

Terri L. Hamad
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Monroe County Commission on Aging

Board Members

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Paul Simonton

John Sledge

Gerald Stone

Monroe County Commission on Aging
Regular Board Meeting Minutes
November 11, 2009
Commission on Aging Conference Room

Chairman Martin Kaufman called the meeting to order at 1:00 p.m.

Members present: Noel Dentner, Nancy Hamman, Richard Gunn, Aleta Jackson, Martin Kaufman, Paul Simonton, and John Sledge.

Members excused: Bruce Freimark and Gerald Stone

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

Approval of the Agenda:

Noel Dentner made a motion to approve the November 11, 2009 regular Board Meeting Agenda. Supported by John Sledge.

Chairman Kaufman amended the agenda to add "The Monroe County Board of Commissioners Action at their November 10, 2009 meeting Discussion" as item C under Unfinished Business.

Mr. Dentner and Mr. Sledge accepted the amendment to the agenda. **Motion carried.**

Guests Present:

Gregory Jones, Chairman, Jerry Oley, Board Member and Monroe County Commissioner; Larry VanWasshenova, Director, Monroe County Senior Legal Services; Diane Tackett, Senior Resource Director, Monroe County Opportunity Program; Nancy Young, Director, Faith In Action for Monroe County; Aaron Simonton, Executive Director, Monroe Center for Healthy Aging; Cheri Boron, Executive Secretary, Living Independence for Everyone.

Public Time:

Commissioner Oley expressed his displeasure that the Commission held their meeting on Veteran's Day.

Approval of the Commission on Aging Regular Meeting Minutes of October 14, 2009:

Nancy Hamman made a motion to approve the Commission on Aging Regular Minutes of October 14, 2009 as presented. Supported by Richard Gunn. **Motion carried.**

Approval of the Commission on Aging Special Meeting Minutes of November 4, 2009:

Aleta Jackson made a motion to approve the Commission on Aging Special Minutes of November 4, 2009 as presented. Supported by Richard Gunn. **Motion carried.**

Approval of the Final Financial Statements of October 2009:

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

Commission Members' Report:

John Sledge reported that the Ash Senior Citizens received the \$5,000.00 in-kind from Ash Township.

Correspondence:

The Commission reviewed the list of correspondence.

Director's Report:

Ms. Hamad had no formal report to present.

Unfinished Business:**A. Strategic Planning Committee Report of October 22, 2009 and October 30, 2009:**

Noel Dentner reported that at the October 22, 2009 meeting, the committee reviewed and discussed the following:

- Senior Legal Services draft-scoring mechanism: Several suggestions were made for adjustments on the scoring in the technical areas. Additionally, they felt that the Commission on Aging should have a special meeting to discuss the RFP's and invite both applicants to present their bids.

- The committee discussed priority of need, services, and dollars based on the Blueprint for Aging Services and setting a special Commission on Aging meeting in the near future to discuss those priorities. The committee discussed some areas of priority based on the blueprint, such as:
 - Transportation available in all areas
 - Housing Foreclosure/Back Taxes Assistance
 - Civic Engagement and Advocacy
 - Home Delivered Meals
 - Utility and RX Assistance
 - Mental Health Services

- The committee directed Ms. Hamad to discuss their list of priorities at the upcoming director's meeting and compare where they stand in correlation to the list of committee priorities.

- The committee discussed the need to centralize services and potentially restructure some of the services to meet the changing needs and level of funding.

- The committee discussed the option of having a master insurance policy for the temporary ramps that are currently installed in the community. This would allow the Commission to make sure their investment is protected.

Noel Dentner reported that at the October 30, 2009 meeting, the committee reviewed the revised scoring mechanism for the Senior Legal Services RFP's and proceeded to apply it to the two applications that were received. The committee discussed at length the applications submitted as well as several items to bring to the full Commission at the November 4, 2009 meeting where the applicants will be making their presentations.

B. Monroe County Senior Legal Services Update:

Larry VanWasshenova provided the following data for the month of October:

- They received 102 new clients.
- They have 183 clients total.
- They closed 49 cases.
- They have 307 active cases.
- They have 141 litigated cases.
- 81% of the clients served were 100% of poverty or less.
- They did 23 outreach cases.
- Two conferences were attended.

