



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

Mary Ann
Wertenberger
Secretary

Mary Gantzios

Larry Gramlich

Cynthia McIlvain

Wayne Meehean

Paul Simonton

Donald Spencer

Monroe County Commission on Aging Regular Board Meeting February 9, 2022

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 January 12, 2022 Meeting
 - B. Strategic Planning Committee Notes – No meeting held
 - C. Finance Reports
 - D. Correspondence- None
 - E. Formal Agency Reports- None
9. Director's Report
10. Old Business
 - A. Conflict of Interest Policy Discussion
11. New Business
 - A. Bedford Senior Center Board/Management Update
12. Public Comment
13. Commission Members' Comments
14. Adjournment

The next Regular Board meeting will be on Wednesday, March 9, 2022, 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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Monroe County Commission on Aging

Regular Board Meeting Minutes

January 12, 2022

Commission on Aging Conference Room

Jeff McBee, the Director, called the meeting to order at 1:02 p.m.

Members present Mary Ann Wertenberger, Larry Gramlich, Martin Kaufman, Mary Gantzoz, Donald Spencer, and Wayne Meehan.

Members excused Cynthia McIlvain, Cheryl Rivard, and Paul Simonton

Jeff McBee, the Director, led the Pledge of Allegiance and silent prayer.

Review of Organizational Meeting Procedures by Jeff McBee, Director

Jeff McBee, the Director, reviewed that the purpose of the Organizational Meeting shall be to elect a Chairperson, Vice-Chairperson, and Secretary.

Election of Chairperson:

Jeff McBee, the Director, opened nominations for Chairperson for the calendar year 2022.

Martin Kaufman moved to nominate Cheryl Rivard to remain as Chairperson for the calendar year 2022.

Jeff McBee, the Director, declared nominations closed for Chairperson.

Cynthia McIlvain made a motion to declare Cheryl Rivard as Chairperson for Calendar year 2022. Supported by Mary Ann Wertenberger.

Roll call

Mary Ann Wertenberger – Yes	Larry Gramlich – Yes	Martin Kaufman - Yes
Mary Gantzoz – Yes	Donald Spencer – Yes	Wayne Meehean – Yes

Motion carried.

Election of Vice-Chairperson:

Jeff McBee, the Director, opened nominations for Vice-Chairperson for the calendar year 2022.

Larry Gramlich moved to nominate Martin Kaufman to remain as Vice-Chairperson for the calendar year 2022.

Jeff McBee, the Director, declared nominations closed for Vice-Chairperson.

Wayne Meehean made a motion to declare Martin Kaufman as Vice Chairperson for Calendar year 2022. Supported by Mary Ann Wertenberger.

Roll call

Larry Gramlich – Yes	Martin Kaufman - Abstain	Mary Gantzoz – Yes
Donald Spencer – Yes	Wayne Meehean – Yes	Mary Ann Wertenberger – Yes

Motion carried.



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Secretary

Mary Gantz

Larry Gramlich

Cynthia McIlvain

Wayne Meehan

Paul Simonton

Donald Spencer

Vice-Chairperson Kaufman presided over the rest of the meeting.

Election of Secretary:

Vice-Chairperson Kaufman opened nominations for Secretary for the calendar year 2022.

Wayne Meehan moved to nominate Mary Ann Wertenberger as Secretary for the calendar year 2022.

Vice-Chairperson Kaufman declared nominations closed for Secretary.

Mary Gantz made a motion to declare Mary Ann Wertenberger as Secretary for Calendar year 2022. Supported by Wayne Meehan.

Roll call

Martin Kaufman - Yes

Mary Gantz - Yes

Donald Spencer - Yes

Wayne Meehan - Yes

Mary Ann Wertenberger - Yes

Larry Gramlich - Yes

Motion carried.

Approval of the Agenda:

Wayne Meehan made a motion to approve *January 12, 2022*, Regular Board Meeting Agenda as presented. Support by Donald Spencer. **Motion carried.**

Public Comment:

Sandie Pierce, Executive Director, Monroe Center for Healthy Aging, provided a brief overview of the center's annual report.

Special Presentations:

Beth Berlin, Program Director, Retired & Senior Volunteer Program (RSVP), provided an overview of their partnership with the University of Chicago's RISC that investigates today's social issues by gathering information from the county's older adults concerning community connections and social participation and generates radical solutions with real-world relevance.

