



Commission On Aging

www.co.monroe.mi.us/commonaging

A Division of the Monroe County
Community Planning & Engagement Department

965 South Raisinville Rd.
Monroe, MI 48161
734-240-3290

Fax: 734-240-3286
mccoa@monroemi.org

Jeff McBee
Director

Cheryl Rivard
Chair

Martin Kaufman
Vice-Chair

Pam LaPan
Secretary

Mary Gantz

Larry Gramlich

Wayne Meehan

Cynthia McIlvain

Paul Simonton

Mary Ann
Wertenberger

**Monroe County Commission on Aging
Regular Board Meeting
October 13, 2021
Monroe County Commission on Aging Board Room
1:00 p.m.**

AGENDA

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Silent Prayer
5. Approval of Agenda
6. Public Comment
7. Special Presentations- None
8. Consent Agenda
 - A. Approval of Minutes of the September 8, 2021 Meeting
 - B. Strategic Planning Committee Notes of October 7, 2021
 - C. Finance Reports
 - D. Correspondence- None
 - E. Formal Agency Reports- None
9. Director's Report
10. Old Business- None
11. New Business
 - A. MCOP Home Care Request for Additional 2021 Funding
 - B. Program Budget Change Policy Review/Revise Discussion
12. Public Comment
13. Commission Members' Comments
14. Adjournment

The next Regular Board meeting will be on Wednesday, November 10, 2021, in the Monroe County Commission on Aging Board Room.

The County of Monroe will provide necessary auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting to individuals with disabilities at the meeting upon one week's notice to the County of Monroe. Individuals with disabilities requiring auxiliary aids or services should contact the County of Monroe by writing or calling the following:

Human Resources

125 East Second Street, Monroe, MI 48161, Voice (734) 240-7295, and TDD (734) 240-7301



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Paul Simonton

Mary Gantzoz

Mary Ann Wertenberger

Monroe County Commission on Aging

Regular Board Meeting Minutes

September 11, 2021

Commission on Aging Conference Room

Cheryl Rivard, the Chairperson, called the meeting to order at 1:01 p.m.

Members present Mary Gantzoz, Martin Kaufman, Pam LaPan, Wayne Meehean, Cynthia McIlvain, Cheryl Rivard, and Mary Ann Wertenberger.

Members excused Larry Gramlich and Paul Simonton

Cheryl Rivard, the Chairperson, led the Pledge of Allegiance and silent prayer.

Approval of the Agenda:

Pam LaPan made a motion to approve the *September 8, 2021*, Regular Board Meeting Agenda as presented. Support by Mary Ann Wertenberger. **Motion carried.**

Public Comment: none

Special Presentations: None

Consent Agenda:

- A. Approval of Regular Meeting Minutes of August 11, 2021
- B. Strategic Planning Committee Notes – No meeting held
- C. Finance Reports of August 2021
- D. Correspondence Report – None
- E. Formal Agency Reports – None

Cynthia McIlvain made a motion to approve the Consent Agenda as presented and place on file. Supported by Wayne Meehean. **Motion carried.**

Directors' Report:

Jeff McBee reported the following:

➤ **Common Measures Report**

The July 2021 Common Measures Reports provide the Commission with the provider's Cumulative Units Reported vs. Maximum, Cumulative Unduplicated Clients Served vs. Anticipated, Actual Expenditures vs. Total Budget, Total Budget Cost Per Unduplicated Client, and Actual Revenue vs. Budgeted Revenue.

➤ **COA Website Views**

The monthly analytics snapshot shows how many hits the COA website received and the category most visited. During August 2021, 813 individuals visited the site with Emergency Housing and Homeless Shelters as the most visited categories.



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Mary Gantzios

Mary Ann Wertenberger

➤ **Waitlist/Service Not Provided Summary**

Mr. McBee reported that from July 25, 2021, through August 25, 2021, there are 21 seniors placed on the following waitlist.

- Ramp Program 20
- Milan Transportation 1

Old Business: None

New Business:

A. Monroe County Opportunity Program –Opportunity Center Request for Additional Funding

Martin Kaufman made a motion to grant the Monroe County Opportunity Program – Opportunity Center request for an additional \$23,040.00 to serve an additional 3,072 units at a rate of \$7.50 per unit for the remainder of the 2021 year. Supported by Wayne Meehean.

Roll call

Mary Ann Wertenberger– Yes	Cheryl Rivard – Yes	Martin Kaufman – Yes
Mary Gantzios – Yes	Pam LaPan – Yes	Wayne Meehean – Yes
Cynthia McIlvain – Yes		

Motion carried.

Public Comment: None

Commission Members Comments: None

Adjournment:

Wayne Meehean made a motion to adjourn. Supported by Pam LaPan. **Motion carried.** Meeting adjourned at 1:15 p.m.

The next Regular Board meeting takes place on Wednesday, October 13, 2021, at 1:00 p.m. at the Monroe County Commission on Aging, 965 South Raisinville Road, Monroe, MI 48161.

Vicky L. Terrasi

Vicky L. Terrasi, Recording Secretary

Monroe County Commission on Aging Strategic Planning Committee Meeting Notes

October 7, 2021

Present: Marty Kaufman, Cynthia McIlvain, Vicky Terrasi, and Jeff McBee.

Cynthia McIlvain began the meeting at 2:00 p.m.

1. **MCOP Home Care Request for Additional 2021 Funding:**

The Committee reviewed the request for an additional \$16,557.00 and recommends approval to the full Board.

2. **Program Budget Adjustment Process Discussion:**

The Committee reviewed current policy regarding budget adjustments by programs. Jeff McBee noted that there is no specific point at which a budget is required to be adjusted. This has created inconsistencies as some programs update their line-items budgets under different circumstances. The Committee discussed possible points at which a budget adjustment should be required and no consensus was reached. It was recommended this issue go to the full Board for further discussion.

