

**MICHIGAN DEPARTMENT OF HEALTH & HUMAN SERVICES**  
**Adoption and Guardianship Assistance Office - Suite 612, PO Box 30037 - Lansing, MI 48909**  
 Website: [www.michigan.gov/mdhhs](http://www.michigan.gov/mdhhs)

**MAIN LINE:** **517-335-7801**  
 FAX: open cases 517-241-7042  
 FAX: eligibility unit 517-335-4019

**Program Manager:** Dawn Ritter 517-241-6849 [RitterD@michigan.gov](mailto:RitterD@michigan.gov)  
**Departmental Analyst:** Dick Solomon 517-335-3898 [SolomonR@michigan.gov](mailto:SolomonR@michigan.gov)  
**Admin Support/ICAMA:** Kim Kesanen 517-373-2824 [KesanenK@michigan.gov](mailto:KesanenK@michigan.gov)

**ADMINISTRATIVE SUPPORT** (alphabetical assignment by **parent's** last name)

<b>Courtney Russman</b>	Check Re-writes: A – L NRE Processing: A – Z	517-335-6443	<a href="mailto:RussmanC@michigan.gov">RussmanC@michigan.gov</a>
<b>Daniel Conklin</b>	Re-writes: M – Z Verification Requests: A – Z Affidavits Requests : A – Z	517-373-3247	<a href="mailto:ConklinD2@michigan.gov">ConklinD2@michigan.gov</a>
<b>Stephanie Warner</b>	Address changes/ Foster Care credit checks	517-335-3790	<a href="mailto:WarnerS6@michigan.gov">WarnerS6@michigan.gov</a>

**ADOPTION AND GUARDIANSHIP ASSISTANCE CASE MANAGEMENT**  
**SUPERVISORS:**

**Pedro Alvarez** 517-241-3273 [AlvarezP@michigan.gov](mailto:AlvarezP@michigan.gov)  
**Kathonya Triplett** 517-335-3399 [TriplettK@michigan.gov](mailto:TriplettK@michigan.gov)

**CASELOAD ANALYSTS**

Payments, Medical Subsidy, Annual Reports, Extensions

(Alphabetical assignment by **parent's** last name)

				SUPERVISOR
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<b>Laveda Hoskins</b>	CB - DE	517-373-6212	<a href="mailto:HoskinsL@michigan.gov">HoskinsL@michigan.gov</a>	Pedro Alvarez
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<b>Kristy Simon</b>	FP - HA	517-335-6852	<a href="mailto:SimonK4@michigan.gov">SimonK4@michigan.gov</a>	Kathonya Triplett
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<b>Julie Wineland</b>	MD - NI	517-241-7413	<a href="mailto:WinelandJ@michigan.gov">WinelandJ@michigan.gov</a>	Pedro Alvarez
<b>Tamiko Jones</b>	NJ - RA	517-373-3586	<a href="mailto:JonesT2@michigan.gov">JonesT2@michigan.gov</a>	Kathonya Triplett
<b>Stacy Wieske</b>	RB - SE	517-241-8854	<a href="mailto:WieskeS@michigan.gov">WieskeS@michigan.gov</a>	Pedro Alvarez
<b>Daphne Taylor</b>	SF - SW	517-241-5496	<a href="mailto:TaylorD14@michigan.gov">TaylorD14@michigan.gov</a>	Kathonya Triplett
<b>Kobia Scruggs</b>	SX - WA	517-335-5842	<a href="mailto:ScruggsK@michigan.gov">ScruggsK@michigan.gov</a>	Pedro Alvarez
<b>Tiffany Eldridge</b>	WB - ZZ	517-373-7544	<a href="mailto:EldridgeT1@michigan.gov">EldridgeT1@michigan.gov</a>	Kathonya Triplett

