



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 Gantz

Larry Gramlich

Cynthia McIlvain

Wayne Meehan

Paul Simonton

Donald Spencer

**Monroe County Commission on Aging
Regular Board Meeting
September 13, 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- Area Agency on Aging 1-B
& Frenchtown Senior Center Program Updates
8. Consent Agenda
 - A. Approval of the Minutes of the August 9, 2023 Regular Meeting.
 - B. Strategic Planning Committee Notes of September 7, 2023
 - C. Finance Reports
 - D. Correspondence- None
 - E. Formal Agency Reports- None
9. Director's Report
10. Old Business
 - A. Senior Center Transportation Discussion
11. New Business
 - A. Milan Center for Healthy Living Response to Evaluation Finding
 - B. United Way Project Ramp Additional 2023 Funding Request
12. Public Comment
13. Commission Members' Comments
14. Adjournment

The next Regular Board meeting is scheduled for Wednesday, October 11, 2023, 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 TDY (734) 240-7301



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Monroe County Commission on Aging

Regular Board Meeting Minutes

August 9, 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, Donald Spencer,
Larry Gramlich, Wayne Meehan

Members excused:

Paul Simonton, Mary Gantz

Approval of the Agenda:

Wayne Meehan made a motion to approve the August 9, 2023 Regular Board Meeting Agenda as presented. Supported by Larry Gramlich.

Motion carried.

Public Comment: None.

Special Presentations:

Monroe Senior Center

Sandie Pierce presented to the Board. The Monroe Center for Healthy Aging has been re-accredited with the National Council on Aging (NCO) for a period of 5 years: July 2023-July 2028. Copies of the Monroe Center for Healthy Aging semi-annual report were also distributed. The report features program breakdowns and scheduled special events. Funding has also been granted to the Monroe Senior Center from the United Way to continue the Cancer Connection program.

Frenchtown Senior Center:

Presentation was rescheduled for the next Board Meeting.

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

Motion to approve by: Wayne Meehan **Supported by:** Mary Ann Wertenberger



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Larry Gramlich

Cynthia McIlvain

Wayne Meehan

Paul Simonton

Donald Spencer

Motion carried

Directors' Report:

Jeff McBee reported the following:

➤ Common Measures Report

The June 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 June 2023, 310 individuals visited the site with 653 views. In July, 2023 there were 551 views.

➤ Waitlist/Service Not Provided Summary

Mr. McBee reported that from May 25, 2023, through June 25, 2023, there are 38 reported seniors on the Project Ramp waitlist.

Old Business: None.

New Business:

A. Milan Transportation Request for Additional 2023 Funding

Motion to approve the request of an additional \$11,258.00 for Milan Transportation 2023 funding

Motion by: Cynthia McIlvain

Supported by: Larry Gramlich

Roll Call Vote Taken:

Mary Ann Wertenberger – Yes
Wayne Meehan – Yes
Martin Kaufman – Yes
Don Spencer – Yes

Larry Gramlich – Yes
Cynthia McIlvain – Yes
Cheryl Rivard – Yes

Motion carried

B. MCOP Opportunity Center Response to Evaluation Finding

Motion to accept Stephanie Kasprzak's response to the Evaluation Finding

Motion by: Wayne Meehan

Supported by: Cynthia McIlvain

Motion Carried



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C. Monroe Center for Healthy Aging Request for 2023 Rate Decrease

Motion to decrease the unit rate for Monroe Center from \$5.00 to \$4.00 effective August 1, 2023

Motion by: Don Spencer

Supported by: Wayne Meehan

Motion Carried

D. Frenchtown Dementia Adult Day Care Request for 2023 Rate Increase

Motion to increase the Frenchtown Adult Day Care unit rate from \$13.15 to \$29.05 effective July 1, 2023.

Motion by: Cynthia McIlvain

Supported by: Wayne Meehan

Motion Carried

Public Comment:

Paul Iacoangeli, Frenchtown Center Director, states that the Transportation Department has been working with the SMART Bus system to get a transportation Van.

Stephanie Kasprzak expressed a need to transport certain disabled clients in the Opportunity Center van for lunch and activities and transport them home.

Commission Members Comments:

Don Spencer wants to look at the total picture for Frenchtown transportation needs.

