County clients. The current amount allocated does not meet the needs of clients already in Adult Foster Care and independent living arrangements who need the services of the Sheltered Workshop and work activities center. SWAM has facilities to serve sixty individuals but due to lack of transportation funds they anticipate 25 vacancies. This affects the viability of SWAM. Additionally, the Alger-Marquette County Health Center's policy is to pay for Sheltered Workshop transportation only for those persons who are not eligible for S.S.I. Obviously, this will affect many handicapped individuals.



VI. The results of the telephone survey of Medical providers conducted by the Department of Social Services M.A. staff who contacted all doctors and medical billing clerks in the area, will be made available to the Board members in the near future. The county department was represented at the 1-17-78 meeting of the Alger-Marquette Medical Society where the problems of providing medical services to M.A. clients were discussed. Larry Dørst and several of his staff from the M.A. Services Division of the State Department of Social Services were also present at this meeting. The doctors' concerns centered on the regional differential in fees, maximum payments for laboratory services, late payments, rejections, claim adjustments, and the national focus on fraudulent M.A. practices by physicians. Some resolution of the fee differential is possible if federal medicare regionalization can be circumvented. This problem is U. P. wide and will be addressed at the March 13th meeting of District X, MCSSA.

VII. A meeting with C. O. Hammer, Area Office Specialist, is scheduled for 1-24-78 with the Department of Social Services Employment and Training staff to discuss the possibility of incorporating the Work and Training Program into the state G.A. plan. This will not be forthcoming for some time, but in the interim it may be possible to establish liaison with the services staff and provide counselling and rehabilitative services in cases where barriers to employment exist.

VIII. Communications were received from:

- 1) John Vielbig, State Department of Social Services, 1-17-78, regarding contracts with United Way to provide counselling services to eligible families and adults under sub-contracts with family services agencies. An allocation has been made on the basis of P.A. caseloads to counties where agencies are located. Child and Family Services has been identified as the coordinating agency for this area and will be responsible for notifying several agencies of the availability of funds. Copies of the completed contracts will be sent to the County Department of Social Services by the coordinating agency for Social Services Board review and recommendation.
- 2) Henry A. Skewis, County Clerk, 1-13-78, <sup>requesting</sup> filing of minutes of Social Services Board meetings with his office. The requirement is mandatory as long as the county department receives at least partial funding from the county.

IX. The voting delegate and alternate for the midwinter business meeting of the M.S.C.C.A. were named by the Board:

James L. Dompierre, Voting Delegate  
Mary L. Fontaine, Alternate

The lawmakers acknowledging the Board's invitation to the legislative luncheon February 23, 1978 at the Hilton Inn, Lansing, include Representative Dominic Jacobetti, Representative Jack Gingrass, and Senator Joseph Mack. The secretary was requested to forward the above information to Sally Chipman, Executive Secretary, M.C.S.S.A. The midwinter meeting is scheduled to begin the evening of February 21, 1978 and end at 2:30 P.M., February 23, 1978.

X. The special energy crisis intervention plan which is to be implemented by February 1, 1978 was discussed. Applications for all who qualify to receive assistance with the heat and electric bills will be available then. Application forms are being mailed to persons that the department can identify as potentially eligible recipients based on 1976 Michigan income tax returns, S.S.I. records, or those who qualified under the previous special energy program. In addition utility companies will be sending applications to all of their residential heating customers and the forms will now be available at the County Department of Social Services, County Commission on Aging, AMCAB office, senior citizens centers, and County Clerk's office. The benefits of the plan range from \$60.00 to a maximum of \$200.00 per household. The payment will be made directly to the energy supplier on behalf of the eligible applicant. The general guidelines for qualifying for special energy assistance are: \$3,700 income for household of one; 4,900 for two; 6,100 for three; 7,300 for four; 8,500 for five; 9,700 for six; 10,900 seven and \$00.00 for each additional person. The income limit is 7,000 for one and two person households where at least one member of the home is 65 years of age or older.

XI. Meeting dates for February, 1978:

Monday, February 13, 1978, Board of Social Services, 7:00 P.M., Marquette County Department of Social Services.

Tuesday, February 21 - 23rd, M.C.S.S.A. Midwinter meeting, Hilton Inn, Lansing.

Respectfully submitted,

*Mary L. Fontaine*

Mary L. Fontaine, Secretary  
Marquette County Board of Social Services

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Chairman

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Vice-Chairman

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Board Member