

Terri L. Hamad
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Monroe County Commission on Aging

Board Members

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Paul Simonton

Monroe County Commission on Aging
Regular Board Meeting Minutes
June 10, 2009
Bedford Senior Citizens Center

John Sledge

Gerald Stone

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

Members present: Noel Dentner, Bruce Freimark, Nancy Hamman, Aleta Jackson, Martin Kaufman, Paul Simonton, John Sledge Jr., and Gerald Stone.

Members excused:

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

Approval of the Agenda:

Nancy Hamman made a motion to approve the June 10, 2009 agenda as presented. Supported by Noel Dentner. **Motion carried.**

Guests Present: Larry VanWasshenova, Director, Monroe County Senior Legal Services; Diane Tackett, Director of Senior Services, Monroe County Opportunity Program; Shara Pullou, Care Manager, Area Agency on Aging 1-B; Barbara Mazur, Executive Director, Frenchtown Senior Center; Aaron Simonton, Executive Director, Monroe Center for Healthy Aging; Pamela Rybka, Director, Bedford Senior Center; Alan and Frankie Foidl, Executive Director, Living Independence for Everyone; and Mike Nelson, Owner, Home Instead Senior Care.

Public Time/Time for Bedford Seniors:

Pam Rybka announced that the center has coupons for Project FRESH again this year. The first distribution will take place on June 15, 2009 from 11:00 a.m. to 1:00 p.m. at the Monroe Center for Healthy Aging. In addition, the Strawberry Festival will be on June 13, 2009 from 10:00 a.m. to 2:00 p.m. at the Bedford center.

Approval of the Commission on Aging Regular Meeting Minutes of May 13, 2009.

Noel Dentner made a motion to approve the Commission on Aging Regular Minutes of May 13, 2009 as corrected. Supported by Aleta Jackson. **Motion carried.**

Approval of the Final Financial Statements of May 2009:

Ms. Hamad presented the May 2009 Financial Reports. Nancy Hamman made a motion to accept and place on file the May 2009 Financial Reports. Supported by Bruce Freimark. **Motion carried.**

Ms. Hamad presented and reported on the 280 Senior Citizens revised budget based on losses of revenue for 2009. The commission received \$100,000.00 less revenue than planned as well as a \$100,000.00 drop in the audited fund balance carryover. Ms. Hamad requested the commission's consideration to approve the revised budget that reduces the Restricted Contingency from \$150,000.00 to \$50,000.00 to adjust for the loss of revenues.



Noel Dentner made a motion to adopt the revised 280 Senior Citizens budget for fiscal year 2009. Supported by Aleta Jackson.

Roll call:

Aleta Jackson – Yes
John Sledge – Yes
Paul Simonton – Yes

Gerald Stone – Yes
Martin Kaufman – Yes
Bruce Freimark - Yes

Noel Dentner – Yes
Nancy Hamman – Yes

Motion carried.

Commission Members' Report:

Paul Simonton reported on the recent ramp they put up in Petersburg and mentioned that they are hoping to get two more ramps up soon.

Aleta Jackson commented that she is proud to be a senior this month. During the search of Nevaeh Buchanan, she saw seniors in walkers that came to volunteer. In talking to them, she knew that they were clients of the commission who just wanted to give back to the community.

Correspondence:

The Commission reviewed the list of correspondence.

Director's Report:

Ms. Hamad distributed two flyers. The first is for Friday, June 12, 2009 Older Michiganians Rally event at the Monroe Center for Healthy Aging from 1:00 p.m. to 3:30 p.m. The second flyer has the Legislator's phone numbers for those who cannot attend the event on Friday or go to Lansing on June 24, 2009. In addition, Ms. Hamad reported on the State budget cuts, which will be reflected in the Area Agency on Aging 1-B budget beginning in October 2009. The cuts they are facing are significantly high – 15%.