<b>Interstate Compact on Adoption and Medical Assistance (ICAMA Medicaid)</b> <b>Kim Kesanen</b> 517-373-2824 <a href="mailto:KesanenK@michigan.gov">KesanenK@michigan.gov</a>	<b>MEDICAID COVERAGE</b>  <b>Michigan Enrolls</b> Phone: 1-888-367-6557  <b>MI Health Card</b> Phone: 1-800-642-3195  <b>Medicaid Website</b> <a href="http://www.michigan.gov/mdhhs">www.michigan.gov/mdhhs</a>
<b>Residential Treatment/Behavioral Care Analyst</b> <b>Alyssa Stuparek</b> 517-335-6194 <a href="mailto:StuparekA@michigan.gov">StuparekA@michigan.gov</a>	
<b>Department of Technology, Management, and Budget</b> For Direct Deposit information: Phone: 1-888-734-9749 Fax: 517-373-0297 <a href="http://www.michigan.gov/sigmavss">www.michigan.gov/sigmavss</a>	

**2018 ADOPTION AND GUARDIANSHIP ASSISTANCE PAYMENT SCHEDULE**

Pay Period	Tentative Warrant Date
January	Friday, January 05, 2018
February	Thursday, February 08, 2018
March	Thursday, March 08, 2018
April	Thursday, April 05, 2018
May	Thursday, May 10, 2018
June	Thursday, June 07, 2018
July	Friday, July 06, 2018
August	Thursday, August 09, 2018
September	Friday, September 07, 2018
October	Thursday, October 04, 2018
November	Friday, November 09, 2018
December	Thursday, December 06, 2018

**ALL DATES ARE SUBJECT TO CHANGE.**

For the most up to date information please check: [www.michigan.gov/mdhhs](http://www.michigan.gov/mdhhs)

Please allow for normal mailing time after the issue date. Please wait at least 5 business days after the tentative warrant date to report that you did not receive your check.

**Please remember that if you elect to use EFT, and you move, you will need to update your address change with the Department of Technology, Management, and Budget at [www.michigan.gov/sigmavss](http://www.michigan.gov/sigmavss) AND send a written change of address request with the payee signature to the Adoption and Guardianship Assistance Office.**

To arrange for EFT you must sign-up through the Michigan Department of Technology, Management, and Budget (DTMB). This can be done online through the "State of Michigan SIGMA Vendor Self Service (VSS)" at [www.michigan.gov/sigmavss](http://www.michigan.gov/sigmavss). If you have problems with the online enrollment, please call 517-373-4111 for the Lansing area or 888-734-9749 for statewide assistance.

**ADOPTION/GUARDIANSHIP ASSISTANCE ELIGIBILITY UNIT**

**ELIGIBILITY SUPERVISOR:**

**Erin Setla**

517-241-9040

[SetlaE@michigan.gov](mailto:SetlaE@michigan.gov)

**ADMINISTRATIVE SUPPORT**

\*Statewide Adoption Assistance and Medical Subsidy openings

<b>Carman Foster</b>	517-335-6304	<a href="mailto:FosterC3@michigan.gov">FosterC3@michigan.gov</a>
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**ELIGIBILITY ANALYSTS**

**Megan Melvin**

517-241-7643

[MelvinM2@michigan.gov](mailto:MelvinM2@michigan.gov)

Agencies:

Alcona County DHHS  
All DHHS Apps  
Cheboygan County DHHS  
Children's Center of Wayne County  
Clinton County DHHS  
Delta County DHHS  
Homes for Black Children  
Judson Center

Livingston County DHHS  
Lutheran Adoption Services, Inc.  
Macomb County DHHS  
Oakland County DHHS  
Spectrum Human Services Livingston County DHHS

**Sarah Maxa**

517-241-1780

[MaxaS@michigan.gov](mailto:MaxaS@michigan.gov)

Agencies:

Adoption Option, Inc.  
Adoption Specialists Family & Children's Services, Inc.  
Arbor Circle  
Catholic Charities of Genesee/Shiawassee  
Catholic Charities of Jackson/Lenawee/Hillsdale  
Catholic Charities of SE MI - St Francis Center  
Catholic Charities West MI  
Catholic Family Services - Saginaw  
Catholic Social Services of U.P.  
Catholic Social Services of Washtenaw County  
Ennis