The meeting adjourned at 3:16 p.m.

The next meeting is scheduled for November 4, 2021 at 2:00 p.m. at the Commission on Aging.

Jeff McBee, Recording Secretary

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APPR

County of Monroe
Appropriation Report

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** 280 SENIOR CITIZENS FUND

Account #	Description	Amended Budget	Committed	Encumbered	MTD Expenditures	YTD Expenditures	Balance	% Exp
280-97000-965141	ALZHEIMER PROGRAM	22,848.00	0.00	0.00	0.00	7,106.00	15,742.00	31.10
280-97000-965165	MONROE SENIOR CITIZEN	408,520.00	0.00	0.00	35,928.48	321,892.48	86,627.52	76.79
280-97000-965175	ARTHUR LESLOW COMMITTEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
280-97000-965185	FOSTER GRANDPARENT TRP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
280-97000-965186	AREA AGENCY ON AGING-M	14,977.00	0.00	0.00	0.00	0.00	14,977.00	0.00
280-97000-965191	DEAF & HEARING IMPAIRE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
280-97000-965201	MILAN SENIOR MEALS ON	13,814.00	0.00	0.00	1,160.25	11,018.45	2,795.55	79.76
280-97000-965205	EMERGENCY FUEL	15,000.00	0.00	0.00	4,655.62	6,290.29	8,709.71	41.94
280-97000-965215	MILAN SENIOR CENTER	46,550.00	0.00	0.00	810.00	37,240.00	9,310.00	80.00
280-97000-965216	MILAN SENIOR TRANSIT	8,100.00	0.00	0.00	0.00	0.00	1,620.00	0.00
280-97000-965220	MILAN SENIOR RESOURCE	13,760.00	0.00	0.00	6,116.50	48,932.00	12,233.00	80.00
280-97000-965225	ADULT DAY CARE SERVICE	61,165.00	0.00	0.00	0.00	0.00	13,760.00	0.00
280-97000-965340	YMCA DIABETES PREVENTI	0.00	0.00	0.00	0.00	0.00	0.00	0.00
280-97000-965380	YMCA	37,798.00	0.00	0.00	3,845.29	26,466.41	11,328.59	70.03
280-97000-965390	MCOP VOLUNTEER CAREGIV	3,000.00	0.00	0.00	188.00	1,920.00	1,080.00	64.00
280-97000-965400	AREA AG ON AGING-PURCH	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SPECIAL EXP/REV-OTHER		3,288,994.00	0.00	0.00	306,246.22	2,256,992.23	1,032,001.77	68.62
97001 BOARD PROJECTS-OTHER AGENCIES								
280-97001-830060	BOARD PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
280-97001-965035	BEDFORD SENIOR CITIZEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
280-97001-965065	DUNDEE SENIOR CITIZEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
280-97001-965075	FRENCHTOWN SR CITIZEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
280-97001-965085	LAKE ERIE TRANSIT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
280-97001-965091	SENIOR LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
280-97001-965140	MONROE COUNTY OPOROTUN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
280-97001-965165	MONROE SENIOR CITIZEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
280-97001-965191	DEAF & HEARING IMPAIRE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
280-97001-965215	MILAN SENIOR CENTER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
280-97001-965226	WATER TOWER PARK SENIO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
280-97001-965261	MONROE HOUSING COMMISS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
280-97001-965310	LIVING INDER FOR EVERY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL BOARD PROJECTS-OTHER A		0.00	0.00	0.00	0.00	0.00	0.00	0.00
97500 SPECIAL APPROP TO OTHER FUNDS								
280-97500-999101	TRANSFER OUT - GENERAL	223,055.00	0.00	0.00	0.00	121,569.56	101,485.44	54.50
TOTAL SPECIAL APPROP TO OTHER		223,055.00	0.00	0.00	0.00	121,569.56	101,485.44	54.50

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APPR

County of Monroe
Appropriation Report

PAGE: 00169
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* * 280 SENIOR CITIZENS FUND

Account #	Description	Amended Budget	Committed	Encumbered	MTD Expenditures	YTD Expenditures	Balance	Exp %
TOTAL 280 SENIOR CITIZENS FUND		3,564,601.00	0.00	0.00	306,246.22	2,378,561.79	1,186,039.21	66.73

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** 101 GENERAL FUND 67200 COMMISSION ON AGING

