



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 August 9, 2023

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- Monroe Center for Healthy Aging/Cancer Connection
& Frenchtown Senior Center Program Updates
8. Consent Agenda
 - A. Approval of the Minutes of the June 14, 2023 Regular Meeting.
 - B. Strategic Planning Committee Notes of July 6, 2023 and August 3, 2023
 - C. Finance Reports
 - D. Correspondence- None
 - E. Formal Agency Reports- None
9. Director's Report
10. Old Business
11. New Business
 - A. Milan Transportation Request for Additional 2023 Funding
 - B. MCOP Opportunity Center Response to Evaluation Finding
 - C. Monroe Center for Healthy Aging Request for 2023 Unit Rate Decrease
 - D. Frenchtown Dementia Adult Day Care Request for 2023 Unit Rate Increase
12. Public Comment
13. Commission Members' Comments
14. Adjournment

The next Regular Board meeting is scheduled for Wednesday, September 13, 2023, in the Monroe County Commission on Aging Board Room.



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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 TDY (734) 240-7301



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Monroe County Commission on Aging

Regular Board Meeting Minutes

June 14, 2023

Commission on Aging Conference Room

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

Members present

Cheryl Rivard, Martin Kaufman, Mary Ann Wertenberger,
Cynthia McIlvain, Wayne Meehan, Paul Simonton,
Donald Spencer, Larry Gramlich, Wayne Meehan

Members excused:

None.

Approval of the Agenda:

Don Spencer made a motion to approve the June 14, 2023 Regular Board Meeting Agenda as presented. Supported by Cynthia McIlvain.

Motion carried.

Public Comment: None

Special Presentations:

Stephanie Kasprzak: distributed the MCOP Annual Report detailing available senior services. They will begin distributing monthly newsletters to members.

Margaret Shipman: spoke on the MCOP Resource Advocacy, Home Care, Utility, Unmet Needs and Transportation programs. The MCOP Resource Advocacy program has a team in the community doing assessments to determine senior needs. There are six Advocates, four of them are Outreach Advocates who have been Medicare/Medicaid certified. The Homecare program has a good reputation in the community and is affordable. The Transportation program has 10 drivers who have completed 3,200 one-way trips. The Unmet Needs and Utility programs have seen an increase in demand mostly due to rent increases/evictions.

Manuel Hoskins provided information regarding services available at the MCOP Opportunity Center of Monroe. Several programs are available including a food Pantry, daily lunch, ceramics, bingo, computer classes, and health check-ups.

Consent Agenda:

- A. Approval of the Minutes of the April 12, 2023 Regular Meeting.
- B. Strategic Planning Committee – No meeting held
- C. Finance Reports



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Wayne Meehan

Paul Simonton

Donald Spencer

D. Correspondence – None.

E. Formal Agency Reports – None

Motion to approve by: Mary Gantz

Supported by: Wayne Meehan

Motion carried

Directors' Report:

Jeff McBee reported the following:

➤ **Common Measures Report**

The May 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 May 2023, 266 individuals visited the site with 552 views.

➤ **Waitlist/Service Not Provided Summary**

Mr. McBee reported that from April 25, 2023, through May 25, 2023, there are 36 reported seniors on the Project Ramp waitlist and 1 senior was unable to be provided a ride by the RSVP program.

Old Business: None.

New Business:

A. MCOP Request for Additional Unmet Needs Program Funding \$5,000

Motion to approve the request of an additional \$5,000 / 5,000 units for MCOP Unmet Need program.

Motion by: Paul Simonton

Supported by: Wayne Meehan

Roll Call Vote Taken:

Mary Ann Wertenberger – Yes
Wayne Meehan – Yes
Martin Kaufman – Yes
Paul Simonton – Yes
Cheryl Rivard – Yes

Larry Gramlich – Yes
Mary Gantz – Yes
Cynthia McIlvain – Yes
Don Spencer – Yes

Motion carried

B. County of Monroe Spark Letter of Support Request:



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Donald Spencer

No action taken

Public Comment: None.

Commission Members Comments:

Larry Gramlich apologized for not being about to attend the April 2023 Board Meeting.

Don Spencer asked about Jeff's remaining work schedule. Jeff McBee responded, stating that his new title as Human Resources Director will begin on July 1, 2023. He will work both positions until January 1, 2024. After January 1, 2024, he will train his replacement for the Commission on Aging Director position.

Mary Ann Wertenberger stated that Jeff is awesome.

Adjournment:

Motion to adjourn by Wayne Meehan and supported by Cheryl Rivard

Motion Carried

Cheryl Rivard adjourned the meeting at 1:43 p.m.

The next Regular Board meeting takes place on Wednesday, July 12, 2023, at 1:00 p.m. at the Monroe County Commission on Aging, 965 South Rainsville Road, Monroe, MI 48161.

Ramona Hall, Recording Secretary

Monroe County Commission on Aging Strategic Planning Committee Meeting Notes

July 6, 2023

Present: Cynthia McIlvain, Cheryl Rivard, Paul Simonton, Martin Kaufman, Ramona Hall and Jeff McBee.

Cynthia McIlvain began the meeting at 1:56 p.m.

1. Needs Assessment Discussion:

Marty Kaufman introduced the idea of familiarizing the newer Board members with the work done in the 2015 Older Adult Needs Assessment. The Committee came to the consensus that providing the Executive Summary under the Directors report and providing a copy of the full assessment upon request would be good starting point.

2. Senior Center Transportation Discussion:

Jeff McBee indicated that during the Opportunity Center's compliance evaluation it was discovered that the program had invoiced the COA for rides to and from the Center, which is not permitted under the current Multi-Purpose Senior Center service definition. Mr. McBee inquired as to whether or not the Committee had an interest in considering amending the definition to allow for such transportation. The Committee came to the consensus that the issue should be recorded as finding of non-compliance and addressed with the full Board for further discussion when the response to the finding is submitted.

As neither of these items were referred to the full Board for new business on the July 12th Regular meeting agenda, Chairperson Rivard decided to cancel the meeting.

The meeting adjourned at 2:26 p.m.

The next meeting is scheduled for August 3, 2023 at 2:00 p.m. at the Commission on Aging.

Jeff McBee, Recording Secretary

Monroe County Commission on Aging Strategic Planning Committee Meeting Notes

August 3, 2023

Present: Cynthia McIlvain, MaryAnn Wertenberger, Paul Simonton, Martin Kaufman, Ramona Hall and Jeff McBee.

Cynthia McIlvain began the meeting at 2:02 p.m.

1. **Milan Transportation Request for Additional 2023 Funding:**
The Committee reviewed the request and included budget spreadsheets and came to the consensus to recommend approval to the full Board. There was also consensus to request further information regarding the apparent loss of other grant funds indicated in the revised budget.
2. **MCOP Opportunity Center Response to Evaluation Finding:**
The Committee reviewed the finding as well as the response and came to the consensus to recommend the full Board accept the response. There was also consensus to have MCOP present their reasoning for suggesting a change in the Senior Center service definition to allow for transportation to and from centers.
3. **Monroe Center for Healthy Aging Request for 2023 Unit Rate Decrease:**
The Committee reviewed the request and recommends approval to the full Board.
4. **Frenchtown Dementia Adult Day Care Request for 2023 Unit Rate Increase:**
The Committee reviewed the request and recommends approval to the full Board.

