

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
November 09, 2006
Water Tower Park Senior Citizens Center

Chairman Martin Kaufman called the meeting to order at 1:04 p.m.

Member's present: Noel Dentner, Nancy Hamman, Paul Iacoangeli, Aleta Jackson, Martin Kaufman, Mike Pasko, Paul Simonton, Richard Springstead and Loyd Sype.

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

Approval of the Agenda:

Aleta Jackson motioned to approve the November 09, 2005 agenda as presented. Supported by Nancy Hamman. **Motion carried.**

Guests Present: Diane Tackett, Resource Advocate, Monroe County Opportunity Program, Sharon Williams, President/CEO, Caring Alternatives, Inc., Cheri Boron, Administrative Assistant, and Frankie Foidl, Executive Director, Living Independence for Everyone, County Commissioner Floreine Mentel and AAA 1-B Board Member, Larry VanWasshenova, Executive Director, Monroe County Senior Legal Services, and Gerilyn Powers, Regional Supervisor, Area Agency on Aging 1-B,

Public Time/Water Tower Park Senior Center:

Commissioner Mentel commented that she is assisting the Salvation Army with their needs study, and that they are looking to know how many senior housing units are located in Monroe County, the number of seniors that live in each housing unit, how many live in unsafe homes, how many are in need of a ramp, and how many only get one meal a day. Several of the commission members offered to obtain such information for Ms. Mentel within their district.

Approval of the Regular Commission Meeting Minutes of October 12, 2005.

Motion made by Michael Pasko, supported by Aleta Jackson to approve the regular commission minutes of October 12, 2005 with corrections. **Motion carried.**

Approval of the Financial:

The financial reports were presented for acceptance and placed on file. Motion to accept and place on file by Loyd Sype. Supported by Paul Simonton. **Motion carried.**

Commission Members Report:

Michael Pasko announced that the Bedford Parks and the Bedford Action Committee is sponsoring a Christmas sing-a-long and tree lighting at Carr Park on December 18, 2005 between the hours of 1:00 p.m. to 4:00 p.m. Local area students will provide live entertainment and refreshments.

Paul Simonton commented that he is getting a grasp on the Commission on Aging thanks to Ms. Hamad and Ms. Terrasi getting him information and helping him to understand what the commission does.

Richard Springstead announced that his recent Stress Test showed that all the arteries are clear, but on a sad note a Berlin member had an aneurism and was life-flighted to St. Vincent's where she passed away.

Mr. Springstead submitted and read aloud his letter of resignation that will take effect January 2006. Mr. Springstead's concern with is the "Conflict of Interest" that surfaced earlier this year and believes that it would be in the best interest of all if he resign as a Commission on Aging board member.

Martin Kaufman commented that it has been nice to have Mr. Springstead on the board and that he has been a very helpful member to the Commission on Aging board.

Nancy Hamman announce that the South Monroe County Chapter of the Michigan School Retires and the Senior Citizens of Mount Carmel asked her to speak on what services the Commission on Aging offers in the County.

In addition, Ms. Hamman thanked the commission for their thoughts while she was recuperating from surgery.

Paul Iacoangeli commented that it is a shame that Mr. Springstead has to leave the commission and wished there was another way to keep him aboard. In addition, Mr. Iacoangeli commented that it is nice to see Ms. Hamman back.

Noel Dentner announced that the Dundee Center is holding several dinners as fundraisers coming up. Friday, January 27, 2006 and Friday, February 10, 2006, all you can eat Fish Dinners. In addition, they are holding a Spaghetti Dinner along with the Boy Scouts on Saturday, February 25, 2006.

Loyd Sype commented that his recent checkup went well.

Correspondence:

The list of correspondence was read.

Directors Report:

Terri Hamad commented on the "Have You Heard About Monroe County's Best Kept Secret???" This is the staff's best attempt for this year to do an annual report on the service provide by the mileage. Ms. Hamad is looking for the commissions' questions, comments, and approval.

The commission reviewed and discussed the information on the "Have You Heard About Monroe County's Best Kept Secret???" sheet and determined that it would be best to state only the number of units being provided and eliminate the number of seniors being served in a particular area then distribute it to jurisdictions, townships, agencies, villages, and clerks offices.

At the September meeting, the commission directed Ms. Hamad to send a letter of memorandum to the agencies requesting the information cost on the health care they provide their employees and as of this date, there are seven agencies that have not responded back that Ms. Hamad knows provides health care benefits to its employees. Ms. Hamad is looking for direction from the commission on those seven agencies.

The commission decided that a phone call to the seven agencies with a short period to respond would be sufficient. For complete report, please see attached.

Unfinished Business:

A. Strategic Planning Committee Report of November 03, 2005

Paul Iacoangeli commented that the committee discussed the Blueprint Steering Committee, which was very well attended, and the idea of doing a study of this type was well received. Ms. Hamad will be scheduling the Grant Writing Training workshops in the next couple weeks or so. Ms. Dozier's interviews with the director's have been going well. Responses from the director's have been all over the board, but most of the directors are working and looking at the needs of future seniors.