Account #	Description	Amended Budget	Committed	Encumbered	MTD Expenditures	YTD Expenditures	Balance	Exp
101-67200-705000	SALARIES AND WAGES	80,404.00	0.00	0.00	6,283.21	59,570.91	20,833.09	74.09
101-67200-706500	SICK PAY BANK	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-67200-707100	PAID TIME EMPLOYEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-67200-707200	BD/COM/AUTH PER DIEM	6,000.00	0.00	0.00	150.00	1,125.00	4,875.00	18.75
101-67200-715000	SOCIAL SECURITY	6,610.00	0.00	0.00	464.68	4,382.40	2,227.60	66.30
101-67200-716000	EMPLOYERS-RETIREMENT	24,239.00	0.00	0.00	1,911.98	18,127.44	6,111.56	74.79
101-67200-716001	DC RETIREMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-67200-716010	EMPLOYERS-RET HEALTH C	28,397.00	0.00	0.00	2,251.94	21,348.50	7,048.50	75.18
101-67200-716012	EMPLOYER-HCS	0.00	0.00	0.00	54.20	314.09	-514.09	0.00
101-67200-717000	UNEMPLOYMENT INSURANCE	86.00	0.00	0.00	6.48	60.95	25.05	70.87
101-67200-718000	WORKERS COMPENSATION I	48.00	0.00	0.00	3.52	33.32	14.68	69.42
101-67200-719000	HEALTH INSURANCE	16,433.00	0.00	0.00	1,254.00	12,008.00	4,425.00	73.07
101-67200-720000	LIFE INSURANCE	123.00	0.00	0.00	10.94	103.93	29.07	72.94
101-67200-721000	OPTICAL INSURANCE	118.00	0.00	0.00	9.06	86.07	31.93	72.94
101-67200-722000	DENTAL INSURANCE	895.00	0.00	0.00	68.84	693.98	241.02	72.07
101-67200-723000	DISABILITY INSURANCE	730.00	0.00	0.00	57.54	545.54	184.46	74.73
101-67200-725000	ACCRUED WAGES AND FRIN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-67200-728000	OFFICE SUPPLIES	2,000.00	0.00	0.00	0.00	247.71	1,752.29	12.39
101-67200-729000	PRINTING AND IMAGING	1,600.00	0.00	0.00	0.00	0.00	1,600.00	0.82
101-67200-730000	POSTAGE AND MAILING FE	1,500.00	0.00	0.00	0.00	12.36	1,487.64	0.00
101-67200-731000	COMPUTER & DATA PROC S	1,600.00	0.00	600.00	0.00	0.00	1,000.00	37.50
101-67200-803000	PRE-EMPLOYMENT PHYSICA	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-67200-810000	BOARD PER DIEM	3,250.00	0.00	0.00	91.28	584.08	2,665.92	17.97
101-67200-810020	SOFTWARE LICENSE FEE	20,651.00	0.00	0.00	0.00	19,352.75	1,298.25	51.49
101-67200-814015	PAYROLL SERVICES	2,400.00	0.00	0.00	73.56	419.65	1,980.35	0.00
101-67200-826000	LEGAL AND PROFESSIONAL	225.00	0.00	0.00	0.00	0.00	225.00	0.00
101-67200-830000	ASSOCIATION & MEMBERSH	515.00	0.00	0.00	23.93	284.38	230.62	35.22
101-67200-851000	TELEPHONE	850.00	0.00	0.00	0.00	0.00	850.00	0.00
101-67200-861000	TRAVEL	300.00	0.00	0.00	0.00	0.00	300.00	0.00
101-67200-864000	CONFERENCE AND CONVENT	100.00	0.00	0.00	0.00	0.00	100.00	0.00
101-67200-864080	CONF/CONVENTION BOARD	1,354.00	0.00	0.00	106.74	1,012.00	342.00	74.74
101-67200-911000	GENERAL LIABILITY INSU	1,500.00	0.00	0.00	134.75	1,012.00	488.00	67.47
101-67200-921000	ELECTRICITY	1,200.00	0.00	0.00	14.87	90.82	1,09.18	45.41
101-67200-923000	WATER AND SEWAGE	600.00	0.00	0.00	10.38	316.81	283.19	52.80
101-67200-933000	HEATING FUEL	100.00	0.00	0.00	0.00	0.00	100.00	0.00
101-67200-943000	MAINT-OFFICE EQUIP AND	2,000.00	0.00	0.00	93.25	473.70	1,526.30	23.69
101-67200-963000	CENTRAL SERVICES/INDIR	12,002.00	0.00	0.00	0.00	0.00	12,002.00	100.00
101-67200-980575	C.O.-COMPUTER SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL COMMISSION ON AGING		223,655.00	0.00	600.00	13,085.15	161,655.89	61,399.11	72.55

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REVEN

County of Monroe
Revenue Report

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** 280 SENIOR CITIZENS FUND

Account #	Description	Amended Budget	YTD Receipts	YTD Receipts	Balance	Col1
89800 FUND BALANCE CARRYFORWARD						
280-89800-695001 FUND BALANCE CARRYFORWARD-REV		-565,184.00	0.00	0.00	-565,184.00	0.00
TOTAL FUND BALANCE CARRYFORWARD		-565,184.00	0.00	0.00	-565,184.00	0.00
97000 SPECIAL EXP/REV-OTHER AGENCIES						
280-97000-402000 CURRENT PROPERTY TAXES		-2,896,417.00	0.00	-2,720,528.55	-175,888.45	93.93
280-97000-415000 PRIOR YEAR TAX ADJUSTMENTS		22,750.00	1,763.32	5,817.80	16,932.20	23.57
280-97000-430000 DELINQUENT PERSONAL PROP TAXES		-3,500.00	-7.24	-2,973.53	-526.47	84.96
280-97000-434020 OTH TAXES-PYMT IN LIEU OF TAX		-7,500.00	0.00	-7,608.41	-108.41	101.45
280-97000-437000 INDUSTRIAL FACILITY TAX		-11,500.00	0.00	-9,536.46	-1,963.54	82.93
280-97000-445000 TAXES-PENALTIES & INT ON TAXES		-100,000.00	0.00	-210,026.28	110,026.28	210.03
280-97000-573000 IC STABIL SHARE TAX 2014 PA80		0.00	0.00	0.00	0.00	0.00
280-97000-576000 STATE GRANT-REIMB INV LOSS		-2,000.00	0.00	-2,096.21	96.21	104.81
280-97000-665000 INTEREST INCOME		-1,000.00	0.00	-761.75	-238.25	76.18
280-97000-676070 SPECIAL REVENUE-REIMBURSEMENT		0.00	0.00	0.00	0.00	0.00
280-97000-677000 OTHER REVENUE-MISCELLANEOUS		0.00	0.00	0.00	0.00	0.00
280-97000-687030 REBATES-PRESCRIPTION						
TOTAL SPECIAL EXP/REV-OTHER AGENCIES		-2,999,417.00	1,756.08	-2,947,762.57	-51,654.43	98.28
99999 FUND LEVEL						
280-99999-688000 DEFAULT DISCOUNT		0.00	0.00	0.00	0.00	0.00
TOTAL FUND LEVEL		0.00	0.00	0.00	0.00	0.00
TOTAL 280 SENIOR CITIZENS FUND		-3,564,601.00	1,756.08	-2,947,762.57	-616,838.43	82.70

COA Director's Report Items (010/13/21)

1. Common Measures Reports – Included in Packet
2. COA Website Views – Included in Packet
3. Waitlist/Service not Provided Summary – Included in Packet

Table A.