The meeting adjourned at 2:37 p.m.

The next meeting is scheduled for September 7, 2023 at 2:00 p.m. at the Commission on Aging.

Jeff McBee, Recording Secretary

RUN DATE: 08/01/23 13:09

County of Monroe

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APPR

Appropriation Report

FISCAL DATE: 07/31/23 23/JUL

** 280 SENIOR CITIZENS FUND

Account #	Description	Amended Budget	Committed	Encumbered	MTD Expenditures	YTD Expenditures	Balance	% Exp
280-97000-965141	ALZHEIMER PROGRAM	17,760.00	0.00	0.00	1,554.00	6,660.00	11,100.00	37.50
280-97000-965165	MONROE SENIOR CITIZEN	420,958.00	0.00	0.00	40,860.00	240,337.50	180,620.50	57.09
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00
280-97000-965201	MILAN SENIOR MEALS ON	12,100.00	0.00	0.00	3,195.50	9,944.00	2,156.00	82.18
280-97000-965205	EMERGENCY FUEL	15,000.00	0.00	0.00	0.00	7,944.00	7,056.00	50.71
280-97000-965215	MILAN SENIOR CENTER	45,408.00	0.00	0.00	0.00	21,506.62	23,901.38	48.24
280-97000-965216	MILAN SENIOR TRANSIT	10,790.00	0.00	0.00	3,276.00	10,790.00	0.00	100.00
280-97000-965220	MILAN SENIOR RESOURCE	10,500.00	0.00	0.00	73.50	73.50	10,426.50	0.70
280-97000-965225	ADULT DAY CARE SERVICE	100,255.00	0.00	0.00	5,089.07	24,501.85	75,753.15	24.44
280-97000-965340	YMCA CANCER SURVIVOR	5,760.00	0.00	0.00	720.00	3,600.00	2,160.00	62.50
280-97000-965380	YMCA	37,795.00	0.00	0.00	3,128.92	19,857.38	17,937.62	52.54
280-97000-965390	MOP VOLUNTEER CAREGIV	3,000.00	0.00	0.00	0.00	1,330.00	1,670.00	44.33
280-97000-965400	AREA AG ON AGING-PDRCH	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SPECIAL EXP/REV-OTHER		3,484,341.00	0.00	0.00	305,580.99	1,974,758.81	1,509,582.19	56.68
97500 SPECIAL APPROP TO OTHER FUNDS								
280-97500-999101	TRANSFER OUT - GENERAL	171,319.00	0.00	0.00	0.00	109,968.31	61,350.69	64.19
TOTAL SPECIAL APPROP TO OTHE		171,319.00	0.00	0.00	0.00	109,968.31	61,350.69	64.19
TOTAL 280 SENIOR CITIZENS FUND		3,769,564.00	0.00	0.00	305,580.99	2,084,727.12	1,684,836.88	55.30

RUN DATE: 08/01/23 13:09
APPR

County of Monroe
Appropriation Report

PAGE: 00059
FISCAL DATE: 07/31/23 23/JUL

** 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	68,917.00	0.00	0.00	5,305.20	49,575.94	19,341.06	71.94
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/ATHL PER DIEM	6,000.00	0.00	0.00	0.00	1,725.00	4,275.00	28.75
101-67200-715000	SOCIAL SECURITY	5,732.00	0.00	0.00	392.37	3,801.32	1,930.68	66.32
101-67200-716000	EMPLOYERS-RETIREMENT	22,323.00	0.00	0.00	1,718.35	16,057.67	6,265.33	71.93
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-67200-716012	EMPLOYERS-RET HEALTH C	1,379.00	0.00	0.00	106.10	991.49	387.51	71.90
101-67200-717000	UNEMPLOYMENT INSURANCE	75.00	0.00	0.00	5.31	51.48	23.52	68.64
101-67200-718000	WORKERS COMPENSATION I	57.00	0.00	0.00	3.97	38.47	18.53	67.49
101-67200-719000	HEALTH INSURANCE	7,902.00	0.00	0.00	607.80	5,354.72	2,547.28	67.76
101-67200-720000	LIFE INSURANCE	119.00	0.00	0.00	9.12	80.33	38.67	67.50
101-67200-721000	OPTICAL INSURANCE	54.00	0.00	0.00	4.10	36.12	17.88	66.89
101-67200-722000	DENTAL INSURANCE	414.00	0.00	0.00	31.78	279.99	134.01	67.63
101-67200-723000	DISABILITY INSURANCE	665.00	0.00	0.00	51.14	477.95	187.05	71.87
101-67200-725000	ACCURED 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	14.87	186.19	380.93	1,604.60	19.77
101-67200-729000	PRINTING AND IMAGING	600.00	0.00	0.00	0.00	0.00	600.00	0.00
101-67200-730000	POSTAGE AND MAILING FE	1,500.00	0.00	0.00	0.00	3.61	1,496.39	0.24
101-67200-731000	COMPUTER EQUIP & SUPPL	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 PER DIEM	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-67200-810020	BOARD MEMBERS TRAVEL	3,250.00	0.00	0.00	0.00	967.70	2,282.30	29.78
101-67200-814015	SOFTWARE LICENSE FEE	20,651.00	0.00	0.00	0.00	17,855.23	2,795.77	86.46
101-67200-814016	PAYROLL SERVICES	897.00	0.00	0.00	94.34	564.99	332.01	62.99
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	147.50	77.50	65.56
101-67200-851000	TELEPHONE	515.00	0.00	0.00	17.55	341.09	173.91	66.23
101-67200-861000	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	120.00	180.00	40.00
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	1,171.00	0.00	0.00	90.13	842.30	328.70	71.93
101-67200-921000	ELECTRICITY	1,500.00	0.00	0.00	244.31	1,303.73	196.27	86.92
101-67200-922000	WATER AND SEWAGE	200.00	0.00	0.00	8.64	106.42	93.58	53.21
101-67200-923000	HEATING FUEL	600.00	0.00	0.00	6.03	266.83	333.17	44.47
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	34.03	291.16	1,708.84	14.56
101-67200-963000	CENTRAL SERVICES/INDIR	17,223.00	0.00	0.00	0.00	17,223.00	0.00	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		171,319.00	0.00	14.87	8,916.46	118,884.77	52,419.36	69.40

