

Monroe County Commission on Aging

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Terri L. Hamad, Director

Vicky L. Terrasi, Administrative Assistant

Monroe County Commission on Aging
Regular Board Meeting Minutes
March 08, 2006
Monroe County Opportunity Program

Chairman Martin Kaufman called the meeting to order at 1:04 p.m.

Member's present: Noel Dentner, Nancy Hamman, Paul Iacoangeli, Aleta Jackson, Martin Kaufman, Michael Pasko, Paul Simonton, John Sledge Jr. and Loyd Sype.

Member's excused: Terri Hamad

Chairman Martin Kaufman led the Pledge of Allegiance and silent prayer.

Approval of the Agenda:

Noel Dentner motioned to approve the March 08, 2006 agenda as presented. Supported by Aleta Jackson. **Motion carried.**

Guests Present: Nancy Young, Director, Faith In Action for Monroe County, Maggie Dusseau, Transportation Director and Janet Crego, Home Care Director, Monroe County Opportunity Program, Frankie Foidl, Executive Director and Cheri Boron, Executive Secretary, Living Independence for Everyone, Larry VanWasshenova, Executive Director, Monroe County Senior Legal Services, Gerilyn Powers, Regional Supervisor, Area Agency on Aging 1-B, Floreine Mentel, Area Agency on Aging 1-B Board of Directors/County Commissioner, and Janette Stark, Senior Citizen.

Chairman Martin Kaufman introduced and welcomed Mr. John Sledge Jr. to the Commission.

Public Time/Monroe County Opportunity Program:

Janet Crego welcomed the Commission on Aging to the Monroe County Opportunity Program building. Ms. Crego announced that the new 2006 Community Resource Handbook developed by the Resource Advocacy staff is color coordinated this year and includes a new addition for Grandparents Raising Grandchildren. They only have a few handbooks on hand since it was very expensive to print therefore they are in the process of finding other ways to print the handbook that are less costly.

The Commission recommended posting the 2006 Community Resource Handbook on their website would be one way to help defer the cost of handbook.

Ms. Crego announced that they are working on a new project called the Senior Medicare Patrol Program. The program is made up of volunteer's whose activities include giving presentations, distribution of information and to provide assistance to beneficiaries who may suspect there is an error in their Medicare Summary Notice. In addition, Ms. Crego announced that they received a grant through the Community Homeland Security Department to create emergency kits that they would like to get out to homebound individuals in case of an emergency. The kits include water, a first aid kit, a blanket, snacks, and several other items needed to survive for a few days until help arrives.

Linda Emerson reported when President Bush released his budget for fiscal year 2007, which starts in October, there shows zero dollars budgeted in the Commodity Supplemental Food Program (CSFP). The

CSFP is a vital nutrition program for low-income seniors, young mothers, and children under 6 years of age. The CSFP is a complement – not a substitute for - the Food Stamp Program and WIC, and it is surplus food. The CSFP provides non-perishable fruits, vegetables and other nutritious food to nearly one-half million poor elderly that would not get a well balanced diet otherwise. The CSFP at Monroe County Opportunity Programs serves approximately five hundred (500) seniors per month and at a time when some Americans must choose between food or medicine, utilities, and other expenses, the federal government should not be reducing benefits for our most vulnerable citizens. If the Federal Government approves this budget, then beginning October 1, 2006 would be the end of the CSFP at Monroe County Opportunity Program.

Ms. Emerson urged everyone in the audience and the Commission on Aging to consider supporting the reinstatement of the CSFP back into the Federal Budget. Ms. Emerson provided a pre written letter for everyone to sign that she will send to the Honorable Mike Johanns, Secretary of Agriculture, United States Department of Agriculture.

Approval of the Regular Commission Meeting Minutes of February 08, 2006.

Motion made by Paul Simonton, supported by Aleta Jackson to approve the regular commission minutes of February 08, 2006 as corrected. **Motion carried.**

Approval of the Financial:

The financial reports were presented for acceptance and placed on file. Motion to accept and place on file by Aleta Jackson. Supported by Michael Pasko. **Motion carried.**

Commission Members Report:

Michael Pasko announced that the Bedford Business Association Trade Fair is on Saturday, March 11th between 10:00am - 6:00pm and Sunday, March 12th between 12:00pm - 5:00pm at the Bedford High School.

Noel Dentner announced that on the evening of March 9, 2006 the Dundee Senior Center is celebrating their 40th year.