Cumulative Units Reported vs. Unit Maximum

(Goal is to be between 61% - 71%)

As of: August

Provider/Program	Cumulative Units	Unit Maximum	Percentage
Area Agency on Aging 1-B	0.00	550.00	0%
Milan Seniors for Healthy Living	1,436.50	9,500.00	15%
Frenchtown Adult Day Services	1,808.25	7,262.00	25%
Dundee Area Senior Citizens Center	8,811.25	31,950.00	28%
United Way Project Ramp of MC	32,573.45	116,908.00	28%
Bedford Senior Community Center	13,672.09	45,044.00	30%
Memory Lane Care Services	104.50	336.00	31%
Berlin Township Senior Citizens Group	1,757.00	4,940.00	36%
MCOP-Utility Assistance Program	5,513.20	15,000.00	37%
Lake Erie Transportation Commission	7,777.00	20,834.00	37%
Frenchtown Senior Citizens Center	14,663.50	35,000.00	42%
MCOP-Specialized Transportation	3,744.00	8,500.00	44%
MCOP-Resource Advocacy	4,313.00	9,430.00	46%
Monroe County Senior Legal Services	1,607.30	3,189.54	50%
Health Van	1,498.00	2,700.00	55%
MCOP-The Opportunity Center at ALCC	4,883.25	8,472.00	58%
RSVP	34,604.95	60,000.00	58%
Ash Senior Citizens	1,372.00	2,353.00	58%
MCOP-Volunteer Caregiver Program	240.00	375.00	64%
MCOP-Unmet Emergency Needs	5,468.88	8,500.00	64%
Monroe Family YMCA Enhanced Fitness	643.07	918.00	70%
Self and Family Behavioral Healthcare	102.00	145.00	70%
Monroe Senior Citizens Center	42,499.25	58,360.00	73%
MCOP-Home Care	5,144.05	7,000.00	73%
MCOP-Home Chore	3,315.50	4,386.00	76%
Living Independence for Everyone	105,916.00	140,000.00	76%
Milan Seniors Transportation	515.00	600.00	86%
Milan Seniors Meals on Wheels	2,546.00	2,963.00	86%
MCOP-Food Assistance Program	271,314.10	314,285.00	86%
MCOP-Home Injury Control	5,872.76	6,500.00	90%

Table B.**Unduplicated Clients Served vs. Anticipated Clients Served**

(Goal is to be at least 61%)

As of: August

Provider/Program	Cumulative Unduplicated Clients	Anticipated Clients Served	Percentage
Area Agency on Aging 1-B	0	450	0%
Monroe Family YMCA Enhanced Fitness	78	400	20%
Frenchtown Adult Day Services	9	35	26%
MCOP-Utility Assistance Program	13	41	32%
Milan Seniors for Healthy Living	97	250	39%
MCOP-Volunteer Caregiver Program	4	10	40%
Memory Lane Care Services	4	10	40%
Lake Erie Transportation Commission	366	750	49%
United Way Project Ramp of MC	10	20	50%
Milan Seniors Transportation	18	35	51%
MCOP-Unmet Emergency Needs	10	19	53%
Ash Senior Citizens	71	120	59%
RSVP	211	350	60%
MCOP-Specialized Transportation	129	210	61%
Bedford Senior Community Center	708	1,130	63%
Monroe County Senior Legal Services	628	1,000	63%
Health Van	113	175	65%
MCOP-Home Care	103	143	72%
MCOP-Food Assistance Program	1,099	1,404	78%
MCOP-Home Chore	337	430	78%
Living Independence for Everyone	945	1,200	79%
Monroe Senior Citizens Center	1,235	1,500	82%
MCOP-Resource Advocacy	1,164	1,400	83%
Self and Family Behavioral Healthcare	35	40	88%
MCOP-Home Injury Control	76	85	89%
Frenchtown Senior Citizens Center	956	1,050	91%
Berlin Township Senior Citizens Group	124	130	95%
MCOP-The Opportunity Center at ALCC	85	80	106%
Milan Seniors Meals on Wheels	18	15	120%
Dundee Area Senior Citizens Center	389	300	130%

Table C.

Actual Expenditures vs. Total Budget

(Goal is to be between 61% - 71%)

As of: August

Provider/Program	Actual Expenditures	Total Budget	Percentage
Area Agency on Aging 1-B	\$0.00	\$31,376.50	0%
Self and Family Behavioral Healthcare	\$15,801.00	\$70,700.00	22%
MCOP-Utility Assistance Program	\$7,495.39	\$30,882.24	24%
United Way Project Ramp of MC	\$37,759.78	\$139,293.00	27%
MCOP-Home Injury Control	\$6,506.31	\$18,737.00	35%
Berlin Township Senior Citizens Group	\$17,174.25	\$48,605.00	35%
MCOP-Specialized Transportation	\$163,889.54	\$447,239.87	37%
Bedford Senior Community Center	\$176,530.00	\$392,584.00	45%
Lake Erie Transportation Commission	\$293,861.00	\$603,773.00	49%
Memory Lane Care Services	\$20,910.18	\$42,417.61	49%
Frenchtown Adult Day Services	\$99,642.00	\$190,777.00	52%
MCOP-The Opportunity Center at ALCC	\$34,353.08	\$65,658.00	52%
Ash Senior Citizens	\$19,890.22	\$37,894.00	52%
RSVP	\$98,496.01	\$180,942.00	54%
MCOP-Unmet Emergency Needs	\$5,794.64	\$10,632.24	55%
MCOP-Home Chore	\$113,628.32	\$203,900.80	56%
MCOP-Home Care	\$146,109.89	\$254,930.00	57%
Monroe County Senior Legal Services	\$186,108.78	\$324,220.00	57%
Frenchtown Senior Citizens Center	\$193,332.00	\$331,550.00	58%
Health Van	\$143,825.00	\$245,798.00	59%
Milan Seniors Meals on Wheels	\$58,226.26	\$98,730.00	59%
Monroe Family YMCA Enhanced Fitness	\$24,674.00	\$41,469.05	59%
Monroe Senior Citizens Center	\$361,877.50	\$595,192.00	61%
Milan Seniors Transportation	\$69,335.16	\$107,991.00	64%
MCOP-Volunteer Caregiver Program	\$15,509.00	\$23,733.00	65%
MCOP-Resource Advocacy	\$150,843.40	\$228,982.35	66%
Living Independence for Everyone	\$850,754.74	\$1,264,961.10	67%
Dundee Area Senior Citizens Center	\$215,380.53	\$312,230.00	69%
MCOP-Food Assistance Program	\$171,416.37	\$242,144.00	71%
Milan Seniors for Healthy Living	\$70,890.90	\$98,549.00	72%