Consent Agenda:

- A. Approval of Regular Meeting Minutes of December 8, 2021
- B. Strategic Planning Committee Notes of January 6, 2022
- C. Finance Reports of December 2021
- D. Correspondence Report - None
- E. Formal Agency Reports - None

Wayne Meehan made a motion to approve the Consent Agenda as presented and placed on file. Supported by Mary Ann. **Motion carried.**

Directors' Report:

Jeff McBee reported the following:

➤ Common Measures Report

The November 2021 Common Measures Reports provide the Commission with the provider's Cumulative Units Reported vs. Maximum, Cumulative Unduplicated Clients



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Wayne Meehan

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Donald Spencer

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 December 2021, 686 individuals visited the site, with Services as the most visited category.

➤ Waitlist/Service Not Provided Summary

Mr. McBee reported that from November 25, 2021, through December 25, 2021, there are 26 seniors placed on the following waitlist.

- RSVP 1
- Ramp Program 25

Old Business: None

New Business:

A. YMCA Request to Count On-Site Units

Kristin Irwin, Chief Executive Officer, and Amanda Schmitz, Social Responsibility & Community Outreach Director, Monroe Family YMCA, requested the Commission's consideration to allow counting the on-site Enhanced Fitness units at the Monroe Family YMCA site.

Donald Spencer made a motion to approve the YMCA request to count the on-site Enhanced Fitness units. Supported by Larry Gramlich.

Roll call

Martin Kaufman - Yes	Mary Gantz - Yes	Donald Spencer - Yes
Wayne Meehan - Yes	Mary Ann Wertenberger - Yes	Larry Gramlich - Yes

Motion carried.

B. Budget Application Review Process Discussion

Jeff McBee questioned if the Commission still wanted the full binder that is usually put together for the hearings or if supplying one electronic copy and one hard copy would be acceptable for all funding applications since the hearings are only as needed and or requested.

The Commission came to the consensus that the full binders are not necessary however having a full binder at the office in case one is needed or requested.

C. Memorials/Tributes to former Board Members Discussion

The Commission came to the consensus to have a listing of all former Board members including their dates of service on the Conference room wall and the COA website.

D. Conflict of Interest Policy Review/Discussion

The Commission reviewed and discussed the current Conflict of Interest Policy and came to the consensus to add this item to the February meeting for further discussion.

Public Comment:

John Alexander is the Interim Director at the Bedford Senior Community Center.



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Donald Spencer

Kristin Irwin thanked the Commission for their continued support for the Monroe Family YMCA.

Stephanie Kasprzak announced that MCOP has 10 pallets of KN95 Mask and that anyone who is in need of masks to stop by MCOP.

Commission Members Comments: None

Adjournment:

Wayne Meehan made a motion to adjourn. Supported by Larry Gramlich. **Motion carried.**
Meeting adjourned at 2:26 p.m.

The next Regular Board meeting takes place on Wednesday, February 9, 2022, at 1:00 p.m. at the Monroe County Commission on Aging, 965 South Raisinville Road, Monroe, MI 48161.

Vicky L. Terrasi, Recording Secretary

PAGE: 00240
FISCAL DATE: 01/31/22 22/JAN

280 SENIOR CITIZENS FUND

Account #	Description	Amended Budget	Committed	Encumbered	MTD Expenditures	YTD Expenditures	Balance	% Exp
89000 CONTINGENCIES								
280-89000-9689001 CONTINGENCY-RESTRICTED		0.00	0.00	0.00	0.00	0.00	0.00	0.00
280-89000-9689002 CONTINGENCY		70,000.00	0.00	0.00	0.00	0.00	70,000.00	0.00
TOTAL CONTINGENCIES		70,000.00	0.00	0.00	0.00	0.00	70,000.00	0.00
89800 FUND BALANCE CARRYFORWARD								
280-89800-968501 FUND BALANCE CARRYFORW		0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FUND BALANCE CARRYFORW		0.00	0.00	0.00	0.00	0.00	0.00	0.00
97000 SPECIAL EXP/REV-OTHER AGENCIES								
280-97000-801280 CONTRACT SERV-OLDER NE		0.00	0.00	0.00	0.00	0.00	0.00	0.00
280-97000-820060 BOARD PROJECTS		0.00	0.00	0.00	0.00	0.00	0.00	0.00
280-97000-963000 CENTRAL SERVICES/INDIR		24,485.00	0.00	0.00	0.00	0.00	24,485.00	0.00
280-97000-963015 ASH SENIOR CITIZENS CE		24,431.00	0.00	0.00	0.00	0.00	24,431.00	0.00
280-97000-963020 RETIRED SENIOR VOLUNTE		75,001.00	0.00	0.00	0.00	0.00	75,001.00	0.00
280-97000-963025 AREA AGENCY ON AGING 1		12,468.00	0.00	0.00	0.00	0.00	12,468.00	0.00
280-97000-963031 BEDFORD TRANSPORTATION		54,648.00	0.00	0.00	0.00	0.00	54,648.00	0.00
280-97000-963035 BEDFORD SENIOR CITIZEN		240,084.00	0.00	0.00	0.00	0.00	240,084.00	0.00
280-97000-963045 BERLIN SENIOR CITIZEN		28,850.00	0.00	0.00	0.00	0.00	28,850.00	0.00
280-97000-963055 CATHOLIC SOCIAL SERVIC		0.00	0.00	0.00	0.00	0.00	0.00	0.00
280-97000-963065 DUNDIE SENIOR CITIZEN		191,700.00	0.00	0.00	0.00	0.00	191,700.00	0.00
280-97000-963065 DUNDIE SENIOR CITIZEN		8,500.00	0.00	0.00	0.00	0.00	8,500.00	0.00
280-97000-963071 EMERGENCY NEEDS		276,405.00	0.00	0.00	0.00	0.00	276,405.00	0.00
280-97000-963085 FRENCHTOWN SR CITIZEN		250,000.00	0.0					

