

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  
May 10, 2006  
Bedford Senior Citizens Center

Chairman Martin Kaufman called the meeting to order at 1:03 p.m.

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

**Member's excused:** Vicky Terrasi

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

**Approval of the Agenda:**

Noel Dentner motioned to approve the May 10, 2006 agenda as presented. Supported by Nancy Hamman. **Motion carried.**

**Guests Present:** Nancy Young, Director, Faith In Action of Monroe County, Stephanie Kasprzak, Interim Director, Monroe County Opportunity Program, Cheri Boron, Executive Secretary, Living Independence for Everyone, Larry VanWasshenova, Executive Director, Monroe County Senior Legal Services, Carol Austerberry, Director Environmental Health, Monroe County Health Department, Bridget Kyser, Client Services Coordinator, Caring Alternatives, Inc., Barbara Mazur, Executive Director, Frenchtown Senior Center, Pam Rybka, Executive Director, Bedford Senior Center, Diane Tackett, Director of Resource Advocacy and Home Chore, MCOP, Janet Crego, Director of Home Care, MCOP and Floreine Mentel, County Commissioner.

**Public Time/Bedford Senior Citizen Center:**

Pam Rybka welcomed the Commission on Aging, guests and visitors to the center.

Ms. Rybka also commented that the center is working on a needs assessment and on the amount of activities occurring at the center all the time making space there at the center at a premium.

Barb Mazur thanked the commission for their support at the last meeting for the application she made last month for the Alzheimer's Demonstration grant. She apologized for not making the meeting due to being held up gaining signatures from others for the application. She has not heard anything on the application to date.

Approval of the Regular Commission Meeting Minutes of April 12, 2006.

Motion made by Loyd Sype, supported by Noel Dentner to approve the regular commission minutes of April 12, 2006 as corrected. **Motion carried.**

**Approval of the Financial Statements:**

The commission discussed at length their concerns regarding the counseling service provision being done by Catholic Charities. Ms. Hamad commented that she shares their concerns and is researching further the amount of service being done.

The financial reports were presented. Motion to accept and place on file by Mike Pasko, supported by Nancy Hamman. **Motion carried.**

#### **Commission Members Report:**

John Sledge commented that Commissioner Mell is slated to have further surgery for his cancer.

Loyd Sype voiced that sometimes the commission has to say no at times when being asked for funds and that the agencies don't have to be nasty about it.

Mike Pasko commented that the Joe Green award went Charlie Manley from Bedford; the Relay for Life Luminary Service will be May 24 starting at 9 p.m., and the lunch at the center today was very good.

Nancy Hamman invited everyone to participate in the Relay for Life Event. The first lap is for survivors and she will be walking the first lap as a survivor.

Paul Simonton commented that we should send a card to Tom Mell. Aleta Jackson will send on behalf of the commission.

Aleta Jackson brought a card for Vicky to pass around.

Noel Dentner commented that the Dundee Center is having a big rummage sale and dinner in May.

Paul Iacoangeli noticed that Monroe Center is participating in recycling at the center as a fundraiser, and inquired whether anyone else is doing it.

Marty Kaufman commented that the Chair must recognize the public before addressing the board.

#### **Correspondence:**

The list of correspondence was read.

#### **Directors Report:**

Ms. Hamad directed everyone to the Monroe Aging Blueprint Kick-off, May 11, 2006 at 9 a.m. at the Frenchtown Senior Center. The Kick-off will be an opportunity to introduce everyone participating in the blueprint as well as current funders of the project. It is also an opportunity to gain additional members of the public who would like to participate in each of the workgroups. Mike Pasko inquired the charge of the Quality of Life committee.

On June 1, 2006, the AAA 1-B will hold their Plan Hearing. The commission directed ms. Hamad last month to get with the directors to form a testimony expressing their concerns on the funding priorities. Ms. Hamad will seek their input for a meeting on that topic at the May 12, 2006 director's meeting.

Ms. Hamad presented to the Strategic planning committee last month a plan to bring Vicky Terrasi back to full time and potentially hire a part time clerk. Mike Pasko inquired whether another intern is an option. Ms. Hamad needs to further inquire whether we can get another student for the fall. Mike Pasko inquired of using an RSVP volunteer. Ms. Hamad commented that the office requires a need for continuity of staff, however Ms. Hamad will look into it. Paul Simonton commented that we should look at other colleges and universities for interns and look at our staffing as a part of the blueprint. Ms. Hamad unfortunately has not received the point factoring back from the county in order to evaluate the finances of these two positions. Ms. Hamad also commented that she had inquired of the planning committee whether we are doing the work that we should be doing in the community; they have indicated that we are in future planning for aging services.