Table D.

Total Cost Per Unduplicated Client (Year to Date)

(Goal is to be less than 110% at year end)

As of: August

Provider/Program	Actual Expenses	Y-T-D Unduplicated Clients Served	Cost Per Unduplicated Client	Total Budget	Anticipated Clients Served	Unduplicated Cost Goal	Percent
Area Agency on Aging 1-B	\$0.00	0	\$0.00	\$31,376.50	450	\$69.73	0%
Self and Family Behavioral Healthcare	\$15,801.00	35	\$451.46	\$70,700.00	40	\$1,767.50	26%
Berlin Township Senior Citizens Group	\$17,174.25	124	\$138.50	\$48,605.00	130	\$373.88	37%
MCOP-Home Injury Control	\$6,506.13	76	\$85.61	\$18,437.00	85	\$216.91	39%
Milan Seniors Meals on Wheels	\$58,226.56	18	\$3,234.81	\$98,730.00	15	\$6,582.00	49%
MCOP-The Opportunity Center at ALCC	\$34,353.08	85	\$404.15	\$65,658.00	80	\$820.73	49%
Dundee Area Senior Citizens Center	\$215,380.53	389	\$553.68	\$312,230.00	300	\$1,040.77	53%
United Way Project Ramp of MC	\$37,759.78	10	\$3,775.98	\$139,293.00	20	\$6,964.65	54%
MCOP-Specialized Transportation	\$163,889.54	129	\$1,270.46	\$447,239.87	210	\$2,129.71	60%
Frenchtown Senior Citizens Center	\$193,332.00	956	\$202.23	\$331,550.00	1,050	\$315.76	64%
MCOP-Home Chore	\$113,928.32	337	\$338.07	\$203,900.80	430	\$474.19	71%
Bedford Senior Community Center	\$176,530.00	708	\$249.34	\$392,584.00	1,130	\$347.42	72%
Monroe Senior Citizens Center	\$361,877.50	1,235	\$293.02	\$595,192.00	1,500	\$396.79	74%
MCOP-Utility Assistance Program	\$7,495.39	13	\$576.57	\$30,882.24	41	\$753.23	77%
MCOP-Resource Advocacy	\$150,843.40	1,164	\$129.59	\$228,982.35	1,400	\$163.56	79%
MCOP-Home Care	\$146,109.09	103	\$1,418.53	\$254,930.00	143	\$1,782.73	80%
Living Independence for Everyone	\$850,754.74	945	\$900.27	\$1,264,961.10	1,200	\$1,054.13	85%
Ash Senior Citizens	\$19,890.22	71	\$280.14	\$37,894.00	120	\$315.78	89%
RSVP	\$98,496.01	211	\$466.81	\$180,942.00	350	\$516.98	90%
MCOP-Food Assistance Program	\$171,416.73	1,099	\$155.98	\$242,144.00	1,404	\$172.47	90%
Health Van	\$143,825.00	113	\$1,272.79	\$245,798.00	175	\$1,404.56	91%
Monroe County Senior Legal Services	\$186,108.78	628	\$296.35	\$324,220.00	1,000	\$324.22	91%
Lake Erie Transportation Commission	\$293,861.00	366	\$802.90	\$603,773.00	750	\$805.03	100%
MCOP-Unmet Emergency Needs	\$5,794.64	10	\$579.46	\$10,632.24	19	\$559.59	104%
Memory Lane Care Services	\$20,910.18	4	\$5,227.55	\$42,417.61	10	\$4,241.76	123%
Milan Seniors Transportation	\$69,335.60	18	\$3,851.98	\$107,991.00	35	\$3,085.46	125%
MCOP-Volunteer Caregiver Program	\$15,509.00	4	\$3,877.25	\$23,733.00	10	\$2,373.30	163%
Milan Seniors for Healthy Living	\$70,890.00	97	\$730.82	\$98,549.00	250	\$394.20	185%
Frenchtown Adult Day Services	\$99,642.00	9	\$11,071.33	\$190,777.00	35	\$5,450.77	203%
Monroe Family YMCA Enhanced Fitness	\$24,674.00	78	\$316.33	\$41,469.05	400	\$103.67	305%

Table E.