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County of Monroe
Appropriation Report

PAGE: 00241
FISCAL DATE: 01/31/22 22/JAN

** 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	0.00	22,848.00	0.00
280-97000-965165	MONROE SENIOR CITIZEN	408,510.00	0.00	0.00	0.00	0.00	408,510.00	0.00
280-97000-965175	ARTHUR LESLOW COMMUNIT	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	0.00	0.00	0.00	0.00	0.00	0.00	0.00
280-97000-965191	DEAF & HEARING IMPAIRE	9,900.00	0.00	0.00	0.00	0.00	9,900.00	0.00
280-97000-965201	MILAN SENIOR MERLS ON	15,000.00	0.00	0.00	0.00	0.00	15,000.00	0.00
280-97000-965205	EMERGENCY FUEL	48,000.00	0.00	0.00	0.00	0.00	48,000.00	0.00
280-97000-965215	MILAN SENIOR CENTER	8,100.00	0.00	0.00	0.00	0.00	8,100.00	0.00
280-97000-965216	MILAN SENIOR TRANSIT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
280-97000-965220	MILAN SENIOR RESOURCE	61,165.00	0.00	0.00	0.00	0.00	61,165.00	0.00
280-97000-965225	ADULT DAY CARE SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
280-97000-965340	YMCA DIABETES PREVENTI	37,795.00	0.00	0.00	0.00	0.00	37,795.00	0.00
280-97000-965380	YMCA	3,000.00	0.00	0.00	0.00	0.00	3,000.00	0.00
280-97000-965390	MCOP VOLUNTEER CAREGIV	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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		3,313,061.00	0.00	0.00	0.00	0.00	3,313,061.00	0.00
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 OPORITUN	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 INDEP 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	231,995.00	0.00	0.00	0.00	0.00	231,995.00	0.00
TOTAL SPECIAL APPROP TO OTH		231,995.00	0.00	0.00	0.00	0.00	231,995.00	0.00

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County of Monroe
Appropriation Report

PAGE: 00242
FISCAL DATE: 01/31/22 22/JAN

** 280 SENIOR CITIZENS FUND

Account #	Description	Amended Budget	Committed	Encumbered	MTD Expenditures	YTD Expenditures	Balance	% Exp
TOTAL 280 SENIOR CITIZENS FUND		3,615,056.00	0.00	0.00	0.00	0.00	3,615,056.00	0.00

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County of Monroe
Appropriation Report