RUN DATE: 08/01/23 13:11

REVEN

** 280 SENIOR CITIZENS FUND

County of Monroe

Revenue Report

PAGE: 00076

FISCAL DATE: 07/31/23 23/JUL

Account #	Description	Amended Budget	MTD Receipts	YTD Receipts	Balance	% Coll
89800 FUND BALANCE CARRYFORWARD						
280-89800-695001 FUND BALANCE CARRYFORWARD-REV		0.00	0.00	0.00	0.00	0.00
TOTAL FUND BALANCE CARRYFORWARD		0.00	0.00	0.00	0.00	0.00
97000 SPECIAL EXP/REV-OTHER AGENCIES						
280-97000-402000 CURRENT PROPERTY TAXES		-3,666,564.00	0.00	-3,347,376.42	-319,187.58	91.29
280-97000-415000 PRIOR YEAR TAX ADJUSTMENTS		22,750.00	0.00	2,408.44	20,341.56	10.59
280-97000-420000 DELINQUENT PERSONAL PROP TAXES		-3,500.00	-2,008.33	-5,794.94	2,294.94	165.57
280-97000-434020 OTH TAXES-PYMT IN LIEU OF TAX		-7,500.00	-4,577.06	-10,123.64	2,623.64	134.98
280-97000-437000 INDUSTRIAL FACILITY TAX		-11,500.00	0.00	-14,524.45	3,024.45	126.30
280-97000-445000 TAXES-PENALTIES & INT ON TAXES		-250.00	-176.01	-226.59	-23.41	90.64
280-97000-573000 IC STABIL SHARE TAX 2014 PA80		-100,000.00	0.00	-198,154.91	98,154.91	198.15
280-97000-576000 STATE GRANT-REIMB INV LOSS		0.00	0.00	0.00	0.00	0.00
280-97000-665000 INTEREST INCOME		-2,000.00	0.00	-15,845.33	13,845.33	792.27
280-97000-676070 SPECIAL REVENUE-REIMBURSEMENT		-1,000.00	-48.75	-48.75	-951.25	4.88
280-97000-677000 OTHER REVENUE-MISCELLANEOUS		0.00	0.00	0.00	0.00	0.00
280-97000-687030 REBATES-PRESCRIPTION		0.00	0.00	0.00	0.00	0.00
TOTAL SPECIAL EXP/REV-OTHER AGENCIES		-3,769,564.00	-6,810.15	-3,589,686.59	-179,877.41	95.23
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		-3,769,564.00	-6,810.15	-3,589,686.59	-179,877.41	95.23

COA Director's Report Items (8/9/23)

1. Common Measures Reports – Included in Packet
2. COA Website Views – Included in Packet
3. Waitlist/Service not Provided Summary – Included in Packet
4. 2015 Older Adult Needs Assessment Executive Summary - Included in Packet
5. 2022 Sunshine Driving Data – Included in Packet
6. Contractor Compliance Evaluation Report – Included in Packet

Table A.
Cumulative Units Reported vs. Unit Maximum
 (Goal is to be between 45% - 55%)

As of: June

Provider/Program	Cumulative Units	Unit Maximum	Percentage
Milan Seniors for Healthy Living - Resource	3.50	500.00	1%
Pure Psychiatry	27.00	145.00	19%
Frenchtown Adult Day Services	1,863.25	7,626.00	24%
Berlin Township Senior Citizens Group	1,654.00	4,940.00	33%
Memory Lane Care Services	90.00	240.00	38%
MCOP-Resource Advocacy	3,915.50	9,450.00	41%
MCOP-Specialized Transportation	3,572.00	8,000.00	45%
RSVP	27,503.84	58,330.00	47%
Milan Seniors for Healthy Living	4,631.00	9,600.00	48%
Lake Erie Transportation Commission	5,810.00	12,000.00	48%
Health Van	1,247.00	2,500.00	50%
MCOP-Home Care	4,001.50	8,000.00	50%
Monroe Family YMCA Enhanced Fitness	464.84	918.00	51%
MCOP-Volunteer Caregiver Program	204.25	375.00	54%
MCOP-Utility Assistance Program	8,268.09	15,000.00	55%
United Way Project Ramp of MC	67,814.66	122,382.00	55%
Living Independence for Everyone	78,547.00	140,000.00	56%
MCOP-Home Injury Control	3,674.63	6,500.00	57%
Monroe Senior Citizens Center	48,067.31	84,191.00	57%
Ash Senior Citizens	1,459.00	2,553.00	57%
MCOP-Food Assistance Program	206,872.25	344,285.00	60%
MCOP-Opportunity Center at ALCC	5,303.50	8,760.00	61%
Bedford Senior Community Center	26,486.58	41,000.00	65%
Dundee Area Senior Citizens Center	22,259.00	31,950.00	70%
Monroe County Senior Legal Services	1,557.20	2,100.00	74%
Monroe Family YMCA Cancer Survivorship	72.00	96.00	75%
MCOP-Home Chore	3,280.25	4,300.00	76%
Milan Seniors Meals on Wheels	1,808.00	2,200.00	82%
Frenchtown Senior Citizens Center	28,793.00	34,500.00	83%
MCOP-Unmet Emergency Needs	8,081.05	8,500.00	95%
Milan Seniors Transportation	850.00	830.00	102%

Table B.
Unduplicated Clients Served vs. Anticipated Clients Served
(Goal is to be at least 45%)

As of: June

Provider/Program	Cumulative Unduplicated Clients	Anticipated Clients Served	Percentage
Pure Psychiatry	22	200	11%
Milan Seniors for Healthy Living - Resource AIA	3	15	20%
Memory Lane Care Services	5	20	25%
MCOP-Volunteer Caregiver Program	4	10	40%
MCOP-Utility Assistance Program	17	41	41%
United Way Project Ramp of MC	9	20	45%
Frenchtown Adult Day Services	16	35	46%
MCOP-Resource Advocacy	877	1,800	49%
Lake Erie Transportation Commission	369	750	49%
Monroe Family YMCA Cancer Survivorship	6	12	50%
MCOP-Home Injury Control	52	90	58%
Health Van	106	175	61%
MCOP-Unmet Emergency Needs	12	19	63%
Ash Senior Citizens	78	120	65%
Milan Seniors for Healthy Living	163	250	65%
Bedford Senior Community Center	909	1,200	76%
Living Independence for Everyone	910	1,200	76%
RSVP	251	330	76%
Monroe County Senior Legal Services	614	800	77%
Milan Seniors Transportation	24	30	80%
MCOP-Home Chore	345	430	80%
Berlin Township Senior Citizens Group	107	130	82%
MCOP-Home Care	120	145	83%
Monroe Senior Citizens Center	1,280	1,500	85%
Dundee Area Senior Citizens Center	406	450	90%
Monroe Family YMCA Enhanced Fitness	184	200	92%
Milan Seniors Meals on Wheels	23	25	92%
MCOP-Food Assistance Program	1,259	1,350	93%
MCOP-Specialized Transportation	197	210	94%
Frenchtown Senior Citizens Center	1,191	1,000	119%
MCOP-Opportunity Center at ALCC	264	100	264%

Table C.