Unfinished Business:

A. Strategic Planning Committee Reports of June 4, 2009:

Noel Dentner reported that the committee reviewed and discussed the following items:

- The 2009 revised operating budget that is on the agenda for board approval.
- State budget cuts. Any of our agencies that receive funds from Area Agency on Aging 1-B could be facing a 15% decrease.
- Reviewed changes to the Mission Statement, as well as a proposed Vision Statement and the Core Value Statement that are all on the agenda for approval.
- Reviewed a board member description that provides the commissioner's guidelines for when they appoint a new board member.
- Discussed the importance of the Blueprint since it will be our guideline for the commission in the future, and all the members need to participate in those committees.

B. Monroe County Senior Legal Services Update:

Larry VanWasshenova commented that they are working through the RFP, which is working well.

Mr. VanWasshenova commented that they looked through the RFP and found eight things that would be a problem for them if they were granted the RFP in 2010.

- Limits request to \$125,000.00 per year:
Mr. VanWasshenova commented that this is half of what they currently receive. This would not allow the successful bidder to serve the same number of clients and matters that they currently do. In addition, one attorney would not be adequate to serve the needs of seniors in the area.
- The current RFP indicates that the contractor must assist approximately 1100 clients or roughly 2400 hours annually:



Mr. VanWasshenova suggested increasing the assisted clients to 1500 because a couple of years ago they served around 1400. It seems that the commission would want to put the maximum amount and feels there is no down side in placing this number at the highest reasonable number. The 2400 hours is also half of what they provide and suggested increasing it as well.

- “The firm shall provide the director with monthly financial reports”:

The current module only allows them to track Intakes and Registration hours. Mr. VanWasshenova suggested that modifications be made to the module that would allow them to enter time spent or hours worked on a case that could also be reported.

- “All files shall remain the property of the Monroe County Commission on Aging”:

Mr. VanWasshenova commented that generally, all client files are considered the property of the client.

- Proposal Submittal:

Mr. VanWasshenova commented that it would be helpful for any potential bidders if the commission did a “Mandatory Application Workshop” where all bidders are told the process and be allowed to ask questions. This would avoid any confusion and provide a clear understanding on the part of all applicants of what is being requested by the Commission on Aging.

- The RFP indicates that the proposals and attached documents shall be emailed to Terri but it also states that 12 copies shall also be submitted:

Mr. VanWasshenova commented that if things are going to be done electronically they either email each board member a copy as well or have Terri review it first then send it on to each board member to save on paper.

- Audited Financial Statements:

Mr. VanWasshenova indicated that requiring audited financial statements would eliminate private firms because they usually do not have audits done.

- Cost Sharing Sheet:

Mr. VanWasshenova commented that the current RFP indicates that anyone over 200% of poverty, regardless of income can be served and his question is “What do they pay”? In addition, would the commission like them to serve everyone in the county and charge them or do what they currently do--not serve anyone over the 200% of poverty guideline other then provide them with a consultation.

Chairman Kaufman commented that sometimes you give consultations, not because of any concern about fees, but it is just not something that your agency handles. On the other hand, it could be something the agency could not do because of the time involved. Money should not be a limiting or non-limiting factor when there are many other considerations as well as discretionary decisions.

Mr. VanWasshenova commented that the fee is a limiting factor for them; however, they will provide an initial consultation regardless of income, but their agency does not go beyond that initial consultation if they are over 200% of the poverty level.

Paul Simonton commented that this is not an update on how senior legal services is doing, this is a critique of the RFP with suggestions that they think should be changed. Mr. Simonton hoped that an update on how far they have gone moving towards fee-for-service, how much program income they received year-to-date, and how many cases they open year-to-date was going to be given at this meeting.

Mr. Simonton questioned how much program income have they collected from the clients year-to-date.



Mr. VanWasshenova commented that he presented that information last month and does not have that information with him this month. He could present that information at next month's meeting. He thought that at this meeting the commission would work on the revised RFP, and it would be timely to give the commission some thoughts on the RFP since it will be issued shortly. Not much has changed in the last couple of months.

