

## Monroe County Commission on Aging

29 Washington Street, (Stoner-Kemmerling Building) Monroe, MI 48161

Telephones: 734.240.7363 734.240.7358 \* 734.240.7364 \* Toll Free: 1.888.354.5500 ext. 7363 \* Fax 734.240.7360

E-Mail: [terri\\_hamad@monroemi.org](mailto:terri_hamad@monroemi.org) \* [vicki\\_terrasi@monroemi.org](mailto:vicki_terrasi@monroemi.org) \* [tammy\\_quigley@monroemi.org](mailto:tammy_quigley@monroemi.org)

Visit Our Website: [www.co.monroe.mi.us](http://www.co.monroe.mi.us)

Martin Kaufman  
**Chairman**

Noel Dentner  
**Vice-Chairman**

Aleta Jackson  
**Secretary**

Bruce Freimark

Nancy Hamman

Paul Simonton

John Sledge

Gerald Stone

Loyd Sype

Terri L. Hamad, Director  
Vicky L. Terrasi, Assistant  
Tammy L. Quigley, Clerk

### Monroe County Commission on Aging Regular Board Meeting Minutes August 08, 2007 Berlin Senior Center

Secretary Aleta Jackson called the meeting to order at 1:05 p.m.

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

**Member excused:** Bruce Freimark

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

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

Noel Dentner motioned to approve the August 08, 2007 agenda as presented. Supported by Nancy Hamman. **Motion carried.**

**Guests Present:** Diane Tackett Director Resource Advocacy/Chore/Home Injury Control, and Stephanie Kasprzak, Executive Director, Monroe County Opportunity Program, Larry VanWasshenova, Director, Monroe County Senior Legal Services, and Floreine Mentel, County Commissioner and Area Agency on Aging 1-B Board of Directors, Paul Neitman, Interim Director, Catholic Charities/holly Cross Children Services, Nancy Young, Director, Faith in Action for Monroe County, Deb Brescol, Director, RSVP, Barbara Mazur, Executive Director, Frenchtown Senior Citizen Center, Richard Springstead, Director, and Margaret Springstead, Berlin Seniors, and Paul Iacoangeli.

#### **Public Time:**

Diane Tackett addressed the Commission by thanking the Commission, Paul Simonton and the JAWS Crew for supporting the ramp program.

#### **Approval of the Regular Commission Meeting Minutes of July 11, 2007**

Motion made by Loyd Sype, supported by Noel Dentner to approve the regular commission minutes of July 11, 2007 as corrected. **Motion carried.**

#### **Approval of the Pre-Budget Workshop Meeting Minutes of July 13, 2007**

Motion made by Gerald Stone, supported by Noel Dentner to approve the pre-budget workshop minutes of July 13, 2007 as presented. **Motion carried.**

#### **Approval of the Budget Hearing Meeting Minutes of July 17, 2007**

Motion made by Gerald Stone, supported by Nancy Hamman to approve the budget hearing minutes of July 17, 2007 as presented. **Motion carried.**

**Approval of the Budget Hearing Meeting Minutes of July 19, 2007**

Motion made by Noel Dentner, supported by Gerald Stone to approve the budget hearing minutes of July 19, 2007 as presented. **Motion carried.**

**Approval of the Budget Hearing Meeting Minutes of July 24, 2007**

Motion made by Noel Dentner, supported by Gerald Stone to approve the budget hearing minutes of July 24, 2007 as presented. **Motion carried.**

**Approval of the Budget Hearing Meeting Minutes of July 26, 2007**

Motion made by Nancy Hamman, supported by Noel Dentner to approve the budget hearing minutes of July 26, 2007 as presented. **Motion carried.**

**Approval of the Budget Hearing Meeting Minutes of July 31, 2007**

Motion made by Noel Dentner, supported by Gerald Stone to approve the budget hearing minutes of July 31, 2007 as presented. **Motion carried.**

**Approval of the Financial Statements:**

Ms. Hamad presented the July 2007 Financial Reports. Motion to accept and place the reports on file by Nancy Hamman, supported by Loyd Sype. **Motion carried.**

**Commission Members Report:**

Loyd Sype addressed the full commission regarding how beautiful the lotus were on the drive to the Berlin Center.

**Correspondence:**

The Commission reviewed the list of correspondence.

**Directors Report:**

Ms. Hamad commented that there is nothing to report at this time.