Actual Expenditures vs. Total Budget

(Goal is to be between 45% - 55%)

As of: June

Provider/Program	Actual Expenditures	Total Budget	Percentage
Pure Psychiatry	\$84,698.00	\$727,465.00	12%
Milan Seniors for Healthy Living - Resource	\$14,762.08	\$62,591.00	24%
Berlin Township Senior Citizens Group	\$20,222.00	\$64,548.00	31%
Memory Lane Care Services	\$21,769.76	\$68,950.00	32%
MCOP-Volunteer Caregiver Program	\$8,921.46	\$24,165.00	37%
Health Van	\$98,528.00	\$247,742.00	40%
Milan Seniors Meals on Wheels	\$34,887.81	\$82,437.00	42%
MCOP-Specialized Transportation	\$200,716.53	\$466,692.00	43%
Monroe Family YMCA Cancer Survivorship	\$5,710.00	\$13,260.00	43%
Frenchtown Adult Day Services	\$104,037.00	\$240,320.00	43%
Lake Erie Transportation Commission	\$315,819.00	\$725,512.00	44%
Ash Senior Citizens	\$19,047.12	\$39,925.00	48%
Monroe Senior Citizens Center	\$335,780.78	\$667,747.00	50%
Monroe County Senior Legal Services	\$169,397.50	\$334,715.00	51%
Milan Seniors Transportation	\$57,427.25	\$112,913.00	51%
Bedford Senior Community Center	\$205,255.57	\$392,869.00	52%
RSVP	\$97,814.88	\$183,937.00	53%
MCOP-Utility Assistance Program	\$16,481.10	\$30,968.00	53%
United Way Project Ramp of MC	\$76,266.77	\$142,700.00	53%
Frenchtown Senior Citizens Center	\$178,732.00	\$331,705.00	54%
MCOP-Resource Advocacy	\$129,487.17	\$238,208.00	54%
Monroe Family YMCA Enhanced Fitness	\$23,074.00	\$41,469.00	56%
MCOP-Home Chore	\$118,831.03	\$208,978.00	57%
Living Independence for Everyone	\$763,955.74	\$1,338,944.00	57%
Dundee Area Senior Citizens Center	\$200,598.50	\$350,027.00	57%
MCOP-Home Care	\$180,819.33	\$310,333.00	58%
MCOP-Opportunity Center at ALCC	\$46,589.92	\$76,735.00	61%
MCOP-Food Assistance Program	\$166,248.94	\$261,194.00	64%
Milan Seniors for Healthy Living	\$51,161.06	\$74,126.00	69%
MCOP-Home Injury Control	\$14,343.47	\$18,616.00	77%
MCOP-Unmet Emergency Needs	\$8,690.72	\$10,718.00	81%

Table D.

Total Cost Per Unduplicated Client (Year to Date)

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

As of: June

Provider/Program	Actual Expenses	Y-T-D Unduplicated Clients Served	Cost Per Unduplicated Client	Total Budget	Anticipated Clients Served	Unduplicated Cost Goal	Percent
MCOP-Opportunity Center at ALCC	\$46,589.92	264	\$176.48	\$76,735.00	100	\$767.35	23%
Berlin Township Senior Citizens Group	\$20,222.00	107	\$188.99	\$64,548.00	130	\$496.52	38%
Frenchtown Senior Citizens Center	\$178,732.00	1,191	\$150.07	\$331,705.00	1,000	\$331.71	45%
MCOP-Specialized Transportation	\$200,716.53	197	\$1,018.87	\$466,692.00	210	\$2,222.34	46%
Milan Seniors Meals on Wheels	\$34,887.81	23	\$1,516.86	\$82,437.00	25	\$3,297.48	46%
Monroe Senior Citizens Center	\$335,780.78	1,280	\$262.33	\$667,747.00	1,500	\$445.16	59%
Monroe Family YMCA Enhanced Fitness	\$23,074.00	184	\$125.40	\$41,469.00	200	\$207.35	60%
Dundee Area Senior Citizens Center	\$200,598.50	406	\$494.08	\$350,027.00	450	\$777.84	64%
Milan Seniors Transportation	\$57,427.25	24	\$2,392.80	\$112,913.00	30	\$3,763.77	64%
Health Van	\$98,528.00	106	\$929.51	\$247,742.00	175	\$1,415.67	66%
Monroe County Senior Legal Services	\$169,397.50	614	\$275.89	\$334,715.00	800	\$418.39	66%
MCOP-Food Assistance Program	\$166,248.94	1,259	\$132.05	\$261,194.00	1,350	\$193.48	68%
Bedford Senior Community Center	\$205,255.57	909	\$225.80	\$392,869.00	1,200	\$327.39	69%
RSVP	\$97,814.88	251	\$389.70	\$183,937.00	330	\$557.38	70%
MCOP-Home Care	\$180,819.33	120	\$1,506.83	\$310,333.00	145	\$2,140.23	70%
MCOP-Home Chore	\$118,831.03	345	\$344.44	\$208,978.00	430	\$486.00	71%
Ash Senior Citizens	\$19,047.12	78	\$244.19	\$39,925.00	120	\$332.71	73%
Living Independence for Everyone	\$763,955.74	910	\$839.51	\$1,338,944.00	1,200	\$1,115.79	75%
Monroe Family YMCA Cancer Survivorship	\$5,710.00	6	\$951.67	\$13,260.00	12	\$1,105.00	86%
Lake Erie Transportation Commission	\$315,819.00	369	\$855.88	\$725,512.00	750	\$967.35	88%
MCOP-Volunteer Caregiver Program	\$8,921.46	4	\$2,230.37	\$24,165.00	10	\$2,416.50	92%
Frenchtown Adult Day Services	\$104,037.00	16	\$6,502.31	\$240,320.00	35	\$6,866.29	95%
Pure Psychiatry	\$84,698.00	22	\$3,849.91	\$727,465.00	200	\$3,637.33	106%
Milan Seniors for Healthy Living	\$51,161.06	163	\$313.87	\$74,126.00	250	\$296.50	106%
MCOP-Resource Advocacy	\$129,487.17	877	\$147.65	\$238,208.00	1,800	\$132.34	112%
Milan Seniors for Healthy Living - Resource	\$14,762.08	3	\$4,920.69	\$62,591.00	15	\$4,172.73	118%
United Way Project Ramp of MC	\$76,266.77	9	\$8,474.09	\$142,700.00	20	\$7,135.00	119%
Memory Lane Care Services	\$21,769.76	5	\$4,353.95	\$68,950.00	20	\$3,447.50	126%
MCOP-Utility Assistance Program	\$16,481.10	17	\$969.48	\$30,968.00	41	\$755.32	128%
MCOP-Unmet Emergency Needs	\$8,690.72	12	\$724.23	\$10,718.00	19	\$564.11	128%
MCOP-Home Injury Control	\$14,343.47	52	\$275.84	\$18,616.00	90	\$206.84	133%

Table E.