Actual Revenue vs. Total Budget

(Goal is to be between 61% - 71%)

As of: August

Provider/Program	Actual Revenue	Total Budget	Percentage
Area Agency on Aging 1-B	\$0.00	\$31,376.50	0%
MCOP-Utility Assistance Program	\$5,084.74	\$30,882.24	16%
United Way Project Ramp of MC	\$27,677.80	\$139,293.00	20%
Memory Lane Care Services	\$8,930.74	\$42,417.61	21%
MCOP-Specialized Transportation	\$117,504.38	\$447,239.87	26%
Berlin Township Senior Citizens Group	\$15,378.20	\$48,605.00	32%
Milan Seniors Transportation	\$39,334.38	\$107,991.00	36%
MCOP-Home Injury Control	\$7,537.31	\$18,437.00	41%
MCOP-Unmet Emergency Needs	\$4,856.68	\$10,632.24	46%
MCOP-Resource Advocacy	\$106,084.64	\$228,982.35	46%
MCOP-The Opportunity Center at ALCC	\$31,687.56	\$65,658.00	48%
Milan Seniors Meals on Wheels	\$49,835.74	\$98,730.00	50%
Frenchtown Adult Day Services	\$100,001.00	\$190,777.00	52%
RSVP	\$100,326.23	\$180,942.00	55%
Bedford Senior Community Center	\$224,701.00	\$392,584.00	57%
Health Van	\$142,404.00	\$245,798.00	58%
MCOP-Home Care	\$158,680.92	\$254,930.00	62%
MCOP-Home Chore	\$127,839.55	\$203,900.80	63%
MCOP-Food Assistance Program	\$156,254.33	\$242,144.00	65%
Frenchtown Senior Citizens Center	\$215,828.00	\$331,550.00	65%
Monroe County Senior Legal Services	\$212,411.92	\$324,220.00	66%
Milan Seniors for Healthy Living	\$66,088.76	\$98,549.00	67%
Living Independence for Everyone	\$893,252.31	\$1,264,961.10	71%
Monroe Senior Citizens Center	\$424,303.81	\$595,192.00	71%
Lake Erie Transportation Commission	\$435,796.00	\$603,773.00	72%
Self and Family Behavioral Healthcare	\$52,786.00	\$70,700.00	75%
Dundee Area Senior Citizens Center	\$244,084.92	\$312,230.00	78%
Monroe Family YMCA Enhanced Fitness	\$32,755.16	\$41,469.05	79%
Ash Senior Citizens	\$30,716.00	\$37,894.00	81%
MCOP-Volunteer Caregiver Program	\$21,148.00	\$23,733.00	89%

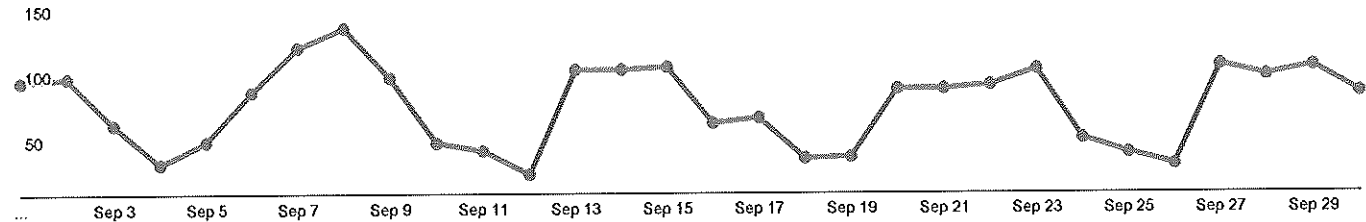
Commission on Aging

Sep 1, 2021 - Sep 30, 2021

All Users
1.75% Pageviews

Report Tab

● Pageviews



Page	Pageviews	Users
	2,033	809
	% of Total: 1.75% (116,006)	% of Total: 2.44% (33,214)
1. /officials_and_departments/departments/commission_on_aging/index.php	666 (32.76%)	205 (19.60%)
2. /officials_and_departments/departments/commission_on_aging/services.php	210 (10.33%)	79 (7.55%)
3. /officials_and_departments/departments/commission_on_aging/community_based_services/emergency_housing_shelters_homelessnes s.php	110 (5.41%)	63 (6.02%)
4. /officials_and_departments/departments/commission_on_aging/community_based_services/transportation_services.php	104 (5.12%)	77 (7.36%)
5. /officials_and_departments/departments/commission_on_aging/resource_guides.php	96 (4.72%)	32 (3.06%)
6. /officials_and_departments/departments/commission_on_aging/agenda_s_and_minutes.php	80 (3.94%)	39 (3.73%)
7. /officials_and_departments/departments/commission_on_aging/in-home_services/home_delivered_meals.php	68 (3.34%)	44 (4.21%)
8. /officials_and_departments/departments/commission_on_aging/multi-purpose_senior_centers.php	60 (2.95%)	25 (2.39%)
9. /officials_and_departments/departments/commission_on_aging/housing_in_monroe_county/apartments.php	56 (2.75%)	46 (4.40%)
10. /officials_and_departments/departments/commission_on_aging/community_based_services/meals_and_nutrition.php	55 (2.71%)	48 (4.59%)
11. /officials_and_departments/departments/commission_on_aging/medical_services/hospitals.php	43 (2.12%)	34 (3.25%)
12. /officials_and_departments/departments/commission_on_aging/community_based_services/volunteer_services.php	42 (2.07%)	32 (3.06%)
13. /officials_and_departments/departments/commission_on_aging/housing_in_monroe_county/housing_commissions.php	40 (1.97%)	27 (2.58%)
14. /officials_and_departments/departments/commission_on_aging/community_based_services/domestic_violence.php	39 (1.92%)	22 (2.10%)
15. /officials_and_departments/departments/commission_on_aging/community_based_services/counseling.php	28 (1.38%)	24 (2.29%)
16. /officials_and_departments/departments/commission_on_aging/community_based_services/legal_service.php	26 (1.28%)	22 (2.10%)
17. /officials_and_departments/departments/commission_on_aging/community_based_services/support_groups.php	22 (1.08%)	15 (1.43%)
18. /officials_and_departments/departments/commission_on_aging/in-home_services/hospice_and_palliative_care.php	21 (1.03%)	15 (1.43%)
19. /officials_and_departments/departments/commission_on_aging/community_based_services/clothing_resources_household_goods.php	20 (0.98%)	18 (1.72%)
20. /officials_and_departments/departments/commission_on_aging/in-home_services/utility_assistance.php	20 (0.98%)	15 (1.43%)

