

Monroe County Commission on Aging
29 Washington Street, (Stoner-Kemmerling Building) Monroe, MI 48161
Telephone: 734.240.7363 * 734.240.7364 * Toll Free: 1.888.354.5500 ext. 7364 * Fax 734.240.7360
E-Mail: terri_hamad@monroemi.org * vicki_terrasi@monroemi.org
Visit Our Website: www.co.monroe.mi.us

Terri L. Hamad, Director
Vicky L. Terrasi, Administrative Assistant

Monroe County Commission on Aging
Regular Board Meeting Minutes
April 12, 2006
Dundee Senior Citizens Center

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, Paul Simonton, John Sledge Jr. and Loyd Sype.

Member's excused: Michael Pasko

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

Approval of the Agenda:

Nancy Hamman motioned to approve the April 12, 2006 agenda as presented. Supported by Noel Dentner. **Motion carried.**

Guests Present: Nancy Young, Director, Faith In Action of Monroe County, Stephanie Kasprzak, Interim 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, Aaron Simonton, Executive Director, The Monroe Center, Bob Clark, Director, and Patty Miller, Receptionist, Dundee Senior Center, Barbara Bird, and Lillian Hoag, Dundee Senior Center Board Members, Sandy Rooyakkers, Manager and Farrukh Moghul, Director, Norman Towers, Connie Harvell, Nursing Supervisor, and Fran Toth, Diabetic Educator, Monroe County Health Department, Sharon Williams, CEO, and Bridget Kyser, Client Services Coordinator, Caring Alternatives, Inc., and Janette Stark, Interested Citizen.

Public Time/Dundee Senior Citizen Center:

Bob Clark welcomed the Commission on Aging, guests and visitors to the center.

Lillian Hoag commented that the Dundee Senior Center did an awesome 40th anniversary party and it keeps on improving daily.

Barbara Bird commented that the Dundee Center is becoming a real happening place, with all the new members signing up, such a friendly, homey atmosphere that is absolutely magnificent, she is very proud of her center.

Frankie Foidl commented that Living Independence for Everyone has provided congregate and homebound meals to Monroe County over the past nineteen (19) years and with the new company, Variety Foods out of Macomb County, applying to Area Agency on Aging 1-B to do the meal program for Monroe County, Ms. Foidl requested a letter of support from the Commission on Aging to the Area Agency on Aging 1-B supporting Living Independence for Everyone.

Paul Simonton commented that since they need to show community support when applying to the Area Agency on Aging 1-B and seeing that they have been providing this service in Monroe County already.

He sees nothing wrong with the commission writing a letter indicating that the Commission works with LIFE, and is familiar with them, and that the Commission supports Living Independence for Everyone.

Paul Simonton motioned to write a letter indicating that the Commission on Aging works with LIFE is familiar with them, and that the Commission supports the Living Independence for Everyone. Seconded by Loyd Sype. **Motion carried.**

The Commission requested Ms. Hamad to write a draft letter of support for LIFE for the board to review at the May 10, 2006 meeting.

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

Motion made by Noel Dentner, supported by Loyd Sype to approve the regular commission minutes of March 08, 2006 as corrected. **Motion carried.**

Approval of the Financial:

The financial reports were presented. Motion to accept and place on file by Paul Iacoangeli, supported by Aleta Jackson. **Motion carried.**

Commission Members Report:

Loyd Sype reported on a scam that is happening in other states where the scam artist contacts individuals stating that they are going to be arrested for not reporting for jury duty, they ask a lot of questions and then ask for their social security number and checking account number. If you receive such a call contact your local clerks office before giving such information.

Noel Dentner commented that the Dundee Senior Center's 40th Anniversary Celebration held on the evening of March 9, 2006, was very nice with a full house.

Ms. Hamman commented that she attended a meeting where Lois White from the Bedford Library also attended who commented that she was very pleased on how the grant writing session went at the library and offered the rooms to the Commission at anytime. In the future, the library would like to host a community forum in Bedford.

Additionally, she reminded everyone that the Kick-Off for Relay for Life for cancer research is on May 20th and the 21st. There are a large number of teams already and last year they raised \$85,000 and are hoping to raise \$115,000 this year.