PAGE: 00060
FISCAL DATE: 01/31/22 22/JAN

** 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	86,968.00	0.00	0.00	6,516.00	6,516.00	80,452.00	7.49
101-67200-706500	SICK PAY BANK	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-67200-707100	PART 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	200.00	200.00	5,800.00	3.33
101-67200-715000	SOCIAL SECURITY	7,112.00	0.00	0.00	482.59	482.59	6,629.41	6.73
101-67200-716000	EMPLOYERS-RETIREMENT	26,525.00	0.00	0.00	1,987.37	1,987.37	24,537.63	7.49
101-67200-716001	DC RETIREMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-67200-716012	EMPLOYERS-RET HEALTH C	24,814.00	0.00	0.00	1,862.73	1,862.73	22,951.27	7.51
101-67200-716010	EMPLOYERS-HCS	764.00	0.00	0.00	57.06	57.06	706.94	7.47
101-67200-717000	UNEMPLOYMENT INSURANCE	93.00	0.00	0.00	6.75	6.75	86.25	7.26
101-67200-718000	WORKERS COMPENSATION I	60.00	0.00	0.00	4.31	4.31	55.69	7.18
101-67200-719000	HEALTH INSURANCE	17,878.00	0.00	0.00	1,375.20	1,375.20	16,502.80	7.69
101-67200-720000	LIFE INSURANCE	143.00	0.00	0.00	10.94	10.94	132.06	7.65
101-67200-721000	OPTICAL INSURANCE	122.00	0.00	0.00	9.38	9.38	112.62	7.69
101-67200-722000	DENTAL INSURANCE	842.00	0.00	0.00	64.70	64.70	777.30	7.68
101-67200-730000	DISABILITY INSURANCE	797.00	0.00	0.00	59.69	59.69	737.31	7.49
101-67200-735000	ACCURED WAGES AND FRIN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-67200-738000	OFFICE SUPPLIES	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0.00
101-67200-739000	PRINTING AND IMAGING	600.00	0.00	0.00	0.00	0.00	600.00	0.00
101-67200-740000	POSTAGE AND MAILING FE	1,500.00	0.00	0.00	0.00	0.00	1,500.00	0.00
101-67200-731000	COMPUTER & DATA PROC S	1,600.00	0.00	0.00	0.00	0.00	1,600.00	0.00
101-67200-803000	PRE-EMPLOYMENT PHYSICA	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-67200-810000	BOARD MEMBERS TRAVEL	3,250.00	0.00	0.00	116.07	116.07	3,133.93	3.57
101-67200-810020	BOARD MEMBERS TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-67200-814015	SOFTWARE LICENSE FEE	20,651.00	0.00	0.00	19,218.62	19,218.62	1,432.38	93.06
101-67200-814016	PAYROLL SERVICES	815.00	0.00	0.00	95.49	95.49	719.51	11.72
101-67200-826000	LEGAL AND PROFESSIONAL	2,400.00	0.00	0.00	0.00	0.00	2,400.00	0.00
101-67200-830000	ASSOCIATION & MEMBERSH	225.00	0.00	0.00	0.00	0.00	225.00	0.00
101-67200-851000	TELEPHONE	515.00	0.00	0.00	186.99	186.99	328.01	36.31
101-67200-851000	TRAVEL	850.00	0.00	0.00	0.00	0.00	850.00	0.00
101-67200-864000	CONFERENCE AND CONVENT	300.00	0.00	0.00	0.00	0.00	300.00	0.00
101-67200-864080	CONF/CONVENTION BOARD	100.00	0.00	0.00	0.00	0.00	100.00	0.00
101-67200-911000	GENERAL LIABILITY INSU	1,478.00	0.00	0.00	110.71	110.71	1,367.29	7.49
101-67200-921000	ELECTRICITY	1,500.00	0.00	0.00	0.00	0.00	1,500.00	0.00
101-67200-922000	WATER AND SEWAGE	200.00	0.00	0.00	0.00	0.00	200.00	0.00
101-67200-923000	HEATING FUEL	600.00	0.00	0.00	111.71	111.71	488.29	18.62
101-67200-933000	MAINT-OFFICE EQUIP AND	100.00	0.00	0.00	0.00	0.00	100.00	0.00
101-67200-942000	COPIER EXPENSE/LEASE	2,000.00	0.00	0.00	79.10	79.10	1,920.90	3.96
101-67200-963000	CENTRAL SERVICES/INDIR	19,193.00	0.00	0.00	0.00	0.00	19,193.00	0.00
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		231,995.00	0.00	0.00	32,555.41	32,555.41	199,439.59	14.03