21. /officials_and_departments/departments/commission_on_aging/about_us/index.php	19 (0.93%)	16 (1.53%)
22. /officials_and_departments/departments/commission_on_aging/community_based_services/loan_closets_(dme).php	17 (0.84%)	9 (0.86%)
23. /officials_and_departments/departments/commission_on_aging/coa_board_meetings.php	16 (0.79%)	8 (0.76%)
24. /officials_and_departments/departments/commission_on_aging/community_based_services/abuse_and_neglect.php	16 (0.79%)	11 (1.05%)
25. /officials_and_departments/departments/commission_on_aging/about_us/coa_staff.php	15 (0.74%)	11 (1.05%)
26. /officials_and_departments/departments/commission_on_aging/housing_in_monroe_county/nursing_homes.php	15 (0.74%)	14 (1.34%)
27. /officials_and_departments/departments/commission_on_aging/in-home_services/home_care_services.php	13 (0.64%)	12 (1.15%)
28. /officials_and_departments/departments/commission_on_aging/in-home_services/home_repairs_maintenance.php	13 (0.64%)	8 (0.76%)
29. /officials_and_departments/departments/commission_on_aging/medical_services/medical_equipment.php	12 (0.59%)	10 (0.96%)
30. /officials_and_departments/departments/commission_on_aging/housing_in_monroe_county/assisted_living_memory_care.php	9 (0.44%)	6 (0.57%)
31. /officials_and_departments/departments/commission_on_aging/about_us/board_members.php	7 (0.34%)	6 (0.57%)
32. /officials_and_departments/departments/commission_on_aging/housing_in_monroe_county/senior_living_in_monroe.php	7 (0.34%)	4 (0.38%)
33. /officials_and_departments/departments/commission_on_aging/in-home_services/home_chore_services.php	6 (0.30%)	5 (0.48%)
34. /officials_and_departments/departments/commission_on_aging/multi-purpose_senior_centers_and_groups.php	6 (0.30%)	2 (0.19%)
35. /officials_and_departments/departments/commission_on_aging/about_us/coa_presentation.php	5 (0.25%)	5 (0.48%)
36. /officials_and_departments/departments/commission_on_aging/in-home_services/index.php	5 (0.25%)	3 (0.29%)
37. /officials_and_departments/departments/commission_on_aging/events.php	4 (0.20%)	2 (0.19%)
38. /officials_and_departments/departments/commission_on_aging/medical_services/index.php	4 (0.20%)	3 (0.29%)
39. /officials_and_departments/departments/commission_on_aging/other_resources.php	4 (0.20%)	2 (0.19%)
40. /officials_and_departments/departments/commission_on_aging/about_us/coa.php	3 (0.15%)	2 (0.19%)
41. /officials_and_departments/departments/commission_on_aging/community_based_services/caregiver_resources.php	3 (0.15%)	3 (0.29%)
42. /officials_and_departments/departments/commission_on_aging/community_based_services/index.php	3 (0.15%)	3 (0.29%)
43. /officials_and_departments/departments/commission_on_aging/	2 (0.10%)	1 (0.10%)
44. /officials_and_departments/departments/commission_on_aging/about_us/annual_reports.php	2 (0.10%)	2 (0.19%)
45. /officials_and_departments/departments/commission_on_aging/about_us/service_definitions.php	2 (0.10%)	2 (0.19%)
46. /officials_and_departments/departments/commission_on_aging/historic_minutes.php	2 (0.10%)	1 (0.10%)
47. /officials_and_departments/departments/commission_on_aging/medical_services/medical_alert_systems.php	2 (0.10%)	2 (0.19%)
48. /officials_and_departments/departments/commission_on_aging/older_adult_needs_assessment.php	2 (0.10%)	1 (0.10%)
49. /officials_and_departments/departments/commission_on_aging/resource_guides.php?fbclid=IwAR1aTuGxeg6PFkkl7qopLQoufoAetlL9xSAeZzB3TrzAcSE2QPQj5QT_UQ	2 (0.10%)	1 (0.10%)
50. /officials_and_departments/departments/commission_on_aging/services.php?back=https://www.google.com/search?client=safari&as_qd=r=all&as_occt=any&safe=active&as_q=What+kind+of+things+are+available+for+seniors+in+Monroe+Michigan&channel=aplab&source=a-a&pp1&hl=en	2 (0.10%)	1 (0.10%)
51. /officials_and_departments/departments/commission_on_aging/the_opportunity_center_at_alcc.php	2 (0.10%)	1 (0.10%)
52. /officials_and_departments/departments/commission_on_aging/about_us/by-laws_and_policies.php	1 (0.05%)	1 (0.10%)
53. /officials_and_departments/departments/commission_on_aging/community_based_services/loan_closets_(dme).php?fbclid=IwAR0APvJj6I9Wp3K0LdxXf3jJ8WTAjfQqg7QP3WW-b60zslp4KrMyIwH7jc	1 (0.05%)	1 (0.10%)
54. /officials_and_departments/departments/commission_on_aging/community_based_services/loan_closets_(dme).php?fbclid=IwAR0GBBUuRQIYXBCeUrcSsUcl_zVZ7w1PXKvGh_xHyF-SEfrNaAyZyGd1FOk	1 (0.05%)	1 (0.10%)
55. /officials_and_departments/departments/commission_on_aging/community_based_services/loan_closets_(dme).php?fbclid=IwAR2cVJCM SG-VL7NKcmQ6hgLujdUGk80ZIYW7ns5qETHwFkJkLXz7j7VY9B0	1 (0.05%)	1 (0.10%)



Commission On Aging

www.co.monroe.mi.us/commonaging

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Pam LaPan
Secretary

Mary Gantzios

Larry Gramlich

Wayne Meehean

Cynthia McIlvain

Paul Simonton

Mary Ann
Wertenberger

To: Commission on Aging Board Members

From: Jeff McBee

Date: October 7, 2021

RE: Waitlist/Requested Service Not Provided- September 2021

The following is a summary of all reported seniors placed or remaining on a waitlist and seniors requesting service that was not provided from August 25th of 2021 through September 25th of 2021:

Retired & Senior Volunteer Program

- 4 seniors requested a ride that were not provided because a volunteer driver was not available.