Paul Iacoangeli, Aleta Jackson and Martin Kaufman apologized to Mr. Clark for not being able to attend the center's 40th Anniversary celebration.

Correspondence:

The list of correspondence was read.

Directors Report:

Ms. Hamad received a communication from The Monroe Center regarding a bill this year for \$405 for the renewal of their food service license. This is the first time they have ever been billed for this license. Based on conversations with Environmental Health only \$25.00 of that expense is required by the state, with the balance going to the County. In looking at the amount of money the county would potentially collect just from the Commissions' service providers in the county, the county stands to make several thousand dollars from our agencies served by the millage.

Chairman Kaufman questioned if Living Independence for Everyone has one single fee or more than one. Ms. Foidl replied that she pays more than one fee. For the large centers, she is charged \$405.00 and for the small centers she is charged \$280.00, resulting in an annual fee of \$1245.00. When Ms. Foidl spoke with the gentleman from Environmental Health, he stated that they have a lot of non-profits that were applying for temporary licenses on the weekend and they were having to pay extra for the their people to do and do the inspections on the weekends that they could no longer do it for free.

Nancy Hamman commented that this should not reflect on other agencies. Ms. Foidl commented that he stated that they did not have any other pay scale put together for temporary licenses.

Noel Dentner questioned how often Environmental health inspects the centers. Ms. Foidl stated twice a year.

Aaron Simonton commented that he spoke with Dr. Rebecca Head, Director of the Monroe County Health Department over this issue and it is his understanding that due to the reduction in the State and County funding they established a fee structure for all 501 C (3) non-profits. The fees will generate \$18,000 this year for the health department. His objection to them is that they are charging the churches and senior centers who are trying to serve needy, hungry people, trying to raise money to do programs and projects that actually save the county hundreds of thousands of dollars. Mr. Simonton understands their structure and has a valid argument with what they need to do; however the objection he has is that the county is shifting this fee onto the senior millage.

Paul Iacoangeli commented that they had the fire department's kitchen inspected for a fund-raiser and was charged \$85.00, which they were never charged in the past.

The Commission decided to approach the County Board of Commissioner with this issue in writing and physically along with the agencies.

The Commission requested Ms. Hamad to gather information and draft a letter to the County Board of Commissioners to bring back to the board for their review at the next regular meeting in May. Ms. Hamad will obtain the following information:

- What is the total revenue generated from these license fees
- How many non-profits are paying \$85.00 for an inspection
- Is every non-profit that is obtaining a license paying the \$85.00 per inspection

If the answer is yes, to every non-profit paying the \$85.00 per inspection, then why are they charging LIFE \$405.00 per large center, \$280 per small center, and the senior centers being charged \$405.00?

Ms. Hamad received communication from Aaron Simonton regarding Specialized Transportation at MCOP. On the first issue, based on his knowledge through the Monroe Cancer Connection, seniors are being refused transportation if they do not have the ability to pay. If they pay the expense through the Cancer Connection, then they have been transporting the clients.

Aaron Simonton commented that this is not an attack on the Monroe County Opportunity Program medical transportation, or the Health Van. All have a system structure setup and this is a gap in that system. It is impossible to provide transportation inexpensively and he is saying that there is a unique group of people that have some needs that cannot be met through the current system. Ms. Simonton is requesting the Commissions' consideration to Cancer Connection to help provide that need.

Stephanie Kasprzak commented that Monroe County Opportunity Program offers private and a sliding fee scale and would like to setup a meeting with Mr. Simonton regarding transportation. Additionally, Ms. Kasprzak commented that it is not the Monroe County Opportunity Program's policy to turn down those who cannot pay.

Paul Iacoangeli motioned to allocate \$1500.00 the Monroe Center Cancer Connection for medical transportation of senior Cancer & Dialysis Treatments with the funds out of the Commissions Special Revenue Reimbursement account with the stipulation that the funds be used only for the specific line items proposed. Transfers from the approved line items are prohibited without the advance written permission of the Commission. Any funds not used in accordance with the Directive of the Commission shall be returned forthwith. Supported by **Noel Dentner**.

Roll Call:

John sledge – Yes

Loyd Sype – Yes

Noel Dentner – Yes

Nancy Hamman – Yes

Martin Kaufman – Yes

Paul Simonton - Abstained

Aleta Jackson – Yes

Paul Iacoangeli – Yes

Motion carried.