Family & Children's Services, Inc.  
Family and Community Services  
Growing Hope Through Love  
Livingston County Catholic Charities  
Open Door Adoption Agency  
Orchards Children's Services  
St. Vincent Catholic Charities  
Youth Guidance Foster Care

**Lauren Kushion**

517-241-1019

[KushionL@michigan.gov](mailto:KushionL@michigan.gov)

Agencies:

All Tribes  
Bethany Christian Services  
Child & Family Services of the U.P.  
Hands Across the Water  
Lutheran SS of Wisconsin & U.P., MI  
New Light Child & Family Institute

Sault Tribe of Binogii Placing Agency  
Teaching Family Homes  
UP Kids  
Upper Peninsula Family Solutions

**Mark Prelesnik**

517-241-9126

[PrelesnikM@michigan.gov](mailto:PrelesnikM@michigan.gov)

Agencies:

Child Safe  
Child & Family Charities (Capital Area)  
Child & Family Services of Northeastern Michigan (Alpena)  
Child & Family Services of Northwestern Michigan (Traverse City)  
D.A. Blodgett  
Eagle Village  
Family Community Services – Family Adoption Consultants  
Family Services & Child Aid of Jackson

Forever Families  
Fostering Solutions  
Fostering Futures  
Methodist Children's Home  
Oakland Family Services  
Spaulding for Children  
West Michigan Partnership Children  
Wolverine Human Services  
Vista Maria

**POST-ADOPTION MEDICAL SUBSIDY ELIGIBILITY ANALYSTS**  
(Alphabetical assignment by **parent's** last name)

**Alyssa Stuparek**    **A - G**    517-335-6194    [Stupareka@michigan.gov](mailto:Stupareka@michigan.gov)  
**Sarah Hawes**        **H - N**    517-241-1323    [HawesS@michigan.gov](mailto:HawesS@michigan.gov)  
**Dawn Ray**            **O - Z**    517-241-6570    [RayD@michigan.gov](mailto:RayD@michigan.gov)

**GUARDIANSHIP ASSISTANCE PROGRAM (GAP) ELIGIBILITY ANALYSTS**

**Dawn Ray**                            517-241-6570                            [RayD@michigan.gov](mailto:RayD@michigan.gov)  
 Statewide eligibility determinations for Guardianship Assistance and Successor Guardianship Assistance program.  
 Statewide Guardianship Assistance and Medical Subsidy openings.

**Sarah Hawes**                            517-241-1323                            [HawesS@michigan.gov](mailto:HawesS@michigan.gov)  
 Statewide eligibility determinations for Guardianship Assistance program.

**NOTIFICATION EMAIL BOXES**

<b>Adoption Assistance and Medical Subsidy Applications Case Openings</b>	<a href="mailto:MDHHS-AGAO-apps-and-openings@michigan.gov">MDHHS-AGAO-apps-and-openings@michigan.gov</a>
<b>Non-recurring Adoption Expenses Claims (NRE)</b>	<a href="mailto:MDHHS-AGAO-NREmailbox@michigan.gov">MDHHS-AGAO-NREmailbox@michigan.gov</a>

**\*\*Please include your child's name and Person ID (PID) in your email.**

**CLOSED ADOPTION RECORDS STAFF**

**SUPERVISOR: Kathonya Triplett**                            517-335-3399                            [TriplettK@michigan.gov](mailto:TriplettK@michigan.gov)

<b>Betty Curry</b>	517-373-2023	<a href="mailto:CurryB@michigan.gov">CurryB@michigan.gov</a>
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<b>Ashleigh Boyd</b>	517-335-0916	<a href="mailto:BoydA4@michigan.gov">BoydA4@michigan.gov</a>
<b>Teresa Sikes</b>	517-335-7390	<a href="mailto:SikesT@michigan.gov">SikesT@michigan.gov</a>
<b>SaDonna Croff</b>	517-373-2924	<a href="mailto:CroffS@michigan.gov">CroffS@michigan.gov</a>