United Way Project Ramp

- There are currently 21 reported seniors awaiting a ramp.



September 22, 2021

Cheryl Rivard, Chairwoman
Jeff McBee, Director
Monroe County Commission on Aging
965 South Raisinville Road
Monroe, MI 48161

Dear Chairwoman Rivard & Mr. McBee:

We are writing to request that MCOP be placed on the agenda for the October 13, 2021 meeting of the Commission on Aging to request additional funding for the Home Care program. MCOP has experienced extensive growth in this program as the need for seniors to receive in-home services continues to be critical to their health and wellbeing.

Our projections show that MCOP will be exhausting our current allocation in mid-November. This means our current clients would not be able to receive services until January 2022. In addition, MCOP continues to receive requests for this program on a regular basis.

Therefore, we are requesting an additional **925 units at \$17.90** per unit of home care service for an additional funding request of **\$16,557.00**. This increase will allow us to continue serving our current clients and new requests through December 2021.

Thank you for your consideration of this request.

Sincerely,
Stephanie Kasprzak
Stephanie Zorn Kasprzak
Executive Director

Margaret Shipman
Margaret Shipman
Aging Services Director





Commission On Aging

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Policy #: MCCOA 11-02

Title: *The Monroe County Commission on Aging Funding Rules and Regulations*

Adopted: *Unknown*

Revised: *01-01-2018*

The following 25 items serve as an official record of the funding rules and regulations for agencies funded by the Monroe County Commission on Aging:

The Monroe County Commission on Aging Funding Rules and Regulations

1. To be funded, programs must serve seniors age 60 and older who are residents of Monroe County.
2. Agencies providing programs and services receiving County Millage Funding must submit monthly and year-end programmatic and financial reports showing how all program funds were spent. These reports need to be entered into the PeerPlace System no later than the 25th of the following month in which they are due. Calendar year end reports are due to the Commission on Aging office on or before February 25th of the new year. Programmatic reports must show number of units and clients served as well as the program income generated by the program.
3. Agencies must report immediately the discontinuation of a millage-funded program in writing to the Commission on Aging no less than three weeks before the program is discontinued.
4. Agencies making staff changes during the year that that are funded by the Commission on Aging are required to notify the Commission on Aging of their intent to change or restructure staffing before the changes are implemented. If the change requires a line item transfer, a written line item transfer notification and revised budget spreadsheets must be submitted one week prior to the transfer indicating the issues requiring the redirection of funds. Once transfers are applied, revisions must be entered into PeerPlace. Failure to comply will result in suspension of funding.
5. Commission on Aging agencies who publish newsletters are required to publish the following disclaimer on their newsletters: "Views and comments expressed in this newsletter are not necessarily the views and comments of the Monroe County Commission on Aging. The Monroe County Commission on Aging is a governmental agency, which funds community senior programming through millage dollars."
6. Payment to Monroe County Commission on Aging Fee for Service funded agencies is based solely on reimbursement for units of service provided and governed by annual contracts for service. Agencies are, however, required to submit line-item



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budgets and report monthly expenditures into Peerplace indicating how all program funds are spent. Agencies are not required to return funds to the Monroe County Commission on Aging if budgeted line-items are under spent at year end. Excess funds received due to the incorrect reporting of units served or billing errors will be deducted from payments for future units served until the balance is reconciled. If all Commission on Aging designated funds are expended prior to the end of the budget year, agencies are required to continue to report units served from other sources in Peerplace.

7. Any funded agency that seeks outside grant funding for new programming shall have an alternative plan for continuance prior to the end of the grant. A millage-funded agency should not expect that the Commission on Aging will continue to fund programs and/or staff resulting from the implementation of new grant funding that is discontinued. A millage-funded agency may present their request to the Commission for new programming and match funding, as has been the practice in the past. It should not be expected that the Commission would fund any new programs over and above what it had funded during the current budget year. New funding to agencies is contingent upon available funding and current senior need.
8. Agencies requiring local match dollars from the millage for AAA 1-B grants must present a request in writing to the Commission on Aging Director one month prior to the regular scheduled Commission on Aging Meeting before the grant is due.
9. Agencies requesting to be placed on the Commission on Aging agenda at a regular scheduled or special meeting must submit their written request along with supporting documents for inclusion into the board packet no later than two weeks in advance of the meeting by 5 p.m. A representative of the agency must be present at the meeting for a request to be considered.
10. Agencies receiving millage dollars must sign annually the Commission on Aging Contract for Services.
11. Programs receiving millage funding must have a plan to recover cost share from the clients they serve.
12. Service agencies must maintain a record of the unduplicated number of clients served according to name, date of birth, age, street address, phone numbers, and municipality. The commission reserves the right to request this information at any time for administrative and billing purposes.
13. Agencies must submit to an independent third party audit of the agency showing full disclosure by program, all sources of revenue, expenses, program income, fundraising and fund balance/asset changes. The Commission's funding must be clearly denoted under the revenue sources. A completed IRS 990 should also accompany the audit (if applicable). The Commission will pay for the cost of the audit.