Ms. Hamad commented that during the Strategic Planning meetings they have been reviewing the Monroe County Commission on Aging Funding Allocation Rules and Regulations and decided that it needed to be updated with respect to the monthly reports, Commission on Aging Contract for Services and Unit Definition Contract, client cost share recovery, grants and revenue.

2 reads as follows:

Programs and services receiving County Millage Funding must submit monthly and year-end reports showing how millage money is spent. These reports need to be received by the COA no later than the 25th of the next month in which they are due. Agencies receiving millage dollars must provide a financial accounting of the millage dollars and program income generated by those dollars. Programmatic reports must show number of units and clients served as well as the program income generated.

New items added to the rules and Regulations:

6 reads as follows:

Agencies receiving millage dollars must sign annually the Commission on Aging Contract for Services and Unit Definition Contract.

7 reads as follows

Programs receiving millage funding must have a plan to recover cost share from the clients they serve.

19 reads as follows:

Providers must continue to work on flexibility and innovation in programs and budgeting in order to maintain the most competitive per unit cost of the service without compromising service quality. Providers must continue to look for additional sources of grants and revenue as funding streams become diminished or exhausted.

Ms. Hamad read the DRAFT Proposed Commission on Aging Disclaimer Statement that the Commission would require anyone that does newsletters or any other type of publication and is using the County logo or the Commission on Aging name. Since the Commission is a governmental agency providing funds, and sometimes there are political or religious views that are attached to newsletter and other publications, the disclaimer would protect the Commission from being subjected to the assumption of supporting such views or comments in the publication. The Proposed Commission on Aging Disclaimer Statement reads as follows:

Views and comments expressed in this newsletter are not necessarily the views and comments of the Monroe County Commission on Aging. The Monroe County Commission on Aging is a governmental agency, which funds community senior programming through millage dollars.

Noel Dentner motioned to accept the DRAFT Proposed Commission on Aging Disclaimer Statement as presented. Supported by Paul Simonton. **Motion carried.**

Ms. Hamad read through the list of cuts approved at the March 31, 2006 AAA 1-B Board of Directors meeting. Monroe County Senior Legal Services is projected to receive an additional 30% cut in fiscal year 2007. Older Adult Counseling funding will be eliminated in 2007. Ms. Hamad also read through a list of established funding priorities that the AAA 1-B uses when funds get cut. The emphasis in priority is placed on access and in-home services with community services rounding out the bottom of the list. The Commission discussed their concerns regarding that issue along with some provider comment from the audience. The commission has asked the director to work with the agency directors to draft a statement to be read to AAA 1-B during their Area Plan Hearing on June 1st.

Nancy Hamman motioned to have Ms. Hamad meet with the senior center directors and several of the other providers to generate a letter of support from the Commission on Aging to the show the agencies

disregards for the cuts in community services in the Area Agency on Aging 1-B multi-year plan. Supported By Noel Dentner. **Motion carried.**

For complete report, please see attached.

Unfinished Business:

A. Strategic Planning Committee Report of April 06, 2006

Mr. Iacoangeli reported that Alysia Dozier is still working on the statistical analysis for the blue print.

Ms. Hamad reported that the Grant Writing Training was well attended and very beneficial to all that attended and Karen Glaser, instructor, from Lenawee County was excellent.

B. Living Independence for Everyone Leftover Funds Request

At last months meeting, the Commission requested Ms. Foidl to return the unspent funds from fiscal year 2005 and then put in a requested to be placed on the next regular meeting agenda to request additional funds needed to finish paying for installation and set up costs of the computers.

Ms. Foidl did as the Commission requested, and requested an additional \$1702.95 need to finish paying for installation and set up costs of the computers.

Paul Simonton motioned to grant the Living Independence for Everyone request of \$1702.95 with the funds out of Special Revenue Reimbursement account with the stipulation that the funds be used only for the specific line items proposed. Transfers from the approved line items are prohibited without the advance written permission of the Commission. Any funds not used in accordance with the Directive of the Commission shall be returned forthwith. Supported by Noel Dentner.

Roll Call:

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

Motion carried.