Actual Revenue vs. Total Budget

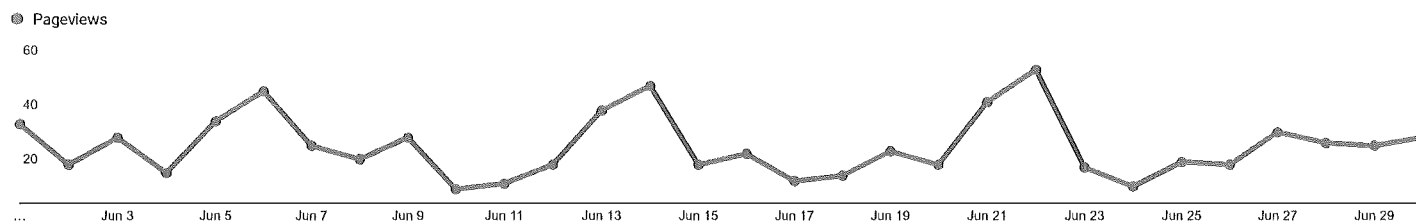
(Goal is to be between 45% - 55%)

As of: June

Provider/Program	Actual Revenue	Total Budget	Percentage
Pure Psychiatry	\$10,419.50	\$727,465.00	1%
Memory Lane Care Services	\$9,606.58	\$68,950.00	14%
Milan Seniors for Healthy Living - Resource	\$9,693.44	\$62,591.00	15%
United Way Project Ramp of MC	\$25,492.07	\$142,700.00	18%
Health Van	\$70,591.00	\$247,742.00	28%
MCOP-Volunteer Caregiver Program	\$7,651.00	\$24,165.00	32%
Berlin Township Senior Citizens Group	\$22,737.86	\$64,548.00	35%
Milan Seniors Transportation	\$40,447.34	\$112,913.00	36%
Lake Erie Transportation Commission	\$268,112.48	\$725,512.00	37%
MCOP-Resource Advocacy	\$89,246.02	\$238,208.00	37%
MCOP-Home Chore	\$81,120.82	\$208,978.00	39%
MCOP-Opportunity Center at ALCC	\$30,487.47	\$76,735.00	40%
MCOP-Specialized Transportation	\$190,108.63	\$466,692.00	41%
Frenchtown Adult Day Services	\$107,851.00	\$240,320.00	45%
MCOP-Utility Assistance Program	\$14,657.15	\$30,968.00	47%
Monroe Senior Citizens Center	\$339,844.31	\$667,747.00	51%
Monroe Family YMCA Enhanced Fitness	\$21,474.90	\$41,469.00	52%
Milan Seniors Meals on Wheels	\$45,045.00	\$82,437.00	55%
MCOP-Food Assistance Program	\$144,662.24	\$261,194.00	55%
Ash Senior Citizens	\$22,514.76	\$39,925.00	56%
Living Independence for Everyone	\$773,473.80	\$1,338,944.00	58%
RSVP	\$107,560.87	\$183,937.00	58%
Bedford Senior Community Center	\$230,867.00	\$392,869.00	59%
MCOP-Home Care	\$184,201.89	\$310,333.00	59%
Dundee Area Senior Citizens Center	\$219,188.61	\$350,027.00	63%
MCOP-Unmet Emergency Needs	\$6,784.72	\$10,718.00	63%
Monroe County Senior Legal Services	\$217,656.59	\$334,715.00	65%
Milan Seniors for Healthy Living	\$48,793.97	\$74,126.00	66%
MCOP-Home Injury Control	\$12,353.66	\$18,616.00	66%
Monroe Family YMCA Cancer Survivorship	\$9,070.00	\$13,260.00	68%
Frenchtown Senior Citizens Center	\$290,692.00	\$331,705.00	88%

Jun 1, 2023 - Jun 30, 2023

Report Tab



Page	Pageviews	Users
	623 % of Total: 0.84 % (73,916)	310 % of Total: 1.32 % (23,529)
1. /204/Transportation-Services	125 (20.06%)	93 (20.04%)
2. /180/Commission-on-Aging	113 (18.14%)	77 (16.59%)
3. /197/Multi-Purpose-Senior-Centers	84 (13.48%)	53 (11.42%)
4. /194/Health-Nutrition-Services	55 (8.83%)	35 (7.54%)
5. /192/Services	44 (7.06%)	32 (6.90%)
6. /195/In-Home-Services	42 (6.74%)	33 (7.11%)
7. /201/Senior-Groups	35 (5.62%)	29 (6.25%)
8. /193/Adult-Day-Services	31 (4.98%)	15 (3.23%)
9. /200/Senior-Counseling-Services	23 (3.69%)	19 (4.09%)
10. /205/Volunteer-Services	23 (3.69%)	19 (4.09%)
11. /203/Senior-Legal-Services	12 (1.93%)	10 (2.16%)
12. /191/Service-Definitions	9 (1.44%)	7 (1.51%)
13. /199/Resource-Advocacy	8 (1.28%)	7 (1.51%)
14. /187/Former-Members	5 (0.80%)	4 (0.86%)
15. /604/Commission-on-Aging	4 (0.64%)	3 (0.65%)
16. /182/By-Laws-Policies	3 (0.48%)	3 (0.65%)
17. /180/Commission-on-Aginghttps://www.co.monroe.mi.us/180/Commission-on-Aging	1 (0.16%)	1 (0.22%)
18. /204/Transportation-Services?fbclid=IwAR1_s5hqec_AITmgFelzwajU2iFuNIYFLv-HtsbDuDr1zfthOJXA_Ito8H_M	1 (0.16%)	1 (0.22%)
19. /547/RecycleNOW---Free-Drop-off-Recycling?fbclid=IwAR0V7jgHjTqVm1BcWgnjvVB8a3VJDenhL0lwLNBMIkU5oWvqwvgNTQyqblA_aem_th_AQdBEa97AW1NjP8C11RdKDZwM2SV8ce02zuQVNHZcHltBq7LMrc_4rul6m8f201hzB0	1 (0.16%)	1 (0.22%)
20. /Drain Commission/Storm Sewer Specifications STORM_SEWER_SPECS_REV_March_2012.pdf	1 (0.16%)	1 (0.22%)
21. /government/departments_offices/treasurer/docs/teasures_timeline_2010.pdf	1 (0.16%)	1 (0.22%)
22. /list.aspx?mode=Subscribe&code=e1c19d77-ef0c-4245-b786-7a83b3f7205c	1 (0.16%)	1 (0.22%)
23. /MONROE_COUNTY_2010_COMPREHENSIVE_PLAN.pdf	1 (0.16%)	1 (0.22%)
24. /AgendaCenter/ViewFile/Agenda/187	0 (0.00%)	1 (0.22%)
25. /AgendaCenter/ViewFile/Agenda/192	0 (0.00%)	2 (0.43%)



Commission On Aging

www.co.monroe.mi.us/commonaging

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To: Commission on Aging Board Members

From: Jeff McBee

Date: August 1, 2023

RE: Waitlist/Requested Service Not Provided- July 2023

The following is a summary of all reported seniors placed or remaining on a waitlist and seniors requesting service that was not provided from June 25th of 2023 through July 25th of 2023:

United Way Project Ramp

- At the time of last report, there were 36 seniors awaiting a ramp.