- Units of Service:

Mr. VanWasshenova commented that there is nothing noted in the RFP regarding visits to outreach sites, which they currently do and consider valuable and suggested the commission include it in the RFP.

Mr. VanWasshenova commented that everything is going about the same as last month and nothing dramatically has happened.

Aleta Jackson questioned how many clients if any have been turned away because of the 200%.

Mr. VanWasshenova replied approximately five per month.

Paul Simonton commented that they need to be careful because the 200% guideline does not exclude them from service. It may exclude them from representation, but they are still entitled to service. Services could be talking with them to figure out what their particular problem is and give them referrals to someone else. He does not see anywhere in the RFP that an individual is entitled to representation--it says that they are entitled to services.

Aleta Jackson questioned if everyone at legal services understands the difference between entitled to representation vs. entitled to services as the commission does.

Mr. VanWasshenova commented that the agency as well as himself, might not understand those differences.

Ms. Jackson commented that this is obviously a big hole in our situation here and if we cannot come together on that thought there is no point in going any farther.

Chairman Kaufman commented that the commission asked senior legal services to gather information from potential client's income and they have been sending out a form to obtain that information. However, they are having problems with the client's filling it out and/or not returning the form. What senior legal services is trying to do is have that information when the client walks in the door. That should not prejudice senior legal services first consultation with the client, because everyone who pays this millage has the right to expect something. Mr. Kaufman's concern is that they are confusing the area of setting priorities of whom and how they serve people with the whole idea of income.

Mr. Simonton commented that he hears Mr. VanWasshenova saying that they should serve people regardless of income, which brought it to this point in the first place. Mr. Simonton believes millage monies are for the most social and economical needy persons. He does not think there is ever any room in it to represent someone with a million dollars just because they meet a certain age limit and may be eligible for another source of funding. This may be a philosophical difference, but to him if senior legal services cannot get on board spending the millage money for the needy then he is not interested in getting on board with them. He is opposed to spending the monies in that matter.

Ms. Jackson commented to Mr. Simonton that if a person makes a million dollars this does not mean they cannot receive service. Ms. Jackson feels that the commission thinks one thing and senior legal services is thinking something else.

Mr. VanWasshenova commented that they always provide initial consultations.



Ms. Jackson questioned if that initial consultation involve sitting with the client, looking at their problem and (a.) offering them another solution or (b.) saying this is something the agency can handle - now we take money.

Mr. VanWasshenova replied “yes, and if they are over income guidelines, they do a referral, which is what they would call a solution to their problem.”

Ms. Jackson commented, “As the commission has said many times, every single issue needs to be examined as an individual issue and handled individually.” In addition, she wants to make it clear to Mr. VanWasshenova that everything Mr. Simonton asked that he report on was done so at the next meeting.”

Ms. Jackson asked Mr. VanWasshenova if he felt that when he goes back to the office that he is on board with what the commission is expecting to happen. For example, does the initial consultation involve sitting with the client, looking at their problem and (a) offering them another solution or (b) saying this is something the agency can handle--now we can take money. In addition, does he understand the things Mr. Simonton wants reported.

Chairman Kaufman commented that Ms. Jackson’s concerns are the same as the boards concerns. There may be a philosophical difference. If there is a philosophical difference, lets recognize it, examine it, and get it out in the open.

Mr. VanWasshenova explained their process when a person calls their office. If a person calls their office, they automatically have what he calls “One free bite at the apple” by setting up an appointment. They then send out appointment reminder letter as well as reminding them to bring their cost-sharing sheet with them to the appointment. Then the person comes to the appointment with the anticipation that they brought the cost-sharing sheet with them. Mr. VanWasshenova gave examples of how they handle potential clients.

1. If the matter were a landlord/tenant matter, they would say that they were over income or over assets; they would refer them to a private attorney that could assist them with their matter.
2. If they were over the income guidelines, they would state that they have criteria that the person cannot be over 200% then they would refer that person to a private attorney.
3. If they were not over the 200% guideline, they would tell the person what they could do for them and share with them the cost-share sheet to let them know what it would cost for the service if they represented them.

