

Terri L. Hamad  
Director

## Monroe County Commission on Aging

### Board Members

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Paul Simonton

John Sledge

Monroe County Commission on Aging  
Regular Board Meeting Minutes  
July 08, 2009

Gerald Stone

Monroe County Commission on Aging Conference Room

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.

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

#### **Approval of the Agenda:**

Nancy Hamman made a motion to approve the July 08, 2009 agenda as presented. Supported by Aleta Jackson. **Motion carried.**

**Guests Present:** Larry VanWasshenova, Director, and Jim Petrangelo, Board Member, Monroe County Senior Legal Services; Diane Tackett, Director of Senior Services, Monroe County Opportunity Program; Cheri Boron, Executive Secretary, Living Independence for Everyone; Floreine Mentel, County Commissioner and Area Agency on Aging 1-B Board of Directors; and Mylene Sharp, Owner, Home Instead Senior Care.

#### **Public Time:**

No public addressed the commission at this time.

#### **Approval of the Commission on Aging Regular Meeting Minutes of June 10, 2009.**

Noel Dentner made a motion to approve the Commission on Aging Regular Minutes of June 10, 2009 as corrected. Supported by Gerald Stone. **Motion carried.**

#### **Approval of the Final Financial Statements of June 2009:**

Ms. Hamad presented the June 2009 Financial Reports. Gerald Stone made a motion to accept and place on file the June 2009 Financial Reports. Supported by Aleta Jackson. **Motion carried.**

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

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

Bruce Freimark reported that recently he has spoken with a few of the local Nursing Homes that said they are going to start sending a few of their members to the commission meetings.

Paul Simonton commented that the Senior Source publication is a tremendous resource and uses it in his office. While the publications focal point is on seniors, it also provides the addresses of places that offer other services.

John Sledge reported that he would be distributing the Senior Source publications to Ash and Berlin Township next Monday and Tuesday.

Aleta Jackson commented that she is thrilled with this year's budget hearing schedule.

**Correspondence:**

The Commission reviewed the list of correspondence.

**Director's Report:**

Ms. Hamad presented the Monroe County Commission on Aging 2009 Proposed Budget Calendar for the Commissions' approval.

Paul Simonton made a motion to accept and approve the 2009 Commission on Aging Budget Calendar as presented. Supported by Noel Dentner. **Motion carried.**

Ms. Hamad presented and reviewed with the commission a draft 2010-Estimated Revenue that shows a significant drop in revenue over 2009's collection. Ms. Hamad commented that she is seeing a decrease in revenue not just in levy or interest earnings but also in a combination of all revenue sources collected.

Ms. Hamad never knows how much the commission is going to collect until it is actually collected. Therefore, during the 2010 budget process, the commission needs to be sure there is enough cash flow at the end of 2009 to carry them through January and February of 2010 by making general cuts across the board or by budgeting additional monies into Contingency as was done for this year.

Ms. Hamad provided copies of the Monroe County Commission on Aging Request for Proposals for Professional Audit Services, Monroe County Commission on Aging Request for Proposals for Senior Legal Services, as well as the Community Definition for Legal Services draft as reading materials for the board this month. These documents are going to be items on the August agenda and she hopes to issue them after the meeting.

Additionally, there was a question during the Strategic Planning meeting in regards to all of the commission's service definitions regarding the need to expound on what constitutes a legal Monroe County Resident. Ms. Hamad received a legal opinion from the commission's legal counsel, Jahn Landis, and suggested incorporating some of this information into all of the service definitions to make sure that it is perfectly clear who is to be served with the millage dollars. The legal opinion is reading material as well for the August meeting.

Ms. Hamad provided copies of the County's consultant, Matrix Consulting Group, with comments on our department. They compared us to other counties that have comparable departments such as Berrien, Livingston, Muskegon, Ottawa, and St. Clair. The reviewer was impressed with our strategic plan, Blueprint for Aging, the PeerPlace System, and the Agreed Upon Procedures (AUP) with Plante Moran.