C. Indirect Cost Allocation Plan Discussion:

Paul Simonton reported that he and Ms. Terrasi have measured the area that the Commission on Aging staff occupies in the Stoner-Kemmerling Building, which measures approximately 1559 square feet. Mr. Simonton reiterated that the concern is the \$38,607 that the Commission is paying the county for indirect services, which is based on the square footage the staff is utilizing in the building. It does appear that the total square foot is accurate, however he still is having difficulty in determining what is the breakdown of the \$38,607 by square foot. Mr. Simonton reported that he anticipates that the indirect cost will increase next year so there does not appear to be any cap to this and it is just going to escalate for no rhyme or reason and would like to see a breakdown of the square foot in each particular cost so that the Commission can make a determination as to where they need to go with this issue.

Paul Simonton motion to direct Ms. Hamad to write a letter to request the Chief Financial Officer, Charles Londo to provide the a breakdown of cost of all the items the Commission is being charged for this includes the square foot of the building. Supported Noel Dentner. **Motion carried.**

D. Non-Compliant Reporting Agencies:

Ms. Hamad reported that there are no agencies this month that are not in compliance with their reports.

Paul Iacoangeli commented that he and Ms. Terrasi previously discussed adding a footnote that would appear at the bottom of the Approval to Release Non-Compliance Disbursement notice. The footnote would state as follows:

Your agency's _____ () instance for failure to provide the _____ 2006 Programmatic and/or Operational/Financial Monthly Reports by the 25th of the next month

resulted in a twenty-five (25) percent reduction of the _____ (___) percent reduction from the Invoice/Billing Statement/or Monthly Allocation. The reduction is calculated on the greater of the two amounts and shall be returned to the Commission on Aging General Fund unless appealed.

The Commission re-reviewed and revised the Non-Compliance with Funding Allocation Rules and Regulations in addition to the added footnote to make it more comprehensive.

Paul Simonton motioned to accept the Non-Compliance with Funding Allocation Rules and Regulations with the revisions made. Supported by Nancy Hamman. **Motion carried.**

New Business:

A. Alzheimer's Demonstration Grant Match Request:

Ms. Hamad presented a request on behalf of Frenchtown Senior Center for match to a grant being submitted to the Department of Community Health to fund an Alzheimer's Demonstration Pilot. The amount of match required would be \$62,500 over the next three budget years. The total amount of the grant from DCH would be \$181,250 for 29 months beginning May 2006. The commission discussed their concerns regarding the amount of funds being requested without a formal written letter. Ms. Hamad apologized that a formal letter was not written, as it was an oversight due to the short time frame in which the grant was due and the rush to get letters of support from key stakeholders in the community. Paul Simonton questioned the sustainability of the grant after the 29-month period. Ms. Hamad commented that the grant narrative addresses potential sustaining funds beyond the life of the grant. This sustainability could change during the initial grant period though. Mr. Simonton expressed his concern about supporting an application without ample time to read the material and see the full application. Ms. Hamad commented that due to the competitive nature and time line to complete the application that a full application was not given to commission and that the application was being worked on up to the last minute of submission.

Loyd Sype motioned to match the grant to Frenchtown Senior Center up to \$62,500 for a 29-month period, seconded by Paul Iacoangeli.

Roll Call:

Noel Dentner – No	Nancy Hamman – Yes	Marty Kaufman – Yes
Paul Simonton – No	Aleta Jackson – Yes	Paul Iacoangeli – Yes
John Sledge – No	Loyd Sype – Yes	

Motion carried 5 to 3

B. Faith In Action for Monroe County Staffing Request:

Nancy Young requested an additional \$6,636.00 for a part time staff person from June 1, 2006 to December 31, 2006. Ms. Young commented that every attempt will be made to secure funding in 2007, and will include writing grants for this position.

The Commission discussed the request and decided to grant the request to the Faith In Action of Monroe County for part time staffing.

Noel Dentner motioned to grant the additional \$6,636 to Faith In Action of Monroe County for part time staffing. Supported by Aleta Jackson.

Roll Call:

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

Motion carried.

C. Norman Towers Housing Pilot Project:

Sandy Rooyakkers and Farrukh Moghul from Norman Towers presented their request for support to engage in conversation with the Michigan State Housing Development Authority and Michigan Department of Community Health MI Choice Medicaid Waiver Program to partner their resources with Norman Towers to give seniors options for housing in lieu of nursing home placement. This partnership would allow seniors eligible for Medicaid the ability to live in a supportive housing environment, have community based services, and have a subsidized, rent controlled environment.