Executive Summary

The older adult population in Monroe County is growing rapidly, and will continue to do so until 2030. Even after the overall older adult population stops growing, it will continue to age for at least the next decade, meaning that the need for many services will continue to increase. In partnership with the Commission on Aging (COA), the Institute of Gerontology at Wayne State University conducted focus groups, interviews, and surveys over the course of nearly a year with older adults, caregivers, service providers, service recipients, and others to gauge the need for supportive services. We found that services funded by the Monroe County Senior Millage are highly valued by older adults, even by those who do not use them, and significantly enhance the independence, well-being, and quality of life of those who do. A number of conclusions and recommendations follow from our research, and we summarize them here.

Social Capital – Most Monroe County seniors have good social support, ample social networks, high rates of volunteerism, and attitudes of friendliness and helpfulness. This social capital is an important community resource that can be mobilized to serve those who need assistance while providing volunteers with the opportunity to engage in meaningful and productive activities. The COA should expand and enhance existing volunteer programs, leverage the infrastructure already built by the RSVP program, and join with partner organizations to support new programs that help meet service needs by encouraging community service and enabling mutual support and the exchange of services within the older adult population and between generations.

Awareness and Outreach – One primary concern of seniors and their caregivers is their lack of awareness of the services that are available. The COA should encourage and enable older adults and community gatekeepers to share information about aging services. They should conduct outreach and public education campaigns using senior-friendly materials and media to disseminate aging service information, and enlist seniors and community partners to help. The COA should require service providers to inform clients about the source of funding for the services they deliver. They should also partner with senior centers, health care providers, and community based organizations to offer health promotion and disease prevention programs more broadly.

Community Partnerships – Many older adults receive peripheral support from local entities outside the aging network such as churches, banks, doctors, restaurants, and other establishments within their communities. The COA should engage those organizations and offer training that will help them serve their older members and patrons more effectively, identify those in need,

and help direct them to appropriate resources. Within the aging network, the COA should also help train staff on the needs of seniors and the broad array of services offered by the network. They should facilitate a regular meeting of aging service providers to break down barriers and encourage collaboration and coordination of services.

Systems Navigation – The aging network is complex, decentralized, and impersonal. Many older adults are too daunted by the system to use it effectively. The COA should consider ways to centralize access and personalize service coordination. Ideas toward this end include a one-stop-shop approach and individually assigned service coordinators who can help seniors navigate the system and arrange the benefits and services for which they are eligible.

Home Based Services – These services, which include home delivered meals, home care, chore and repair services, and home injury control, are critical to supporting frail elders in their homes. They are used disproportionately by the fastest growing segment of the older population, those age 80 and above, and so the need for these services can be expected to grow at an even faster rate than that of the overall older population. Home based services help recipients maintain their independence in the community and prevent injury and illness, and should be the COA's highest funding priority.

Caregiver Support – Informal caregiving by family and friends is widespread and incredibly important in Monroe County. Many are thrust into the caregiving role unprepared and with little outside support. The COA should increase funding of services to support caregivers such as caregiver training and education, caregiver peer support groups, and respite services.

Transportation – Although many service providers and recipients claim that transportation issues are particularly challenging, the available transportation programs are actually used by low numbers of people. The vast majority of Monroe County seniors drive themselves or get rides from family and friends, and well over 90% report no problems getting to the places they want to go. Yet those who need and use transportation services rely on them to help maintain their independence. The COA should increase funding for transportation enough to keep up with growing need and work with providers to expand access to specialized and non-emergency medical transportation for those who depend upon it.

Senior Centers – These are well used facilities that provide social and recreational activities to a diverse group of older adults, many of whom do not use other aging services. Senior centers are valued by members and non-members alike, and there appears to be potential for growth in their membership. The COA should continue their funding, work with senior center staff to enhance

programming and attract older adults in their 60s, and explore different ways to make senior centers community focal points and hubs for aging service delivery.

Housing – The multi-story single-family homes that predominate in Monroe County are good places to live for younger families with children, but their staircases and maintenance requirements are often difficult for older adults to handle. Alternative housing appropriate for frail elders and those with disabilities is in short supply. The COA should encourage developers to build more affordable and accessible housing for older adults, including low-income housing, with an emphasis on small, ranch-style houses and condominiums. This older adult needs assessment confirms the findings of the 2013 housing needs assessment and concurs in its recommendations.

Geographical Issues – Rural dwelling elders and those living near the Ohio border do not have the same level of access to services as those in the City of Monroe and surrounding area. As the older population grows and aging services grow along with it, the COA should consider establishing a greater presence away from the population center in and around the city. In the rural townships, the COA could partner with local governments or organizations for outreach or service delivery innovations. Perhaps a small satellite office could be located in the Bedford Senior Community Center to better serve the Bedford, Whiteford, Erie, and Ida Township senior populations. If that is not feasible, at very least the COA should focus more outreach and public education efforts in the rural and southern parts of the county.

Senior Millage – The Monroe County Senior Millage is a major boon to the older adult community, and we think to the community at large. The services funded by the millage are critical to the well-being and quality of life of thousands of older county residents. With a projected growth of 69% in the age 60+ population from 2010 to 2040, and growth of 167% in the higher-needs age 75+ population, current funding levels will soon be insufficient to provide needed services. Even with the most effective cost saving measures and a dramatic expansion in the use of volunteer labor, the current Senior Millage rate of .5 mills will not be nearly enough to keep up with growth. In order to plan for and serve a much larger older population, we recommend that the COA consider seeking a millage increase of an additional .5 mills. Although we only asked about a millage renewal in our survey of the older adult population, the high rate of support (79%) suggests that the passage of a ballot measure increasing the millage may be politically feasible. Without a significant increase in funding, the COA will not be able to meet the needs of a growing older adult population in the years and decades to come.

Sunshine Driving Statistics January-December 2022

	# of Rides	# of Repeat Clients	# of Unduplicated Clients	Total Number of Drivers Used	# of Unduplicated Drivers	Rides in Monroe County	Rides Outside of Monroe County
January	36	0	14	12	12	33	3
February	48	4	10	12	1	37	11
March	40	11	7	14	5	30	10
April	26	12	3	11	2	19	7
May	24	5	7	11	1	19	5
June	34	13	2	10	0	29	5
July	31	12	5	9	3	22	9
Aug	43	13	10	13	1	32	11
Sept	42	16	6	9	0	35	7
Oct	46	20	5	9	0	36	10
Nov	33	15	4	7	0	25	8
Dec	34	15	4	8	0	23	11
Totals	437	11	77	10	25	340	97



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To: Commission on Aging Board Members
From: Jeff McBee
Date: August 1, 2023
RE: Contractor Compliance Verification Evaluations

Contractor compliance verifications for program year 2022 are complete per MCCOA Policy# 15-03. Of all programs evaluated, a finding of non-compliance was determined in only two programs. The report and responses for those programs are anticipated to come to the Commission for review and disposition at the August and September Board meetings.



Milan Seniors for Healthy Living

empowering healthy aging & enhancing quality of life

July 10, 2023

Dear Monroe County Commission on Aging Commissioners.