RUN DATE: 02/01/22 11:44
REVEN

County of Monroe
Revenue Report

PAGE: 00079
FISCAL DATE: 01/31/22 22/JAN

** 280 SENIOR CITIZENS FUND

Account #	Description	Amended Budget	MTD Receipts	YTD Receipts	Balance	% Coll
89800 FUND BALANCE CARRYFORWARD						
280-89800-695001 FUND BALANCE CARRYFORWARD-REV		-429,548.00	0.00	0.00	-429,548.00	0.00
TOTAL FUND BALANCE CARRYFORWARD		-429,548.00	0.00	0.00	-429,548.00	0.00
97000 SPECIAL EXP/REV-OTHER AGENCIES						
280-97000-402000 CURRENT PROPERTY TAXES		-3,082,508.00	-1,184,506.06	-1,184,506.06	-1,898,001.94	38.43
280-97000-415000 PRIOR YEAR TAX ADJUSTMENTS		22,750.00	27.30	27.30	22,722.70	0.12
280-97000-420000 DELINQUENT PERSONAL PROP TAXES		-3,500.00	-137.13	-137.13	-3,362.87	3.92
280-97000-434020 OTH TAXES-PYMT IN LIEU OF TAX		-7,500.00	0.00	0.00	-7,500.00	0.00
280-97000-437000 INDUSTRIAL FACILITY TAX		-11,500.00	-29.64	-29.64	-11,470.36	0.26
280-97000-445000 TAXES-PENALTIES & INT ON TAXES		-250.00	0.00	0.00	-250.00	0.00
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		-100,000.00	0.00	0.00	-100,000.00	0.00
280-97000-665000 INTEREST INCOME		0.00	0.00	0.00	0.00	0.00
280-97000-676070 SPECIAL REVENUE-REIMBURSEMENT		-2,000.00	0.00	0.00	-2,000.00	0.00
280-97000-677000 OTHER REVENUE-MISCELLANEOUS		-1,000.00	0.00	0.00	-1,000.00	0.00
280-97000-687030 REBATES-PRESCRIPTION		0.00	0.00	0.00	0.00	0.00
TOTAL SPECIAL EXP/REV-OTHER AGENCIES		-3,185,508.00	-1,184,645.53	-1,184,645.53	-2,000,862.47	37.19
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		-3,615,056.00	-1,184,645.53	-1,184,645.53	-2,430,410.47	32.77

COA Director's Report Items (2/9/22)

1. Common Measures Reports – Included in Packet
2. COA Website Views – To be Included in Packet
3. Waitlist/Service not Provided Summary – Included in Packet
4. Budget Calendar Review - Included in Packet
5. Tribute to Former Board Members Update

Table A.

Cumulative Units Reported vs. Unit Maximum

(Goal is to be between 95% - 100%)

As of: December

Provider/Program	Cumulative Units	Unit Maximum	Percentage
Milan Seniors for Healthy Living	2,554.02	9,500.00	27%
United Way Project Ramp of MC	32,573.45	116,908.00	28%
Area Agency on Aging 1-B	181.00	550.00	33%
Memory Lane Care Services	126.50	336.00	38%
Frenchtown Adult Day Services	3,149.70	7,262.00	43%
Dundee Area Senior Citizens Center	15,934.00	31,950.00	50%
Bedford Senior Community Center	23,760.59	45,044.00	53%
Lake Erie Transportation Commission	11,680.00	20,834.00	56%
Berlin Township Senior Citizens Group	2,777.00	4,940.00	56%
MCOP-Specialized Transportation	6,121.00	8,500.00	72%
Frenchtown Senior Citizens Center	26,442.00	35,000.00	76%
Monroe County Senior Legal Services	2,534.44	3,189.54	79%
Ash Senior Citizens	2,091.00	2,353.00	89%
Health Van	2,447.00	2,700.00	91%
MCOP-Volunteer Caregiver Program	344.75	375.00	92%
RSVP	56,287.90	60,000.00	94%
MCOP-The Opportunity Center at ALCC	8,343.00	8,472.00	98%
MCOP-Home Chore	4,360.75	4,386.00	99%
MCOP-Unmet Emergency Needs	10,000.00	10,000.00	100%
MCOP-Utility Assistance Program	13,500.00	13,500.00	100%
Self and Family Behavioral Healthcare	145.00	145.00	100%
Monroe Family YMCA Enhanced Fitness	918.24	918.00	100%
MCOP-Resource Advocacy	9,449.75	9,430.00	100%
MCOP-Home Care	7,975.00	7,925.00	101%
Living Independence for Everyone	158,812.00	140,000.00	113%
MCOP-Home Injury Control	7,574.13	6,500.00	117%
Monroe Senior Citizens Center	69,372.00	58,360.00	119%
MCOP-Food Assistance Program	402,646.85	314,285.00	128%
Milan Seniors Meals on Wheels	3,989.00	2,963.00	135%
Milan Seniors Transportation	838.00	600.00	140%

Table B.