Mr. VanWasshenova will get the information Mr. Simonton requested and present it at the next meeting in July.

Aleta Jackson commented that with the cost-sharing guidelines in the RFP stating, “Anything over 200% of Poverty adjusted will be \$150.00 per hour” would seem to imply to the ordinary reader that they could still be clients.

Ms. Hamad commented that this is where professional discretion comes in. If a client comes in with a case and their needs cannot be meet by a private attorney, but they are over income and assets that gives the agency the professional discretion to take that case at a higher rate. There have been a number of discussions at length about being able to provide services to everyone but, they each paid a different rate. When the commission funded senior legal services a few months ago, the commission said 200%. Initially the commission was looking at expanding beyond that because there may be cases that would be strictly elder related that a private attorney could not handle and why should those seniors be precluded from being able to access the best service possible for them and be able to contribute to it.

Again, Mr. VanWasshenova commented that he would get the information Mr. Simonton requested for next month’s meeting.



C. Request for Match to Area Agency on Aging 1-B Applications:

• **Monroe County Senior Legal Services:**

Monroe County Senior Legal Services requested the Commission's consideration to use \$6,250.00 of their allocation for match for their proposed budget request submitted to Area Agency on Aging 1-B for fiscal year 2010.

Paul Simonton made a motion to grant the Monroe County Senior Legal Services request for matching dollars for the Area Agency on Aging 1-B grant application up to \$6,250.00 for fiscal year 2010 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 Aleta Jackson.

Roll call:

Martin Kaufman – Yes	Nancy Hamman – Yes	Paul Simonton – Yes
Bruce Freimark - Yes	Aleta Jackson – Yes	Gerald Stone – Yes
Noel Dentner – Yes	John Sledge – Yes	

Motion carried.

• **Frenchtown Friendship Club:**

The Frenchtown Senior Citizens made a formal request to the Commission for matching funds that work in tandem with their Area Agency on Aging 1-B grants for Adult Day Services program for \$21,894.00 for fiscal year 2010.

Nancy Hamman made a motion to grant the request for matching funds for the Frenchtown Senior Citizens for the Adult Day Services program up to \$21,894.00 for fiscal year 2010 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 Gerald Stone.

Roll call:

Paul Simonton – Yes	Bruce Freimark - Yes	Aleta Jackson – Yes
Gerald Stone – Yes	Noel Dentner – Yes	John Sledge – Yes
Martin Kaufman – Yes	Nancy Hamman – Yes	

Motion carried.

• **Monroe County Opportunity Program:**

Monroe County Opportunity Program made a formal request to the Commission for matching funds that work in tandem with their Area Agency on Aging 1-B grant applications for the Home Injury Control (\$3,649), Chore (\$10,424), and Resource Advocacy (\$11,322) for fiscal year 2010.

Bruce Freimark made a motion to grant the request for matching funds for the Monroe County Opportunity Program Home Injury Control (\$3,649), Chore (\$10,424), and Resource Advocacy (\$11,322) for fiscal year 2010 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 Paul Simonton.

Roll call:

Noel Dentner – Yes	John Sledge – Yes	Martin Kaufman – Yes
Nancy Hamman – Yes	Paul Simonton – Yes	Bruce Freimark - Yes
Aleta Jackson – Yes	Gerald Stone – Yes	

Motion carried.



- **Faith In Action for Monroe County:**

Terri Hamad made a formal request in the absence of Nancy Young to the Commission for \$6,000.00 in match funds that work in tandem with her Area Agency on Aging 1-B grant application for fiscal year 2010.

Aleta Jackson made a motion to grant the request for match funds for Faith In Action for Monroe County up to \$6,000 for fiscal year 2010 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:

Nancy Hamman – Yes	Paul Simonton – Yes	Bruce Freimark - Yes
Aleta Jackson – Yes	Gerald Stone – Yes	Noel Dentner – Yes
John Sledge – Yes	Martin Kaufman – Yes	Motion carried.