Thank you for this opportunity to submit Milan Seniors for Healthy Living's request for additional funding for our 2023 Transportation Service.

Mid June, we exhausted our allotted MCCOA funding for transportation. This is great news as it indicates our seniors are obtaining access to the places they wish to go to maintain their independence.

Based upon projected needs for the remainder of 2023 **we are requesting an additional 866 units at the same unit rate of \$13.00 for \$11,258**

Attached is an updated budget sheet.

Thank you for this opportunity to present our request to you. And thank you even more for your partnership in serving our Monroe County seniors.

MaryAnn Opal

MaryAnn Opal

Executive Director

Milan Seniors for Healthy Living - MSHL

45 Neckel Court

Milan, MI 48160

734-508-6229

www.milanseniors.org

Facebook: Milan Seniors for Healthy Living

Proposed Operations Budget for Calendar Year 2023

Provider: Milan Seniors for Healthy Living

Program: Transportation Services

Operations	2022	2023	Difference	Revised 2023	Revised Difference
Advertising	\$165.00		(\$165.00)		
Central Services/Indirect Cost	\$665.00	\$29,623.00	\$28,958.00	\$29,623.00	
Client Program Supplies					
Client Transportation					
Conference/Training	\$330.00	\$600.00	\$270.00	\$600.00	
Contracted Services	\$2,640.00		(\$2,640.00)		
Direct Financial Assistance					
Dues/Fees/License	\$99.00		(\$99.00)		
Duplication/Printing					
Electric					
Employee/Volunteer Expenses					
Equipment Lease/Purchase	\$4,950.00		(\$4,950.00)		
Equipment Maintenance					
Facility Maintenance Contracts					
Food Purchase					
Fundraising Activities	\$1,320.00		(\$1,320.00)		
Gas (Facility)					
Home Modification Supplies/Equipment					
Internet	\$2,310.00		(\$2,310.00)		
Janitorial Supplies	\$50.00		(\$50.00)		
Kitchen Supplies/disposables					
Liability Insurance	\$1,485.00	\$8,000.00	\$6,515.00	\$8,000.00	
Newsletter Expense					
Office Equip. Repair & Maint.					
Office Supplies	\$825.00		(\$825.00)		
Postage	\$250.00		(\$250.00)		
Rent					
Staff travel					
Subscriptions/Manuals					
Telephone	\$750.00		(\$750.00)		
Trash/Lawn/Snow Care					
Vehicle Gas and Oil	\$3,500.00	\$7,000.00	\$3,500.00	\$7,000.00	
Vehicle Insurance	\$8,100.00		(\$8,100.00)		
Vehicle Lease/Purchase					
Vehicle Maintenance	\$1,050.00	\$3,000.00	\$1,950.00	\$3,000.00	
Volunteer Insurance					
Volunteer Meal Reimbursement					
Volunteer Recognition					
Volunteer Transport/Stipend Reimburse.					
Water					
Total Operations	\$28,489.00	\$48,223.00	\$19,734.00	\$48,223.00	

Proposed Annual Wages/Benefits Budget for Calendar Year 2023

Provider: Milan Seniors for Healthy Living

Program: Transportation Services

Positions	2022	2023	Difference	Revised 2023	Revised Difference
Admin Director	\$13,616.00		(\$13,616.00)		
Executive Director	\$18,243.00		(\$18,243.00)		
Drivers	\$45,279.00	\$64,690.00	\$19,411.00	\$64,690.00	
Sub Drivers	\$8,058.00		(\$8,058.00)		
Dispatcher	\$2,034.00		(\$2,034.00)		
Total Wages & Benefits	\$87,230.00	\$64,690.00	(\$22,540.00)	\$64,690.00	

Total Budget	\$115,719.00	\$112,913.00	(\$2,806.00)	\$112,913.00	
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Revenue Sources for Calendar Year 2023

Provider: Milan Seniors for Healthy Living
Program: Transportation Services

Revenue Sources	2022	2023	Difference	Revised 2023	Revised Difference
Area Agency on Aging 1-B					
Client Cost Share					
Commission on Aging (COA)	\$8,100.00	\$10,790.00	\$2,690.00	\$22,048.00	\$11,258.00
Commodities Supplemental Food Prog					
Community Mental Heath					
Community Service Block Grant					
Corporate Sponsorship	\$2,160.00	\$3,000.00	\$840.00	\$3,000.00	
Corporation National & Community Serv.					
Department of Agriculture					
Department of Human Services					
Donations	\$9,000.00	\$2,000.00	(\$7,000.00)	\$2,000.00	
Dues					
Emergency Food Assistance Program					
Employee Ins. Cost share					
Fares	\$14,780.00	\$13,000.00	(\$1,780.00)	\$15,000.00	\$2,000.00
Federal Section 5311					
Funds Raised	\$2,400.00		(\$2,400.00)		
Hope Network					
Office of Services to the Aging					
Private Pay					
Public Act 51					
SMART					
United Way					
Units of Government					
Van Fees					
Enter other funding source below					
Other #1: foundation grants	\$16,520.00	\$29,400.00	\$12,880.00	\$16,142.00	(\$13,258.00)
Other #2: cost allocated revenues		\$54,723.00	\$54,723.00	\$54,723.00	
2022's "Others"	\$62,759.00		(\$62,759.00)		
Total Revenue	\$115,719.00	\$112,913.00	(\$2,806.00)	\$112,913.00	



Commission On Aging

www.co.monroe.mi.us/commonaging

A Division of the Monroe County
Community Planning & Engagement Department

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mccoa@monroemi.org

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Director

Cheryl Rivard
Chair

Martin Kaufman
Vice-Chair

Mary Ann
Wertenberger
Secretary

Mary Gantz

Larry Gramlich

Cynthia McIlvain

Wayne Meehan

Paul Simonton

Donald Spencer

Monroe County COA Compliance Verification Evaluation Report

Agency: Monroe County Opportunity Program

Program: Opportunity Center at ALCC

Date: 7/7/2023

The Commission on Aging Compliance Verification Evaluation for this program was completed on July 7, 2023. The evaluation consisted of a review of documentation that indicated that reported services reimbursed by the Commission on Aging met all requirements.

The reported services reviewed were determined by COA staff. The number of services reviewed (4) was based on 5% of the number of participants the program served in 2022. In order to meet all requirements, documentation verifying the following was required to be provided at the time of the evaluation:

- The date the service was provided
- The amount of service provided
- The type of service provided

Evaluation Result:

Based on this evaluation, all the reported services reviewed were supported by appropriate documentation with the following exception.

Finding #1:

Client A was billed for 6.5 units of service for the month of October 2022 for "Senior Pick-Up / Drop-Off". Transportation services are not an allowable billable activity under the current Multi-Purpose Senior Center service definition.

Based on the program's 2022 unit rate of \$7.50, an overpayment of \$48.75 occurred.

Per Policy# MCCOA 15-3 (attached), please submit a written response to this finding within 30 days of the date of this report. Responses to findings must include:

- A plan to address the finding.