Unduplicated Clients Served vs. Anticipated Clients Served

(Goal is to be at least 3%)

As of: December

Provider/Program	Cumulative Unduplicated Clients	Anticipated Clients Served	Percentage
Area Agency on Aging 1-B	59	450	13%
MCOP-Volunteer Caregiver Program	3	10	30%
Monroe Family YMCA Enhanced Fitness	128	400	32%
Frenchtown Adult Day Services	13	35	37%
Memory Lane Care Services	4	10	40%
Milan Seniors for Healthy Living	120	250	48%
United Way Project Ramp of MC	10	20	50%
Lake Erie Transportation Commission	418	750	56%
Ash Senior Citizens	74	120	62%
MCOP-Utility Assistance Program	29	41	71%
Bedford Senior Community Center	807	1,130	71%
RSVP	262	350	75%
Milan Seniors Transportation	27	35	77%
Monroe County Senior Legal Services	857	1,000	86%
MCOP-Home Chore	369	430	86%
MCOP-Specialized Transportation	184	210	88%
MCOP-Food Assistance Program	1,260	1,404	90%
Monroe Senior Citizens Center	1,363	1,500	91%
MCOP-Home Care	131	143	92%
Berlin Township Senior Citizens Group	120	130	92%
Health Van	163	175	93%
Living Independence for Everyone	1,152	1,200	96%
MCOP-Unmet Emergency Needs	19	19	100%
Frenchtown Senior Citizens Center	1,051	1,050	100%
Self and Family Behavioral Healthcare	41	40	103%
MCOP-Home Injury Control	95	85	112%
MCOP-The Opportunity Center at ALCC	94	80	118%
MCOP-Resource Advocacy	1,735	1,400	124%
Dundee Area Senior Citizens Center	462	300	154%
Milan Seniors Meals on Wheels	26	15	173%

Table C.

Actual Expenditures vs. Total Budget

(Goal is to be between 95% - 100%)

As of: December

Provider/Program	Actual Expenditures	Total Budget	Percentage
Monroe Senior Citizens Center		\$595,192.00	0%
RSVP		\$180,942.00	0%
Self and Family Behavioral Healthcare	\$36,048.00	\$70,700.00	51%
United Way Project Ramp of MC	\$71,296.77	\$139,293.00	51%
MCOP-Specialized Transportation	\$261,467.39	\$447,239.87	58%
Berlin Township Senior Citizens Group	\$29,215.40	\$48,605.00	60%
Bedford Senior Community Center	\$286,266.00	\$392,584.00	73%
MCOP-Utility Assistance Program	\$21,913.31	\$29,382.29	75%
Memory Lane Care Services	\$31,799.28	\$42,417.61	75%
Lake Erie Transportation Commission	\$467,223.00	\$603,773.00	77%
Ash Senior Citizens	\$30,182.01	\$37,894.00	80%
Milan Seniors Meals on Wheels	\$82,526.04	\$98,730.00	84%
Health Van	\$211,295.00	\$245,798.00	86%
MCOP-Volunteer Caregiver Program	\$20,458.81	\$23,733.00	86%
Area Agency on Aging 1-B	\$13,279.27	\$14,976.50	89%
Monroe Family YMCA Enhanced Fitness	\$37,147.00	\$41,469.05	90%
Frenchtown Adult Day Services	\$174,540.00	\$190,777.00	91%
Milan Seniors Transportation	\$99,662.03	\$107,991.00	92%
Milan Seniors for Healthy Living	\$93,939.00	\$98,549.00	95%
Monroe County Senior Legal Services	\$310,167.40	\$324,220.00	96%
MCOP-Home Injury Control	\$18,284.71	\$18,737.00	98%
MCOP-Home Chore	\$200,894.85	\$203,900.80	99%
MCOP-Home Care	\$258,614.16	\$261,950.50	99%
MCOP-Resource Advocacy	\$227,265.67	\$228,982.35	99%
Frenchtown Senior Citizens Center	\$330,763.00	\$331,550.00	100%
MCOP-Unmet Emergency Needs	\$12,132.24	\$12,132.24	100%
MCOP-The Opportunity Center at ALCC	\$65,713.68	\$65,658.00	100%
Living Independence for Everyone	\$1,310,326.11	\$1,264,961.10	104%
Dundee Area Senior Citizens Center	\$327,168.11	\$312,230.00	105%
MCOP-Food Assistance Program	\$280,032.39	\$242,144.00	116%

Table D.

Total Cost Per Unduplicated Client (Year to Date)