Motion by Noel Dentner, supported by Nancy Hamman to have Ms. Hamad compose a letter supporting their initiative to partner with MSHDA and MI Choice. **Motion Carried.**

D. Monroe County Health Department Non-Compliance Appeal:

Connie Harvell, Nursing Supervisor, and Fran Toth, Diabetic Educator, Monroe County Health Department, presented a requested for the Commission to consider removing the penalty for the January 2006 report submission with the understanding that future reports will meet the Commissions on Aging deadlines. They have had several staffing changes and they are working diligently to assure that their internal procedures are sufficient to meet external standards applied to the Diabetic Education Program.

The Commission discussed the Monroe County Health Departments appeal and decided to approve the request to remove the penalty and release the withheld funds to the Monroe County Health Department Diabetic Education Program.

Paul Iacoangeli motioned to release the withheld funds of \$3,675.75 for the January 2006 invoice and to release the penalty of \$94.25 due to the fact that there was some confusion to the set up of the Noncompliance with funding allocation rules and regulations policy. Supported by Paul Simonton. **Motion carried with one (1) no.**

Ms. Terrasi reported that Catholic Charities of Monroe County was in Non-compliance on the January reports as well, however did not and has not contacted our office to request an appeal.

Aleta Jackson motioned to release the withheld funds of \$2,881.00 for the January 2006 invoice less the twenty-five (25) percent reduction of the ten (10) percent reduction from their Invoice/Billing Statement/or Monthly Allocation, which in there case is the monthly allocation that amounts to \$432.50 and be returned to the Commission on Aging General Fund. Supported by John Sledge.

Roll Call:

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

Motion carried.

Public Time:

Larry VanWasshenova thanked the Commission for providing the agencies with the Grant Writing Training.

Adjournment:

Motion to adjourn by Paul Iacoangeli, supported by Nancy Hamman. Motion carried. Meeting adjourned at 3:55 p.m.

The next regular board meeting will be held on Wednesday, May 10, 2006 at 1:00 p.m. at the Bedford Senior Center, 1653 Samaria, Temperance, MI 48182

Vicky L. Terrasi

Vicky L. Terrasi, Recording Secretary

Director's Report
Dundee Senior Center
1 p.m.
April 12, 2006

1. On March 17, 2006, I attended the State Plan Hearing in Dearborn. The hearing was to gain input from the public on items that the State should consider in planning for services in the upcoming years 2007-2009. The biggest issues noted were access to services and the hardship the loss of Senior Center Staffing has created in the State.
2. Enclosed in your packet are two communications from Aaron Simonton regarding Specialized Transportation at MCOP and the Monroe County Health Department. On the first issue, based on his knowledge through the Monroe Cancer Connection, seniors are being refused transportation if they do not have the ability to pay. If they pay the expense through the Cancer Connection, then they have been transporting the clients.
On the Second issue, Monroe Center received a bill this year for \$405 for the renewal of their food service license. This is the first time they have ever been billed for this license. Based on conversations with Environmental Health only \$25.00 of that expense is required by the state, the balance is going to the County. Potentially, the county stands to make several thousand dollars from our agencies served by the millage.
3. Enclosed also in your packet is a draft disclaimer statement that the planning committee has reviewed. This disclaimer statement is being proposed due to the nature of some of the materials being placed in newsletters and publications of our funded agencies, which may create a public perception of county endorsement of their views. Also, the committee reviewed the Funding Allocation Rules and Regulations policy and made recommendations to tighten up the reporting requirements, need for contracting annually and the need to seek additional sources of revenue.
4. At March meeting of the AAA 1-B, the Board of Director's made the difficult decision of approving funding cuts for the current year and the proposal of more cuts for next year beginning in October, 2006. Current cuts imposed are to Monroe County Senior Legal Services in the amount of \$2,846 for 2006 with an additional cut for 2007 of 30%. Frenchtown Friendship Club will also be cut \$2,734 for 2006. Older Adult Counseling funding for next year will be eliminated. These cuts are due to losses in State and Federal funding as well as Blue Cross Escheats dollars.