OR

- Reason(s) for disputing the finding.



1140 S. Telegraph Road, Monroe, MI 48161 Ph: 734.241.2775 Fax: 734.457.0630 Toll Free: 866.261.9184

A Community Action Agency serving Monroe County residents since 1965.

July 13, 2023

Monroe County Commission on Aging
Attn: Jeff McBee, Director
965 South Raisinville Road
Monroe, MI 48161

Dear Jeff,

I am writing today in response to the Compliance Verification Evaluation Report dated 7/7/23 with regards to The Opportunity Center @ ALCC and finding #1. At the current time, we are not disputing this finding and will make a repayment to the Commission on Aging in the amount of \$48.75 within 30 days.

That being said, I would also ask that the Commission on Aging look at the Multi-Purpose Senior Center service definition to determine if transportation can be added to the billable activities. The Opportunity Center has several seniors who are either in wheelchairs or no longer driving due to safety issues, and since MCOP has a fleet of vans, we do transport those seniors safely from their home to the Center in order to participate in activities. For our seniors, it can be the difference between isolation and participation, getting supplemental food or not. Our ability to transport seniors is a key element to their quality of life.

As always, I appreciate the Commission on Aging for ALL of the wonderful services provided to seniors across the county. MCOP is a proud partner in providing these services! I would like to discuss this matter further, if possible, to see what we can do to support our seniors.

Thank you for your diligence – the repayment will be forthcoming. I can be reached at (734) 241-2775, ext. 206 or via email at: skasprzak@monroecountyop.org.

Sincerely,

Stephanie Zorn-Kasprzak
Executive Director





Commission On Aging

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Policy #: MCCOA 15-03

Title: Program Compliance Evaluation

Adopted: 07-08-2015

Revised: 06-12-2019

The following procedure will be used to annually evaluate the compliance of COA funded programs regarding supporting documentation for the billing of services.

1. COA staff will determine and utilize a process to randomly select five percent of the clients served by each program and a service billed to the COA for each client selected.
2. The COA Director or his designee will conduct an evaluation requesting that each agency provide agency documentation verifying the following information for each client and service selected:
 - A. The date the service was provided
 - B. The amount of service provided
 - C. The type of service provided
3. Following the evaluation, COA staff will issue a report to the agency evaluated, indicating any instances where billing information was not supported by the agency's documentation, referred to as "findings."
4. Upon issuance of the report, the agency will be given 30 days to offer a "Response" that either A) disputes any findings in the report or B) provides a plan to address any findings in the report. Failure to respond will result in further action.
5. The original COA report and response from the agency will be submitted to the COA Board for review and disposition if necessary.
6. Any findings that result in an unauthorized payment to the agency require re-imbursement to the COA within 30 days of notice.



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Service Name: Multi-purpose Senior Centers

Date Adopted: 5/14/2014

Date Revised: 12/08/2021

Service Definition: Multi-purpose activity center where individuals gather for activities, meals, health related activities, information and referral and access to services.

Unit of Service: 1 hour of attendance at the senior center by a Monroe County resident 60 years of age and above (excluding on-duty paid staff). Units over/under an hour are to be reported in 15-minute increments.

Exceptions:

- A) Multi-purpose senior center meals prepared for carry-out and/or delivered to homebound Monroe County residents 60 years of age and above may be billed as one unit.
- B) Multi-purpose senior center newsletters prepared and sent to Monroe County residents 60 years of age and above may be billed as one-quarter (.25) of a unit.

Minimum Requirements:

1. Each center will have a written policy by which individual member input on program development and evaluation is collected on an annual basis.
2. Each center will provide programming pertinent to their clientele.
3. Each center will have a process in place to make referrals to outside agencies when an individual need is noted.
4. Each center will have an evacuation plan displayed in a prominent area in the center where individuals may review the plan.
5. Each center will make their hours of operation known in a public manner.
6. Units of service based on attendance reported by centers must be based on and supported by documented actual sign-in/sign-out times of center users.
7. If either actual sign-in **OR** sign-out time is not documented for a center user, centers are permitted to bill for up to 2 unit of services per staff discretion.



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July 25, 2023

Monroe Commission on Aging
and Jeff McBee, Director
965 South Raisinville Road
Monroe, MI 48161

Dear Commissioners:

RE: Request to Increase the Projected Number of Units

The Monroe Center *for Healthy Aging* units are currently running above projections, and we expect to have provided all 84,191 contracted units by the end of October.

We are formally requesting that our number of contracted units for 2023 be increased to 94,000 units. Because no increase in funding is requested, this would result in a decreased unit rate – to \$4.00 for the remainder of the year. (The current unit rate is \$5.00 per unit.)

We would appreciate time at the Commission on Aging's August 9, 2023 meeting to present this request. Please let me know if you have any questions or need additional information.

In community service,

A handwritten signature in black ink that reads "Sandra M. Pierce". The signature is fluid and cursive.

Sandra M. Pierce
Executive Director

Attachments

*The Monroe Center for Healthy Aging
is committed to improving the quality of life
for older adults in Monroe County.*



Frenchtown Center for Active Adult
2786 Vivian Rd
Monroe, MI 48162

Phone (734) 243-6210
Fax (734) 243-5761
piacoangeli@frenchtownsenior.com

July 25, 2023

Board of Directors

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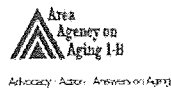
Secretary
Mary Ann Mack

Member-at-Large
Charles Mushing

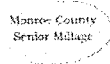
John Bocks
Linda Compota
Jean Guyor
Lance Slaton
James Smith
Alan VanWashenova

Executive Director

Paul Iacoangeli



Commission On Aging



Member Agency

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

RE: Frenchtown Adult Day Care program

Dear Mr. McBee:

Please consider this a request to be placed on the agenda for the August meeting to discuss possibly changing our unit rate for the Adult Day Care program.

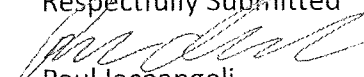
While we have made some progress in attracting new clients and have had several inquiries during the past few weeks, our unit numbers are sorely lacking. Since COVID, the program has yet to rebound. While we currently serve 16 unduplicated clients compared to 12 at this same time last year, the unit numbers are concerning. Our unit numbers through June total 1,863.25 units, less than quarter of the 7,626 units for the year.

Our current budget is based on serving 7,626 units at \$13.15 per unit. In the past, the program has used the unit number established by Area Agency on Aging 1B for our COA budget. Regardless, unless things drastically improve, I estimate less than half of the COA funds allocated to the program will be collected. As a result, I respectfully request a unit rate adjustment so the program can capture more of the budgeted allocation. I suggest increasing the unit rate to the 2024 budgeted rate of \$29.05 per unit beginning July 1. Having a target of 2,608 units compared to the 5,763 remaining is more realistic.

Once again, I want to stress this is not a request for additional funding. The unit rate increase request is only a means to access the funds the Commission has already allocated to the program.

Thank you for your time and consideration of this matter.

Respectfully Submitted


Paul Iacoangeli
Executive Director