Paul Simonton apologized for running in-and-out of the meeting; he is in the middle of a criminal matter with a client.

Nancy Hamman announced that the Tea for Charity last February 25, 2006 by the Women of Bedford raised \$1000 for the Heart of Hope that help's families with ill children. In addition, Ms. Hamman announced that the Kick-Off for Relay for Life in Bedford is coming up soon and that at last years Kick-Off they raised over \$85,000.

Loyd Sype reported that there is car repair scam going around where they want you to sign up and they will pay your repairs however all they do is send in your repair bill to the car company you purchased your vehicle and if the company pays you receive that reimbursement but they do not say what you would be paying for that service. You could get the same service if you go to the auto dealer you purchased your vehicle through.

Michael Pasko reported that within the last week the Toledo Television Stations have been really publicizing on Identity Theft and he would like to advise everyone to not only shred your valuable papers and documents that contain personal information but burn them also.

Paul Iacoangeli reiterated on the same issue of Identity Theft and stated that the biggest things that people overlook is when they receive credit card offers with checks attached. Mr. Iacoangeli commented that in an article he recently read that people have go through other people's trash and taken those checks and it is a real nightmare to straighten things out.

Correspondence:

The list of correspondence was read.

Directors Report:

At last months meeting Michael Pasko mentioned that the Bedford Township held a workshop on Roberts Rules of Orders for their board and he felt it was very informative. He commented that there is a difference in the Roberts Rules of Order for a large assembly verse a small board of twelve or less and wanted the Commission to consider a workshop in the future on the rules by Julia Berning. Chairman Martin Kaufman commented he does not want to run the meetings any less formal than they already are at this stage. Mr. Pasko commented that he mentioned it last month just to let the Commission know that it is out there if the Commission needed or wanted such a workshop in the future.

Ms. Terrasi commented that at the regular board meeting of February 8, 2006, the Commission approved the Resolution to support the Area Agency on Aging 1-B (AAA 1-B) as the Single Point of Entry (SPE) for Long Term Care in Monroe County. On February 13, 2006, Chairman Kaufman signed the resolution and it was mailed February 14, 2006 to Jim McGuire, Director of Planning and Advocacy, Area Agency on Aging 1-B, to send with their application for the SPE to the Michigan Department of Community Health.

At last months meeting, Mr. Londo attended the Commissions' meeting to discuss the concept of County's Indirect Cost Allocation Plan and what it included with regards to the Commission on Aging. During the discussion, Mr. Simonton raised the question regarding the increased cost from 2003 to 2004. Mr. Londo commented that he would need to go back to look through each line item in the plan to determine the difference in the cost from 2003 to 2004. Chairman Kaufman requested Mr. Londo to answer Mr. Simonton's question in writing so the Commission could review it at their March meeting.

Mr. Londo's response letter explains that the major changes in allocated costs between the year 2003 and 2004 came as a result of the move by the Commission on Aging staff from the Courthouse to the Stoner Kemmerling Building. The major increases came in the Purchasing and Property Maintenance area and in the Building Use Charge categories. This was due primarily from the increased office space in the Courthouse to the Stoner Kemmerling Building from roughly 150 square feet to 920 square feet, which has caused an increase in the percentage of space occupied from less than 1% in the Courthouse to over 10% in the Stoner Kemmerling Building. The largest increase came in Purchasing and Property, which reflects an increase from \$5,775.87 to \$12,832.43 for a total increase of \$7,056.56.

Mr. Londo further explains that the allocation basis for property and maintenance that is the costs for the maintenance of County operated facilities, which are paid out of the Buildings and Grounds appropriation. The plan allocates maintenance costs for the identified facilities in the following manner:

Courthouse – maintenance is allocated to occupant departments based on the usable square footage assigned.

Stoner-Kemmerling Building – maintenance is allocated to occupant departments based on usable square footage assigned

The Allocation units used in the 2003 Cost Allocation Plan were 150 square feet or roughly .2967% of the Courthouse space costs. The allocation units used in the 2004 Cost Allocation Plan was 920 square feet or roughly 10.8452% of the Stoner-Kemmerling Building costs.

The allocation basis for property and maintenance is the Allocation units used in the 2003 Cost Allocation Plan were 230 square feet or roughly 2.7113% of the Courthouse space costs. The allocation units used in the 2004 Cost Allocation Plan was 920 square feet or roughly 10.8452% of the Stoner-Kemmerling Building costs.