Ms. Hamad announced that the Grant Writing Workshop is tentatively scheduled on December 8, 2006 from 9:30 a.m. to 3:00 p.m. at the Monroe County Health Department. In addition, she is in the process of scheduling the Board Basics Workshop.

On November 8, 2005 Ms. Hamad reported to the Monroe County Board of Commissioners the updates on the Blueprint, intern, and trainings. In addition, a Resolution in support of creating a Monroe County Aging Blueprint went before the Board of Commissioners that evening and it was supported and approved unanimously. The next endorsement Ms. Hamad is looking to get is through the Human Services Collaborative Network. This network is a large-size group of agencies that meet monthly, are all human services driven, and comprised of many agencies tangent to the aging network. Ms. Hamad is slated to report and request their endorsement at their November 17, 2005 meeting.

Furthermore, the Steering Committee will be meeting again on November 17, 2005 at the Frenchtown Senior Center at 3:00 p.m. At this meeting the committee will be looking at a mission statement, a job description for the steering committee and co-chair committee assignments, and begin to look at the duties of a consultant.

New Business:

A. Agency Reporting Mechanisms Discussion

Paul Simonton, Terri Hamad, and Vicky Terrasi had a meeting concerning the difficulties in getting accurate and consistent data from the agencies. Mr. Simonton requested a spreadsheet to look at what the agencies were allocated in fiscal year 2005, and if the programmatic and operational reports were received. The spreadsheet contains a variety of other valuable information items that assists the office in keeping accurate records.

The commission discussed the usage of the spreadsheet to obtain the monthly reports or even the possibility of suspending funds until reports are received.

Motion by Noel Dentner to direct Ms. Hamad to write a warning letter to the Commission on Aging funded agencies reminding them of the policy that if they do not submit the Operational and Programmatic reports on a monthly base in the future or funding may be suspended. Seconded by Paul Simonton.

Ms. Hamad commented that according to Public Act 39 of 1976 that gives the state jurisdiction with the counties to do a senior millage, the Commission on Aging is required, as the county's entity that doles out these millage dollars, to collect this data. We need to be able to furnish that information in a timely manner if the public makes a request for it.

Further discussion took place and the commission decided to send a strong reminder to the agencies this month and requested Ms. Hamad to draft policy for the December meeting for the commission to review reflecting the suspension of funds if reports are not submitted in a timely manor and the date it would take effect.

Roll call:

Richard Springstead – Yes
Paul Simonton – Yes
Paul Iacoangeli – Yes

Martin Kaufman – Yes
Nancy Hamman – Yes
Noel Dentner – Yes

Aleta Jackson – Yes
Michael Pasko – Yes
Lloyd Sype – No

Motion carried.

B. Living Independence for Everyone Funding Request

Frankie Foidl commented that due to the rising health care cost and the commissions suggestion in having employee contributions towards health care that the only way she could continue to cover this years 22.5% increase was to ask her hourly employees to pay the portion of cost that was not in her budget at the time. The amount came to be \$63.59 each. This does not cover the short fall for two employees who are over 65 and already pay much more. Their fiscal year runs from October to September and there is three months that the insurance for their three supervisors will not be covered in fiscal year 2006. Ms. Foidl is requesting to use \$2,601.72 of the money that they have available from this

year's budget (2005) to take care of the three months of medical benefit costs that were in the congregate and home delivered meal budgets in prior years.

Ms. Foidl consequently overlooked submitting the Commission on Aging Line Item Transfer request form along with her letter. The commission requested Ms. Foidl to submit the transfer form along with her letter to be placed on next month's agenda.

Motion by Michael Pasko to table Ms. Foidl's request to use the \$2,601.72 until the proper transfer form is submitted. Seconded by Nancy Hamman. **Motion carried**

C. Commission on Aging Line Item Transfer

The Commission on Aging staff is requesting to transfer \$150.00 from Staff Conference to the Staff Travel to cover the upcoming anticipated shortage.

Motion by Nancy Hamman to grant the request to transfer \$150.00 from Staff Conference to Staff Travel to cover the upcoming anticipated shortage. Seconded by Richard Springstead.

Roll call:

Martin Kaufman – Yes
Michael Pasko – Yes
Nancy Hamman - Yes

Aleta Jackson – Yes
Loyd Sype – Yes
Richard Springstead – Yes

Paul Simonton – Yes
Paul Iacoangeli – Yes

Motion carried.

Public Time:

Gerilyn Powers commented that they are receiving an average of 30-32 referrals per month, 90% of them from outside agencies and the other 10% from within the referral network. She is currently looking for a replacement for one of the Care managers that resigned.

Adjournment:

Motion to adjourn by Michael Pasko, supported by Paul Iacoangeli. **Motion carried.** Meeting adjourned at 2:46 p.m.

The next regular board meeting will be held on Wednesday, December 14, 2005 at 1:00 p.m. at the Lake Erie Transit Commission, 1105 West Seventh Street, Monroe.

Vicky L. Terrasi

Vicky L. Terrasi, Recording Secretary