Nancy Hamman commented that we need to return Vicky Terrasi back to full time as a priority. Motion by Nancy Hamman, supported by Noel Dentner to support the return of the administrative assistant position back to full time.

Paul Simonton commented on where the funding comes from to fund the positions. He cautioned that this is where the danger comes from when you give time and positions up. Noel Dentner commented that everyone should contact their commissioner and ask them to discuss this with Mr. Londo.

Motion rescinded by Nancy Hamman and Noel Dentner due the need for the full financial impact of these positions before going forward.

Ms. Hamad commented that she believes the issue stemming from why this has been so contentious in the past with the county is due to how they have always viewed the director's position as a professional and not as a management position due to the staffing size of the department.

For complete report, please see attached.

#### **Unfinished Business:**

##### **A. Strategic Planning Committee Report of May 4, 2006**

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

Ms. Hamad commented that she made a change on the 2007 budget spreadsheets to include total health costs associated with each position. Ms. Hamad commented that she would be in servicing the directors at the May 12, 2006 directors meeting on the budget documents and policies in order to streamline the process. Chairman Kaufman inquired how many of the commission members had Internet to use as an alternative to sending out commission packets and documents.

##### **B. Monroe County Health Department Food License Fee Discussion**

As a continuation of last month's discussion on the licensing fees, Ms. Hamad invited Ms. Carol Austerberry to present on behalf of the health department. Ms. Austerberry presented a schedule of establishments that are required by the state to be inspected. The definitions provided by the State are very confusing and do not allow for a lot of deviation. Paul Simonton discussed the fact that the fee scheduling is based on the number of seats at the centers and that many of the centers do not fill all of the seats daily during their meals. The health department does have the ability to waive \$21 of the fee for 501© 3 non-profits. Ms. Austerberry stated that there is much more that goes on behind the scenes in preparation for inspections, new kitchens proposals and changes in food preparations in order to make sure there is a proper chain of safe food preparation. There is also a great deal of education that goes on during the inspection. After a number of calls, the staff sat down and reviewed the charges that were charged to the centers and several will be rebated and much more consideration will be made in looking at each food setting in the future. The commission was very pleased and appreciative of the environmental health's quick response to the commission's concerns as well as the center's.

##### **C. Indirect Cost Allocation Plan Discussion:**

Ms. Hamad was directed at the April meeting to gain the full cost of the operation of the building on which our individual costs are being charged. Ms. Hamad requested that information of Mr. Londo and has been supplied for today's meeting. Mr. Londo supplied the full cost detail for the operation of the Stoner-Kemmerling building, which is charged out of the 101-672 operations account. Ms. Hamad provided information on the 280-970 Senior Citizens account which shows charges that pertains to operations out of the 101-672 account and those which pertain to the administration of the programs out of the 280-970 senior citizens account. Some charges are made out of both accounts. The other issue is that we are dealing with a study that is two years old and we will not actually realize the expenses we have today for another two years. Ms. Hamad commented that she and Ms. Terrasi had looked a space outside of the county to potentially rent. At this time, the savings would be marginal due to the need to contract back to the county for many of the services that we would still need from them, however we may want to revisit this option in the future.

##### **D. Non-Compliant Reporting Agencies:**

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

The Commission re-reviewed the revised Non-Compliance with Funding Allocation Rules and Regulations in addition to the added footnote, which has been changed to reflect last month's comments

Ms. Hamad mentioned that the county has now required a complete count of units served with the millage dollars as documentation to the state auditors for the county audit.

#### **New Business:**

**A. AAA 1-B Match Letter Requests**

Ms. Hamad presented the match requests that were received by the office for AAA 1-B match: Frenchtown Seniors requesting 20% match for Adult Day Care; Deaf and Hearing Impaired requesting letter of support; MCOP requesting 20% match for chore, resource advocacy, and home injury control; Monroe County Senior Legal Services requesting 20% match; Caring Alternatives is requesting 20% match for elder abuse program and 10% match for grandparents raising grandchildren; and Faith In Action for Monroe County is requesting a 20% match.

Motion by Mike Pasko to fund the required local match for the above stated 2006-2007 AAA 1-B awarded grants, supported by Aleta Jackson.

**Roll Call:**

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

**Motion Carried.**

**B. Discussion of Concerns Regarding board Actions Taken from Last Meeting**

Paul Simonton submitted a letter to the director outlining his concerns from the last meeting. The letter has been forwarded to everyone for review. Mr. Simonton is concerned that the commission has violated its own policies and procedures and made a motion to form a subcommittee to look at itemized issues disclosed in the letter. **Motion failed due to lack of second.**

Chairman Marty Kaufman felt that we should begin the discussion in the open meeting.

Mike Pasko inquired of specifics regarding the letter.