John Sledge questioned how much program income they received in October.

Mr. VanWasshenova did not know at the time the amount of program income but would get that information from his office.

The Commission requested that Mr. VanWasshenova provide the members with copies of his update for the December meeting.

Richard Gunn requested cost share data on those individuals that do not meet the guidelines on what they are contributing towards the services.

Mr. Jones commented he plans to meet with Mr. VanWasshenova to discuss the possibility of setting a flat rate for the generic matters they handle such as wills, etc.

Chairman Kaufman requested that when they have developed that plan he would like it presented to the Commission for review and discussion.

C. The Monroe County Board of Commissioners Action at their November 10, 2009 meeting Discussion:

The Commission discussed the actions of the Monroe County Board of Commissioners at their regular meeting held on Tuesday, November 10, 2009 where they rejected the RFP submitted by South Central Michigan Legal Services for senior legal services and approved funding for the Monroe County Senior Legal Services for the amount budgeted in the 2010 budget.

New Business:

A. Line Item Transfer Request

- Monroe County Senior Legal Services Line Item Transfer Request:

Mr. VanWasshenova requested the Commission's consideration to approve the line item transfers totaling \$1,178.00 for advertising, dues, and equipment repair.

Nancy Hamman made a motion to approve the Monroe County Senior Legal Services line item request totaling \$1,178.00 for advertising, dues, and equipment repair 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

Richard Gunn – Yes

Noel Dentner- Yes

John Sledge – Yes

Aleta Jackson – Yes

Motion carried.

- Monroe County Commission on Aging Line Item Transfer Request:

Ms. Hamad requested the Commission's consideration to approve the line item transfers totaling \$3,550.00 for office supplies, board per diem and travel, and staff travel.

Nancy Hamman made a motion to approve the Monroe County Commission on Aging line item request totaling \$3,550.00 for office supplies, board per diem and travel, and staff travel 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

Richard Gunn – Yes

Aleta Jackson – Yes

John Sledge – Yes

Noel Dentner- Yes

Nancy Hamman – Yes

Motion carried.

B. Faith In Action for Monroe County Funds Request:

Nancy Young requested the Commission’s consideration to approve \$750.00 in additional funding to pay Skillman Group PLC for the tax preparation services for their annual 990. They did not have a treasurer on their board at that time to complete the 990. Since then they have recruited a volunteer to do these tax reports and do not foresee any other problem in 2009.

Nancy Hamman made a motion to approve the additional fund request of Faith In Action for Monroe County of \$750.00 out of Special Revenue Reimbursement for tax preparation services for their annual 990 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 John Sledge.

Roll call:

John Sledge – Yes

Aleta Jackson – Yes

Noel Dentner- Yes

Martin Kaufman – Yes

Richard Gunn – Yes

Nancy Hamman – Yes

Motion carried.

C. Concourse Crossing Feasibility Study Request:

Aaron Simonton provided a concise background on the Concourse Crossing project. The Monroe Center for Healthy Aging and Monroe YMCA are taking the lead to build a ‘state of the art’ one-stop concourse of community services with the mission to keep the Monroe region a caring and healthy community.

The vision of this collaboration is to provide people of all ages access to a cross generational cluster of opportunities and support for quality lifestyles, lifelong learning, a broad cross section of community services, fitness and wellness areas, regional government or recreational outlets, information and assistance and healthy aging. Part of this vision is to construct a centrally located, accessible community facility.

The Concourse Crossing Steering Committee met to review the input from the ‘Visioning’ and do a site analysis on the potential locations. The committee looked at the advantages and disadvantages of each site based on accessibility, central location, acreage available; cost of developing the site and other factors. The two sites considered are the IHM property and the Mercy Memorial property on Stewart Road.

The next step is feasibility and how different organizations and needs fit into the plan to determine the size and scope of services to be offered in order for the developer to determine the square footage costs. They are also in the process of confirming the financial backing for this project.

Mr. Simonton requested a letter of commitment from the Commission up to the amount of \$1,500.00 in order to begin the process. This very reasonable amount would be split by the various agencies who are interested in determining if a community-focused center of services is feasible. At present, they have eight organizations who have expressed interest:

- Monroe Center for Healthy Aging, YMCA of Monroe County, Mercy Memorial Hospital System, Monroe County Commission on Aging, Veterans Bureau, Area Agency on Aging 1-B, Living Independence for Everyone, RSVP, Monroe County Library System.