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

As of: December

Provider/Program	Actual Expenses	Y-T-D Unduplicated Clients	Cost Per Unduplicated Client	Total Budget	Anticipated Clients Served	Unduplicated Cost Goal	Percent
Monroe Senior Citizens Center		1,363	\$0.00	\$595,192.00	1,500	\$396.79	0%
RSVP		262	\$0.00	\$180,942.00	350	\$516.98	0%
Milan Seniors Meals on Wheels	\$82,526.04	26	\$3,174.08	\$98,730.00	15	\$6,582.00	48%
Self and Family Behavioral Healthcare	\$36,048.00	41	\$879.22	\$70,700.00	40	\$1,767.50	50%
Berlin Township Senior Citizens Group	\$29,125.20	120	\$242.71	\$48,605.00	130	\$373.88	65%
MCOP-Specialized Transportation	\$261,467.39	184	\$1,421.02	\$447,239.87	210	\$2,129.71	67%
Dundee Area Senior Citizens Center	\$327,168.11	462	\$708.16	\$312,230.00	300	\$1,040.77	68%
MCOP-Resource Advocacy	\$227,265.67	1,735	\$130.99	\$228,982.35	1,400	\$163.56	80%
MCOP-The Opportunity Center at ALCC	\$65,950.32	94	\$701.60	\$65,658.00	80	\$820.73	85%
MCOP-Home Injury Control	\$18,284.11	95	\$192.46	\$18,437.00	85	\$216.91	89%
Health Van	\$211,595.00	163	\$1,298.13	\$245,798.00	175	\$1,404.56	92%
Frenchtown Senior Citizens Center	\$330,763.00	1,051	\$314.71	\$331,550.00	1,050	\$315.76	100%
MCOP-Unmet Emergency Needs	\$12,132.24	19	\$638.54	\$12,132.24	19	\$638.54	100%
MCOP-Home Chore	\$176,231.96	369	\$477.59	\$203,900.80	430	\$474.19	101%
Bedford Senior Community Center	\$286,266.00	807	\$354.73	\$392,584.00	1,130	\$347.42	102%
United Way Project Ramp of MC	\$71,296.77	10	\$7,129.68	\$139,293.00	20	\$6,964.65	102%
MCOP-Utility Assistance Program	\$21,913.31	29	\$755.63	\$29,382.24	41	\$716.64	105%
MCOP-Home Care	\$258,614.16	131	\$1,974.15	\$261,950.50	143	\$1,831.82	108%
Living Independence for Everyone	\$1,310,326.11	1,152	\$1,137.44	\$1,264,961.10	1,200	\$1,054.13	108%
Monroe County Senior Legal Services	\$310,167.40	857	\$361.92	\$324,220.00	1,000	\$324.22	112%
Milan Seniors Transportation	\$99,662.03	27	\$3,691.19	\$107,991.00	35	\$3,085.46	120%
MCOP-Food Assistance Program	\$280,032.39	1,260	\$222.25	\$242,144.00	1,404	\$172.47	129%
Ash Senior Citizens	\$30,182.01	74	\$407.87	\$37,894.00	120	\$315.78	129%
Lake Erie Transportation Commission	\$467,223.00	418	\$1,117.76	\$603,773.00	750	\$805.03	139%
Memory Lane Care Services	\$31,799.26	4	\$7,949.82	\$42,417.61	10	\$4,241.76	187%
Milan Seniors for Healthy Living	\$93,939.00	120	\$782.83	\$98,549.00	250	\$394.20	199%
Frenchtown Adult Day Services	\$174,540.00	13	\$13,426.15	\$190,777.00	35	\$5,450.77	246%
Monroe Family YMCA Enhanced Fitness	\$37,147.00	128	\$290.21	\$41,469.05	400	\$103.67	280%
MCOP-Volunteer Caregiver Program	\$20,458.81	3	\$6,819.60	\$23,733.00	10	\$2,373.30	287%
Area Agency on Aging 1-B	\$13,279.27	59	\$225.07	\$14,976.50	450	\$33.28	676%

Table E.

Actual Revenue vs. Total Budget

(Goal is to be between 95% - 100%)