**Unfinished Business:**

**A. Strategic Planning Committee Report of July 16, 2007 & August 02, 2007:**

Terri Hamad reported on the draft procedures and policy regarding audits. The planning committee will review the draft again at the September meeting.

**B. Non-Compliant Reporting Agencies:**

Ms. Hamad reported that all of the Commission on Aging funded agencies are in compliance for the month of June 2007.

**C. SERVtracker Software Purchase Discussion:**

Terri Hamad provided an update on the security of the SERVtracker system and some questions and answers on the system.

**D. Counseling RFP Discussion:**

Paul Simonton discussed the comprehensiveness of the Self and Family Behavioral Health Care application. Dr. Ralph Hutchison spoke about their desire to work with the Commission on Aging.

Noel Dentner motioned to grant a \$25,000 contract to Self and Family Behavioral Health Care for the remainder of fiscal year 2007 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:**

Noel Dentner – Yes  
Martin Kaufman – Yes  
Gerald Stone – Yes

Nancy Hamman – Yes  
Paul Simonton – Yes  
Loyd Sype – No

Aleta Jackson – Yes  
John Sledge – Yes

**Motion carried.**

**New Business:**

**A. Monroe County Opportunity Program Ramp Request:**

Diane Tackett reported that they have the parts to do six (6) additional ramps but do not have enough to cover the labor cost of installing the ramps. Ms. Tackett requested the Commissions' consideration to grant the Monroe County Opportunity Program an additional \$28,000 to the Ramp Program to cover the labor cost of installing the six (6) additional ramps.

Paul Simonton motioned to grant the Monroe County Opportunity Program Ramp Request of \$28,000.00 to cover the labor cost of installing six (6) additional ramps and cover any expenses for removal of ramps in the future with the funds out of Restricted Contingency, 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:**

Nancy Hamman – Yes  
Paul Simonton – Yes  
Loyd Sype – Abstain

Aleta Jackson – Yes  
John Sledge – Yes  
Noel Dentner - No

Martin Kaufman – Yes  
Gerald Stone – Yes

**Motion carried.**

**B. Appointment of Commission Vice-Chair:**

Chairman Kaufman announced that since Mr. Iacoangeli, who previously was the Vice-Chair, is no longer a member of the Commission the seat needs to be filled.

Nancy Hamman moved to nominate Noel Dentner as Vice-Chairman for the remainder of calendar year 2007. Supported by Aleta Jackson. The Chairman called three (3) times for nominations for Vice-Chairman from the floor. Noel Dentner accepted nomination for Vice-Chair. **Motion carried**

**C. Appointment of Strategic Planning Committee Member:**

Chairman Kaufman announced that a seat on the Strategic Planning Committee is available since Mr. Iacoangeli is no longer a member of the Commission. Chairman Kaufman requested volunteers to fill the seat on the Strategic Planning Committee. Paul Simonton volunteered, so Chairman Kaufman appointed Paul Simonton to the seat.

**D. Commission on Aging Line Item Transfer:**

Ms. Hamad reported that the staff's General Liability line item is under budget and requested the Commissions' consideration to approve transferring \$1298.00 out of the Legal and Professional line item into the General Liability line item to balance the office budget.

Nancy Hamman motioned to approve the request to transfer \$1298.00 out from the Legal and Professional line item into the General Liability line item to balance the office budget, supported by Loyd Sype.

**Roll call:**

Aleta Jackson – Yes  
John Sledge – Yes  
Noel Dentner – Yes

Martin Kaufman – Yes  
Gerald Stone – Yes  
Nancy Hamman - Yes

Paul Simonton – Yes  
Loyd Sype – Yes

**Motion carried.**

**Public Time:**

Richard Springstead addressed the Commission regarding the emergency plan for the center.

Barbara Mazur addressed the Commission on the completion of the 24,000-piece puzzle the seniors are working on to get into the Guinness Book of World Records for the largest puzzle.

Floreine Mentel addressed the Commission regarding duplication of services in the county.

**Adjournment:**

Motion to adjourn by Gerald Stone, supported by Paul Simonton. **Motion carried.** Meeting adjourned at 2:20 p.m.

The next regular board meeting will be held on Wednesday, September 12, 2007 at 1:00 p.m. at the Frenchtown Senior Citizens Center, 2786 Vivian Road, Monroe, MI 48162.

*Vicky L. Terrasi*

Terri L. Hamad & Tammy L. Quigley, Recording Secretaries  
Vicky L. Terrasi, Minutes Preparer