Aleta Jackson commented that we should take each item and have Mr. Simonton explain his issue within the statement. Mr. Simonton commented on the first item that he has seen a number of agency directors told to go back and fill out the right paperwork and come back in order to receive funding. At last months meeting, a request for funds was asked for without a cover letter or representation by the agency, while at the same time being cautioned by the Chair on previous action for \$1,500.00 for transportation that could be requested for ongoing support. Mr. Simonton felt that no other agency that would have behaved in that manner would have gotten a vote on their request. His feeling was since the Chair is on the Board of Directors of that agency, the agency was allowed to by pass protocol in order to get the request through. Mr. Simonton commented that there is a letter from the attorney that states we should avoid potential conflicts. Mr. Kaufman inquired what he felt the conflict was. Mr. Simonton feels that board members have influence over their directors and essentially is the same conflict that precluded Aaron from sitting on the Commission on Aging. Mr. Simonton feels that Mr. Kaufman should step down from the Frenchtown Senior Board in order to dispel any perception of favoritism. Mr. Kaufman questioned Mr. Simonton whether felt that a person holding a non-compensated seat on a board of directors is the same as a compensated employee of an agency receiving county millage dollars holding a seat on the commission? Mr. Simonton stated that a board member has the same influence over the money at the board level as it comes in from the millage. Mr. Simonton commented that Mike Pasko is also acting on behalf of a commissioner outside of his geographic area. Mr. Kaufman stated that he has always wondered whether it's okay for a member of the commission to serve on a funded agencies executive board and whether he/she should vote on their requests. Mr. Kaufman stated that if the commission does not feel that it's okay, we need to have a policy on it. Paul Iacoangeli commented that the planning committee has been working on and discussing many of these issues and is slated to bring a by-law revision to the commission next month on the districting issue. Mike Pasko stated that his districting issue will be a moot point at the end of the year due to his commissioner not running in the next election. Loyd Sype thanked Paul Simonton for bring this issue directly to the board for discussion. Loyd Sype made the motion that if a member of the commission sits on an agency board of directors, then they must abstain from votes pertaining to the agency that they are on the board of directors of, supported by Mike Pasko. Nancy Hamman commented that the letter should be discussed further at the planning committee

level. Mr. Kaufman invited Mr. Simonton to attend our next planning meeting to express his ideas on these policies.

Motion by Paul Iacoangeli to postpone this vote until June 14, 2006 until our planning committee has had an opportunity to discuss this further, supported by Paul Simonton. **Motion Carried.**

Paul Simonton will write a cover letter itemizing his concerns and suggested remedy before the next meeting.

**Public Time:**

Floreine Mentel commented that Frenchtown does have recycling in the township. WWJ radio station has been running commercials regarding Medicaid and that Michigan does not participate in estate recovery. Ms. Mentel is also concerned about the several thousand persons in the county who have not enrolled in Medicare D and Monday, May 15<sup>th</sup> in the deadline.

Barb Mazur commented that the notice of the grant occurred in March and not months before as implied, and that she had an active role in the writing of the grant application. She stated that her board was fully aware of the application, there was a three-week turnaround for the application, and thought that the commission was in favor of the agencies seeking other new pots of funding.

Diane Tackett commented that they are participating in a Medicare D enrollment blitz tonight at Dundee Senior Center beginning at 6 p.m.

Nancy Young inquired whether a letter requesting funds is always required when requesting commission funds since the commission acting outside of a formal request for funding last meeting. Marty Kaufman stated that the commission acted out of order in that matter as well as other items from that meeting. Paul Iacoangeli stated that he felt that this issue was a stopgap and should be addressed further in our planning efforts. Noel Dentner stated that the commission took action because it was an emergency.

Larry VanWasshenova commented that consideration should be given for short turn around on grant applications.

**Adjournment:**

Motion to adjourn by Noel Dentner, supported by Paul Simonton. Motion carried. Meeting adjourned at 3:27 p.m.

The next regular board meeting will be held on Wednesday, June 14, 2006 at 1:00 p.m. at the RSVP Conference Room, 1623 West Sterns, Temperance.

*Terri L. Hamad*

Terri L. Hamad, Recording Secretary

Director's Report  
May 10, 2006  
Bedford Senior Center

1. Enclosed please find the Monroe Aging Blueprint Kick-Off Flyer in your packet. The Kick-Off will be May 11, 2006 at 9 a.m. at Frenchtown Senior Center. On June 1, 2006 the AAA 1-B will hold their Public Hearing on their Area Plan. At last month's meeting the Commission, directed me to address the AAA 1-B on the loss of Senior Center Staffing and Agency priorities on behalf of our agencies. I will be addressing these issues with the director's at our next director's meeting May 12<sup>th</sup>.