Chairman Kaufman commented that he is not positive about this at this point, due to finances, as well as other items of concern.

Terri Hamad commented that a few of the agencies have entertained co-locating together to offset the cost and share resources. The growing expense (indirect line item) to the Commission to remain in a county building is over \$50,000.00 next year and continues to increase yearly. The Commission needs to see what the cost will be to move into a Human Services Complex.

Ms. Hamad said that the Commission has been looking at the need to acquire our own space-- something where they can control the cost, and contract the services/departments the Commission does require through the county such as Treasurer, IT, and Finance. The idea of paying a little now to have a feasibility study done to have our space examined is attractive, especially knowing that this is something the Commission is going to need in the near future. Living Independence for Everyone has been very active in looking at the feasibility of having a centralized kitchen. They are going to be severely impacted by the State and Federal cuts. The Commission needs to look at what is in the best interest for the Commission in the future, which is being planned in the Blueprint for Aging.

Mr. Simonton commented that they have a commitment from Area Agency on Aging 1-B for a person to write grants to obtain potential funding for this project. The issue is that the funding source wants to know what it is that you want to do before you can write the grant for the funding. The benefit these agencies will have needs to be determined so the architect can layout how much space they need. Even if they decide to build their own facility, they would at least know the amount of square footage they need.

Chairman Kaufman commented that the Commission does needs to examine the insufficiency of our current space.

Nancy Hamman is concerned that if the Commission chooses to commit to a feasibility study and listed as a supporter, the perception of the public would be that the Commission is supporting the idea of a building--not just acting as an interested party on the feasibility study.

Noel Dentner commented that this is a county millage and this is a large county. This complex would benefit the Monroe area more than any place else. He has reservations of supporting the study with commission money.

Ms. Hamad commented that there is no way to have a building that is going to be centralized to every part of the county. The issue is that we are in a money-spending proposition already, and spending millage money to have space that is not adequate is not appropriate for the Commission on Aging either. This issue has been voiced, discussed, and ignored, and we have to do something to control our cost whether we work with the Concourse Crossing, stay here, or look at other options. If the Commission is not going to do a feasibility study to be part of the complex then we are going to have to spend some money sometime in the future to look at our needs and the feasibility of locating somewhere else.

Ms. Hamman commented that she is concerned that at this particular time, all of the Commission's agencies were good enough to hold their budgets for next year and feels public perception would be an issue.

Richard Gunn expressed his concern of engaging in debt for a major capital outlay project at a time when the entire county is suffering, and if they did have to go for a bond, it would have to be with the support of the Monroe County Board Commissioners. In addition, he cannot see taking money from the annual budget to pay for bonds or debt retirement.

Ms. Hamad asked if the Commission would be interested enough to look at the feasibility of our space and not use millage money, would they still be interested. Ms. Hamad commented that she could write a grant for the Commission's portion to perform the feasibility study at the Concourse Crossing.

Noel Dentner made a motion to direct Ms. Hamad to apply for grants to assist in the Concourse Crossing feasibility study. Supported by Aleta Jackson.

Roll call:

Noel Dentner- Yes

Aleta Jackson – Yes

Richard Gunn – No

Nancy Hamman – No

Martin Kaufman – Yes

John Sledge – Yes

Motion carried. Four to two.

Public Time:

Diane Tackett addressed the Commission regarding the auditor's discrepancies in resource units, and that they are working with the auditor on those issues.

Aaron Simonton announced that the center is open for Thanksgiving dinner on Thanksgiving.

Chairman Kaufman addressed the Commission regarding the number of times "Christ" was mentioned on the first page of the Dundee Center's newsletter.

Adjournment:

Noel Dentner made a motion to adjourn, supported by John Sledge. Motion carried. Meeting adjourned at 3:26 p.m.

The next regular board meeting will be held on Wednesday, December 09, 2009 at 1:00 p.m. at the Lake Erie Transit Commission, 1105 West Seventh Street, Monroe, MI 48161.

Vicky L. Terrasi

Vicky L. Terrasi, Recording Secretary