Paul Simonton pointed out that the report validates what the commission has been trying to do-- to convert to a fee-for-service system.

**Unfinished Business:**

**A. Strategic Planning Committee Reports of July 2, 2009:**

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

- The commission is looking at roughly \$260,000 less in 2010 in lost revenue compared to the current year.
- Draft RFP's for legal services and auditing.
- The County Matrix Consultant Study is a professional study that complements the Commission on Aging staff.

- Draft logo for the agency to begin to give the agency an identity in the community.

Ms. Hamad commented that in looking at tough times and looking for resources, people need and recognize agencies by symbols and an identity, even though we are a Monroe County agency. It is blue and green with the tag line “Your Journey Continues Here...” with the idea, that coming to us is not the last stop. Aging is part of the journey that you have in life. It is a part of life itself, and you start aging the minute you are born. The Commission on Aging can help give people a path along their journey. Ms. Hamad would like to have a public unveiling of the logo at a subsequent meeting to kick off our use of the logo so people start to identify us with it.

**B. Monroe County Senior Legal Services Update:**

Larry VanWasshenova provided the following data:

- They have opened 81 cases in June of this year, compared to 96 last year.
- They have closed 35 cases in June of this year, compared to 89 last year.
- They have 169 total active cases open to date.
- They have 119 litigated cases of those 169 active cases to date.
- They referred three individuals to other sources in June because they were over income guidelines.
- They sent out 55 forms in June and received 50 of those back. They are using a new system that seems to be working better.
  - Client calls
  - Senior Legal Services sets them up with an appointment
  - Senior Legal Services sends out the cost share form and ask the client to fill it out and bring it to their appointment.
- They collected \$740.00 in program income for June.

Mr. VanWasshenova provided a breakdown of the poverty level of clients.

- Below 100% of poverty – 46 to 56%
- Between 100%-125% of poverty – 25 to 30%
- Between 125%-150% of poverty – 6 to 9%
- Over 150% of poverty – 5%

They are working with the Monroe County Opportunity Program on how they coordinate their efforts and have one cost share formula that both agencies could use.

- They did 33 outreach cases in June.
- Five conferences were attended in June.

Mr. VanWasshenova will provide an update at the August 12, 2009 meeting.

**New Business:**

**A. Home Instead Senior Care Funds Request:**

Home Instead Senior Care requested the Commission’s consideration for additional funds of \$10,000.00, for the remainder of fiscal year 2009.

Home Instead Senior Care and the Monroe County Opportunity Program work together by referring back and forth seniors wanting services that are having difficulty paying for the service. The funds from the senior millage support seniors that fall between the cracks that could use in-home care services. To date, Home Instead has provided 11,373.28 hours of service.

The agency offers services such as personal care, companionship, home-helper, respite care, light housing keeping, etc. The caregivers are trained to handle continence care and Alzheimer’s as well. Home Instead Senior Care office staff is on call 24 hours a day, seven days a week, to accommodate service requests.

Noel Dentner made a motion to grant the Home Instead Senior Care the additional \$10,000.00 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 Nancy Hamman.

**Roll call:**

Aleta Jackson – Yes

Bruce Freimark - Yes

John Sledge – Yes

Gerald Stone – Yes

Noel Dentner – Yes

Nancy Hamman – Yes

Martin Kaufman – Yes

Paul Simonton – Yes

**Motion carried.**

**Public Time:**

Floreine Mentel addressed the commission regarding the Area Agency on Aging 1-B 2010 applications they received and commented that there will be no increases for 2010. In addition, she commented that the United Way is supporting the youth but are not supporting senior causes.

**Adjournment:**

Paul Simonton made a motion to adjourn, supported by Noel Dentner. **Motion carried.** Meeting adjourned at 2:25 p.m.

The next regular board meeting will be held on Wednesday, August 12, 2009 at 1:00 p.m. at the Berlin Center, 8000 Swan View Drive, Newport, MI 48166.

*Vicky L. Terrasi*

Vicky L. Terrasi, Recording Secretary