Mr. Simonton commented that he is not so sure the Commission occupies almost a 1,000 square feet at the Stoner-Kemmerling Building. Mr. Simonton and Ms. Terrasi will work together to measure the space the Commission occupies in the building and request what formula Mr. Londo used to determine the cost per square foot not only for the Commission but for Veteran's Bureau and Veteran's Trust.

For complete report, please see attached.

Unfinished Business:

A. Strategic Planning Committee Report of March 02, 2006

Paul Iacoangeli reported that Alysia Dozier presented to the committee a survey that she created to gain input from the homebound seniors. The questionnaire will also be distributed at the Community Forum to gain information and input from another source of individuals.

B. Living Independence for Everyone Leftover Funds Request

Ms. Foidl reported that they have \$19,498.77 unspent funds from fiscal year 2005 and requested to use \$1,702.95 of that to finish paying for installation and set up costs of the computers.

Chairman Kaufman stated that the Monroe County Commission on Aging Funded Agency Fund Balance Policy states that all funded agencies of the Commission on Aging shall return any unused portion of millage funds **no later than thirty days** after the close of a calendar year in which they were awarded, **or after the close of the agency fiscal year**. If an audit follows the close of the year and unused funds cannot be returned until the close of the audit, the Commission expects that any unused millage dollars shall be placed in a temporary/restricted account until they can be returned to the County. If an agency has a need to use the unused funds for equipment, etc., that agency must present in writing a request to the Commission to use those dollars.

Chairman Kaufman reiterated to Ms. Foidl that the unspent funds from fiscal year 2005 are to be returned to the Commission on Aging.

Ms. Terrasi explained the process of which Ms. Foidl is to request to be placed on next month's agenda to request additional funds to finish paying for installation and set up costs of the computers.

Ms. Foidl stated that she would return the unspent funds and submit a request to be placed on the Commissions' April agenda.

C. 2006 Agency Health Care Changes Report

Ms. Terrasi ran through the collected 2006 Agency Health Care Changes Report and Chairman Kaufman commented that the Commission is going to end up with a huge file of information that he thinks the Commission is going to have a hard time digesting. The Commission's aim was to try and get a handle on how much money is being allocated to agencies for health expenses. Some individuals are paying nothing for their health insurance and calling their co pays what they pay for their insurance, which is not the case. The case is are you paying anything for your health insurance or are you not. The report shows everything from no health insurance at all for some agencies to a rather generous health insurance, which is being tacked onto the budgets that are submitted to the Commission for funding. Mr. Kaufman does not want to generate extra work for agencies answering unrelated questions about their health insurance plans if the Commission is not going to be able to do something with the information.

Mr. Simonton commented that he does not see how the Commission would be able to do something with the information that was provided when there is an agency that offers an annual buy-out on their health insurance and there are other agencies that are waiting to see if they can join a plan with United Way.

Ms. Hamman commented that she feels it is not the Commission's place to micro-manage their benefits and commented that it all depends on their budget application they submit, the Commission reviews the application and is it justified.

Mr. Iacoangeli commented that his only concern is that the problems that the Commission faced at the last budget cycle was that the agencies were all reporting that the only reason they are having to request so much money is because health care cost went up so much percent.

Ms. Terrasi commented that with the rising cost of health care, that if an agency is going to request funding for health care coverage with respect to their budget application to the Commission, then that agency should require that the employee contribute toward their health insurance coverage. Additionally,

Ms. Terrasi feels that if the agencies employees are not required and/or not willing to contribute toward their health insurance coverage then the taxpayers of Monroe County should not contribute either.

Ms. Jackson questioned if the three (3) agencies that did not respond have been approached with this issue. Ms. Terrasi commented that she does not know if Ms. Hamad contacted them after the original request went out or not however there was a request so there still should be a simple response as a professional courteously. Ms. Jackson does not appreciate that whenever the Commission asked for information, which is not that often, it is completely ignored.

The Commission discussed the issue further and decided that after this cycle of budget hearings, a revision to the budget application that targets health care insurance coverage will be added.

D. Strategic Planning Committee Appointment

Ms. Hamman at this time has a conflict with the Strategic Planning Committee Meetings that are on the first Thursday of each month at 2:00 p.m. in the Commission on Aging Conference Room. With no one responding to the appointment, Ms. Hamman commented that if no other member is interested or has time to be a member of the Strategic Planning Committee, that her other obligation on that day would move their meetings to Wednesday's.

Ms. Hamman will stay on the committee at this time and will let the Commission know if in the future there is a conflict with her meeting on the first Thursday of each month.

