

Monroe County Commission on Aging

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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 October 08, 2008 Sullivan Senior Center

Chairman Martin Kaufman called the meeting to order at 1:10 p.m.

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

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

Approval of the Agenda:

Nancy Hamman motioned to approve the October 08, 2008 agenda as presented. Supported by Aleta Jackson. **Motion carried.**

Guests Present: Stephanie Kasprzak, Executive Director, and Diane Tacket, Senior Resource Director, Monroe County Opportunity Program; Gerilyn Selmek, Regional Supervisor, Area Agency on Aging 1-B; Aaron Simonton, Executive Director, The Monroe Center for Healthy Aging; Larry VanWasshenova, Director, Monroe County Senior Legal Services; Rebecca Head, Health Officer/Director, and Heather Law, Finance Administrator, Monroe County Health Department; Gerry Alber, Sullivan Senior.

Public Time/Sullivan Seniors:

Loyd Sype spoke on behalf of the Sullivan seniors and welcomed everyone to London Township.

Stephanie Kasprzak addressed the full commission on the collaboration between the Monroe County Opportunity Program and the Monroe Center for Healthy Aging for Resource Advocacy and Supports Coordination.

Aaron Simonton commented that he commends the Commission on Aging for the remarkable progress made on the Definitions of Services, Gap Analysis, the Monroe County Aging Blueprint, and PeerPlace. The Blueprint will direct everyone for the future and the PeerPlace data has accurate information for all the agencies.

Approval of the Commission on Aging Regular Meeting Minutes of September 10, 2008.

Loyd Sype motioned to approve the Commission on Aging Regular Minutes of September 10, 2008 as corrected. Supported by Noel Dentner **Motion carried.**

Approval of the Commission on Aging Appeal Meeting Minutes of September 17, 2008.

Loyd Sype motioned to approve the Commission on Aging Appeal Minutes of September 17, 2008 as corrected. Supported by Aleta Jackson **Motion carried.**

Approval of the Commission on Aging Appeal Meeting Minutes of September 22, 2008.

Noel Dentner motioned to approve the Commission on Aging Appeal Minutes of September 22, 2008 as presented. Supported by Nancy Hamman **Motion carried.**

Approval of the Financial Statements of September 2008:

Ms. Hamad presented the September 2008 Financial Report. Loyd Sype motioned to accept and place the September 2008 Financial Statements on file. Supported by Aleta Jackson. **Motion carried.**

Commission Members' Report:

Nancy Hamman announced that the Bedford Center is holding a Roast Beef dinner on Friday, October 10, 2008.

Correspondence:

The Commission reviewed the list of correspondence.

Director's Report:

Ms. Hamad reported on the collaboration meeting between the Monroe County Opportunity Program and the Monroe Center for Healthy Aging for Resource Advocacy and Supports Coordination. Both agencies will need time to work through the partnership and the revision of their 2008 and 2009 Monroe County Commission on Aging budgets.

Ms. Hamad reported that she is working on the figures for the 2009 office budget however, has not received the Indirect/Central Services cost from the County. Once she receives that cost and the office budget is complete, she will forward it to the full board for approval.

Ms. Hamad brought to the commission's attention that a Budget Workshop needed to be scheduled to discuss and recommend to the County Board of Commissioners, the office budget and the other agencies that still need funding.

The Budget Workshop is scheduled for Wednesday, October 29, 2008 at 1:00 p.m. in the Monroe County Commission on Aging conference room.

Unfinished Business:

A. Strategic Planning Committee Reports of October 02, 2008:

Noel Dentner reported that the committee reviewed the following drafts:

- A ramp protocol draft that will be followed in the event that another ramp becomes damaged.
- A draft of proposed changes to the budget applications
- Updated draft policies for agency discipline and revised budgets.
- "Level of Service" documents received from the Monroe County Senior Legal Services as requested by the Commission at the August 26, 2008 Budget Hearing. The committee noted several issues with the documents and directed Ms. Hamad to forward the documents back to the agency to have the director and board redo prior to any funds being released to the agency for 2009.

B. Grievance Committee Report:

Chairman Kaufman read aloud the letter to Ms. Sharon Taylor, that he is to sign, regarding the Executive Board decision after they thoroughly re-examined all of the documents submitted by Ms. Taylor. The Executive Committee concurred with the Grievance Committee and the full boards recommendation that based on the Monroe County Commission on Aging Service Recipients Grievance Procedure for all Agencies, that the plaintiff was not denied service, had

service terminated, or was treated unfairly by the Monroe County Senior Legal Services or attorney Larry VanWasshenova.

New Business:

A. Monroe County Health Department 2008 Budget Amendment:

Ms. Rebecca Head distributed an amended 2008 budget reflecting the correct unit cost for Diabetic Education and requested the commission's consideration to approve the amended budget. The program continues to grow and they will continue to put in-kind hours into the program.

Paul Simonton is concerned with the cost and the delivery of service and will set up a time to meet with Ms. Head and her staff to go over the materials and details of the program.

B. Commission on Aging Line Item Transfer Request:

Ms. Hamad presented a line item transfer request of \$1,000.00 from Legal & Professional Service into Board Travel to cover the anticipated future expenses in that account. In addition, a request to transfer \$76.00 from Staff Conference, \$566.00 from Board Conference, and \$222.45 from Maintenance/Equipment & Furnishing into Board Per Diem to cover the anticipated future expense in that account.

Paul Simonton motioned to grant the Commission on Aging the Line Item Transfer Request of \$1,000.00 from Legal & Professional Service into Board Travel and \$76.00 from Staff Conference, \$566.00 from Board Conference, and \$222.45 from Maintenance/Equipment & Furnishing into Board Per Diem 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:

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

Motion Carried.

Public Time:

No public addressed the commission at this time.

Adjournment:

Aleta Jackson motioned to adjourn, supported by Nancy Hamman. **Motion carried.** Meeting adjourned at 2:10 p.m.

The next regular board meeting will be held on Wednesday, November 12, 2008 at 1:00 p.m. at the Water Tower Park Senior Center, 11345 Harold Drive, Luna Pier, MI 48157

Vicky L. Terrasi

Vicky L. Terrasi, Recording Secretary