New Business:

A. Monroe County Opportunity Program Unmet Needs Request:

Monroe County Opportunity Program requested the Commission consideration for additional funds, for \$7,000.00, for the Un-met Emergency Needs program for fiscal year 2010. They have received many requests this year and have all but exhausted their funding for this program. More and more older adults have already reached the Medicare D gap for their medications. They have received many requests for assistance with summer property taxes. The additional funds would help these seniors through the difficult time they are having with medications and taxes.

Aleta Jackson made a motion to grant the Monroe County Opportunity Program the additional \$7,000.00 for the Un-met Emergency Needs program for the remainder of fiscal year 2009 from the commission’s 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 Gerald Stone.

Roll call:

John Sledge – Yes	Martin Kaufman – Yes	Nancy Hamman – Yes
Paul Simonton – Yes	Bruce Freimark - Yes	Aleta Jackson – Yes
Gerald Stone – Yes	Noel Dentner – Yes	

Motion carried.

B. The Monroe Center for Healthy Aging Line Item Transfer Request:

Aaron Simonton requested an additional \$2,357.00 for wages for the accounting clerk position for \$1,250.00 and for the Front Desk receptionist position for \$1,107.00.

Aleta Jackson made a motion to grant the Monroe Center for Healthy Aging the additional \$2,357.00 for the of fiscal year 2009 out of the commission’s 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:

Martin Kaufman – Yes	Nancy Hamman – Yes	Paul Simonton – Abstained
Bruce Freimark - Yes	Aleta Jackson – Yes	Gerald Stone – Yes
Noel Dentner – Yes	John Sledge – Yes	

Motion carried.



C. Monroe County Commission on Aging Drafts for Mission Statement, Vision Statement, and Core Values:

Ms. Hamad requested the commission's consideration to adopt the Monroe County Commission on Aging Mission Statement, Vision Statement, and Core Values drafts as presented.

Noel Dentner made a motion to adopt the Mission Statement, Vision Statement, and Core Values as presented. Supported by Nancy Hamman. **Motion carried.**

D. Monroe County Commission on Aging Draft Board Job Description Approval:

Ms. Hamad requested the commission's consideration to adopt the Monroe County Commission on Aging Board Job Description draft as presented.

Gerald Stone made a motion to adopt the Monroe County Commission on Aging Board Job Description as presented. Supported by Aleta Jackson. **Motion carried.**

Public Time:

Barbara Mazur announced that they are working with the Alzheimer's Association and Medilodge of Monroe Nursing Home to do a Memory Walk next Fall or Spring for Alzheimer's to make everyone more aware of the disease. In addition, the Frenchtown Senior Center along with Medilodge is making a memory quilt together that will travel throughout the county.

Paul Simonton invited all the board members out to the Monroe Center for Healthy Aging Friday, June 12, 2009 between 1:00 p.m. to 3:30 p.m. to show support for the Rally for Older Michigianians. In addition, he asked to keep Loyd Sype in your prayers.

Aaron Simonton encourages everyone to come to the rally on Friday because one of the biggest things they want to get across to our elected officials and others is that the majority of all the older people is not the problem. Older people are the ones making the difference in our communities today. They are the ones who volunteer, go to church, have values, and are the ones who vote. They want to be part of the solution--not just asking for a handout.

Frankie Foidl requested that nutrition be added to the June 24, 2009 Call-In sheet that was distributed to contact the legislators to advocate for home delivered meals. They received a cut in this program this year from State.

Adjournment:

Paul Simonton made a motion to adjourn, supported by Gerald Stone. **Motion carried.** Meeting adjourned at 2:54 p.m.

The next regular board meeting will be held on Wednesday, July 8, 2009 at 1:00 p.m. at the Monroe County Commission on Aging Conference Room, 29 Washington Street, Monroe, MI 48161.

Vicky L. Ferrasi

Vicky L. Ferrasi, Recording Secretary