As of: December

Provider/Program	Actual Revenue	Total Budget	Percentage
Monroe Senior Citizens Center		\$595,192.00	0%
RSVP		\$180,942.00	0%
United Way Project Ramp of MC	\$46,011.76	\$139,293.00	33%
MCOP-Specialized Transportation	\$183,669.54	\$447,239.87	41%
Berlin Township Senior Citizens Group	\$26,599.92	\$48,605.00	55%
Milan Seniors Transportation	\$64,169.67	\$107,991.00	59%
MCOP-Utility Assistance Program	\$17,707.46	\$29,382.24	60%
MCOP-Home Injury Control	\$11,575.55	\$18,437.00	63%
Milan Seniors Meals on Wheels	\$70,743.16	\$98,730.00	72%
MCOP-Unmet Emergency Needs	\$9,406.35	\$12,132.24	78%
MCOP-Resource Advocacy	\$181,660.04	\$228,982.35	79%
Health Van	\$211,803.00	\$245,798.00	86%
MCOP-Home Care	\$227,578.25	\$261,950.50	87%
Area Agency on Aging 1-B	\$13,279.27	\$14,976.50	89%
MCOP-Home Chore	\$182,638.25	\$203,900.80	90%
Milan Seniors for Healthy Living	\$88,786.94	\$98,549.00	90%
Self and Family Behavioral Healthcare	\$63,725.00	\$70,700.00	90%
Frenchtown Adult Day Services	\$172,187.00	\$190,777.00	90%
MCOP-The Opportunity Center at ALCC	\$59,801.07	\$65,658.00	91%
Bedford Senior Community Center	\$361,494.00	\$392,584.00	92%
Monroe County Senior Legal Services	\$314,802.15	\$324,220.00	97%
Living Independence for Everyone	\$1,242,708.29	\$1,264,961.10	98%
MCOP-Volunteer Caregiver Program	\$23,470.00	\$23,733.00	99%
Lake Erie Transportation Commission	\$602,959.80	\$603,773.00	100%
MCOP-Food Assistance Program	\$249,624.12	\$242,144.00	103%
Frenchtown Senior Citizens Center	\$347,078.00	\$331,550.00	105%
Ash Senior Citizens	\$40,169.21	\$37,894.00	106%
Monroe Family YMCA Enhanced Fitness	\$44,975.93	\$41,469.05	108%
Dundee Area Senior Citizens Center	\$367,850.97	\$312,230.00	118%
Memory Lane Care Services	\$86,753.30	\$42,417.61	205%



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
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Jeff McBee
Director

Cheryl Rivard
Chair

Martin Kaufman
Vice-Chair

Mary Ann
Wertenberger
Secretary

Mary Gantz

Larry Gramlich

Cynthia McIlvain

Wayne Meehan

Paul Simonton

Donald Spencer

To: Commission on Aging Board Members

From: Jeff McBee

Date: February 3, 2022

RE: Waitlist/Requested Service Not Provided- January 2022

The following is a summary of all reported seniors placed or remaining on a waitlist and seniors requesting service that was not provided from December 25th of 2021 through January 25th of 2022:

United Way Project Ramp

- There are currently 25 reported seniors awaiting a ramp.



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The Monroe County Commission on Aging 2022 Budget Calendar for *Budget Year 2023*

Budget Applications Available

Tuesday, February 1, 2022

Budget Applications Due

Tuesday, March 1, 2022 by 4:00 p.m.

Regular Board Meeting

Wednesday, March 9, 2022

COA Conference Room 1:00 p.m.

COA Budget Workshop

Wednesday, March 16, 2022

COA Conference Room 1:00 p.m.

Hearing Dates

*Wednesday, March 23, 2022

COA Conference Room 1:00 p.m.

*Thursday, March 24, 2022

COA Conference Room 1:00 p.m.

COA Budget Deliberation and/or Initial Recommendations

*Wednesday, March 30, 2022

COA Conference Room 1:00 p.m.

*Thursday, March 31, 2022

COA Conference Room 1:00 p.m.

Appeal Hearing(s) and/or Final Recommendations

*Wednesday, April 6, 2022

COA Conference Room 1:00 p.m.

*Thursday, April 7, 2022

COA Conference Room 1:00 p.m.

*Only to be held if needed



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Policy #: MCCOA 13-02

Title: *Conflict Of Interest*

Adopted: *09/11/2013*

Revised: *08/13/2014*

The following provisions are designed to preclude the use of membership on, or employment with, the Monroe County Commission on Aging (COA) for purposes which are, or give the appearance of being, motivated by a financial interest in, a relationship to, and/or involvement in an issue that is presented to the Board for action:

1. For purposes of applying the following rules as conflict of interest, a conflict shall exist under the following conditions:
 - a. The board or staff member has, or within the twelve months preceding the vote had, an ownership, employment, contractual, or fiduciary relationship in regard to the matter to be considered.
 - b. The board or staff member is a member of an agency board, or agency committee and the decision of the Commission on Aging will directly affect that agency, its program, its budget, and/or its funding from the Commission on Aging.
2. Board members of the COA or any of its organizational units with conflicts of interest may participate in the discussion of a matter in which they have an interest, but in no case shall be allowed to vote on that matter.
3. Staff members shall not engage in activities that would constitute a conflict of interest.
4. Prior to a matter being considered at a meeting, disclosure of a conflict of interest shall be announced at the meeting by the person(s) having an interest as defined above.
5. The recording Secretary of the Commission on Aging shall note in the minutes of the meeting that the conflict of interest has been disclosed and that the Board member has not voted on the issue.
6. Questions regarding conflict of interest shall be settled by majority vote of the COA.