New Business:

A. 2006 Prescription and Fuel Assistance Guideline Approval

Ms. Terrasi presented the draft 2006 Prescription and Fuel Assistance Guideline for approval. These guidelines are based on 125%, 150%, 155% and 160% of the 2006 poverty level established by the United States Department of Health and Human Services. These guidelines assist seniors that often cannot acquire assistance anywhere else. Approval is needed to implement these guidelines for eligible seniors in the County.

Ms. Terrasi commented that there is a \$500 limit per household for the Emergency Fuel Program and recommends to increase the limit per household to \$750 due to the rising cost of fuel.

Noel Dentner motioned to approve the recommendation to increase the \$500 limit per household to \$750 for the Emergency Fuel Program. Supported by Paul Iacoangeli.

Roll call:

Paul Iacoangeli – Yes	Paul Simonton – Yes	Nancy Hamman – Yes
Loyd Sype – Yes	Michael Pasko – Yes	Noel Dentner – Yes
Aleta Jackson – Yes	John Sledge Jr. – Yes	Martin Kaufman – Yes

Motion carried.

Nancy Hamman motioned to approve and recommend to the County Board of Commissioners the 2006 Prescription and Fuel Assistance Guideline with the revised limit per household for the Emergency Fuel Program. Supported by Aleta Jackson. **Motion carried.**

B. Non-Compliant Reporting Agencies

Ms. Terrasi reported that two (2) of the twenty (20) agencies the Commission funds failed to provide their January 2006 Programmatic and/or Operational/Financial monthly reports by the 25th of February 2006. Ms. Terrasi presented the draft non-compliance notification letters to the Commission. The letter confirms to the agencies that 10% of their annual allocation has been suspended for non-compliance with the Commission on Aging Rules and Regulations Policy number two (2). In addition, the letter includes the suspension of funds guidelines and the appeal process.

The Commission discussed the agencies and reviewed the draft non-compliance notification letters and decided to send the letters with the changes the Commission made requested.

Aleta Jackson motioned to approve the revised letters to the non-compliance agencies. Supported by Noel Dentner. **Motion carried.**

Public Time:

Nancy Young announced that they are having a 50's Party on March 25, 2006.

Larry VanWasshenova reported that Michigan has a law that provides the pharmaceutical companies with absolute liability from any drugs that may be unsafe, and/or defective as long as the FDA has approved that drug. Resulting that the pharmaceutical companies cannot be sued if injury or death occurs to an individual while taking that drug.

Commissioner Mentel mentioned that she is concerned about the individuals that have not signed up for a Medicare Part D Plan. Commissioner Mentel announced that the Area Agency on Aging 1-B is holding three (3) Medicare Drug Plan Assistance Days at the Bedford Public Library on Thursday, April 6th from 9:00 a.m. to 1:00 p.m., Jefferson School on Tuesday, May 2nd from 10:00 a.m. to 3:00 p.m., and at the Dundee Senior Center on Thursday, April 4th from 10:00 a.m. to 3:00 p.m. In addition, she announced that there would not be an extension past the May 15th deadline to enroll into a Medicare Part D Plan.

Adjournment:

Motion to adjourn by Noel Dentner, supported by Aleta Jackson. **Motion carried.** Meeting adjourned at 3:16 p.m.

The next regular board meeting will be held on Wednesday, April 12, 2006 at 1:00 p.m. at the Dundee Senior Center, 284 Monroe Street, Dundee, MI 48131

Vicky L. Ferrasi

Vicky L. Ferrasi, Recording Secretary

Director's Report
Monroe County Opportunity Program
1 p.m.
March 8, 2006

1. On February 28, 2006 I made my regular report to the Board of Commissioners. My recommendation is that we report possibly twice a year rather than quarterly. (Maybe January and July) We could report more often when issues arise that need to come before the board.
2. On March 29, 2006, we will be holding our Grant Writer Training at the Bedford Library from 9-3.
3. On March 27, 2006, the AAA 1-B along with our office will be sponsoring a Community Forum at the Frenchtown Senior Center from 1:30-3:30p.m. The purpose of this forum is to gain input from the community on needs that need to be addressed in the AAA 1-B Area Plan and the Monroe Aging Blueprint. All are welcome to attend.

Plans are underway to hold two more Medicare D assistance days around the county in early April. We are looking at potential dates the first week of April to be held in Bedford and Dundee. If you have anyone who needs assistance with enrollment, please have them contact our office.