Wayne Meehan would like to continue to Transportation discussion also.

Martin Kaufman stated that the Board should be better informed regarding issues facing providers.

Adjournment:

Motion by: Wayne Meehan and

Supported by: Cynthia McIlvain

Motion Carried

Cheryl Rivard adjourned the meeting at 2:07 p.m.

The next Regular Board meeting takes place on Wednesday, September 13, 2023, at 1:00 p.m. at the Monroe County Commission on Aging, 965 South Raisinville Road, Monroe, MI 48161.

Ramona Hall, Recording Secretary

Monroe County Commission on Aging Strategic Planning Committee Meeting Notes

September 7, 2023

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

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

1. **Milan Center for Healthy Living 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.
2. **United Way Project Ramp Request for Additional Funding:**
The Committee reviewed the request and recommends approval to the full Board.
3. **Senior Center Transportation Discussion:**
The Committee reviewed the current Multi-Purpose Senior Center service definition, a proposed amendment to that definition submitted by Stephanie Kasprzak of MCOP, and the current Transportation program service definition. The general consensus of the Committee was that transportation should not be added, however, an open discussion regarding the issue at the regular Board meeting is encouraged.

The meeting adjourned at 2:29 p.m.

The next meeting is scheduled for October 5, 2023 at 2:00 p.m. at the Commission on Aging.

Jeff McBee, Recording Secretary

RUN DATE: 09/01/23 13:57

County of Monroe

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APPR

Appropriation Report

FISCAL DATE: 08/31/23 23/AUG

** 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	2,960.00	9,620.00	8,140.00	54.17
280-97000-965165	MONROE SENIOR CITIZEN	420,958.00	0.00	0.00	41,245.00	281,582.50	139,375.50	66.89
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	946.00	10,890.00	1,210.00	90.00
280-97000-965205	EMERGENCY FUEL	15,000.00	0.00	0.00	2,153.25	9,759.76	5,240.24	65.07
280-97000-965215	MILAN SENIOR CENTER	45,408.00	0.00	0.00	3,147.73	25,054.35	20,353.65	55.18
280-97000-965216	MILAN SENIOR TRANSIT	10,790.00	0.00	0.00	0.00	10,790.00	0.00	100.00
280-97000-965220	MILAN SENIOR RESOURCE	10,500.00	0.00	0.00	63.00	136.50	10,363.50	1.30
280-97000-965225	ADULT DAY CARE SERVICE	100,250.00	0.00	0.00	9,245.08	33,746.93	66,508.07	33.66
280-97000-965340	YMCA	5,760.00	0.00	0.00	0.00	3,600.00	2,160.00	62.50
280-97000-965380	YMCA	37,795.00	0.00	0.00	3,711.50	23,568.88	14,226.12	62.36
280-97000-965390	MCOF VOLUNTEER CAREGIV	3,000.00	0.00	0.00	304.00	1,634.00	1,366.00	54.47
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		3,489,341.00	0.00	0.00	397,635.94	2,372,394.75	1,116,946.25	67.99
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 OTH		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	397,635.94	2,482,363.06	1,287,200.94	65.85

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APPR

County of Monroe
Appropriation Report

PAGE: 00060
FISCAL DATE: 08/31/23 23/AUG

** 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	3,739.20	53,315.14	15,601.86	77.36
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	275.00	2,000.00	4,000.00	33.33
101-67200-715000	SOCIAL SECURITY	5,732.00	0.00	0.00	297.08	4,098.60	1,633.40	71.50
101-67200-716000	EMPLOYERS-RETIREMENT	22,323.00	0.00	0.00	1,211.12	17,268.79	5,054.21	77.36
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	EMPLOYER-HCS	1,379.00	0.00	0.00	74.78	1,066.27	312.73	77.32
101-67200-717000	UNEMPLOYMENT INSURANCE	75.00	0.00	0.00	4.04	55.52	19.48	74.03
101-67200-718000	WORKERS COMPENSATION I	57.00	0.00	0.00	3.02	41.49	15.51	72.79
101-67200-719000	HEALTH INSURANCE	7,902.00	0.00	0.00	486.24	5,840.96	2,061.04	73.92
101-67200-720000	LIFE INSURANCE	119.00	0.00	0.00	7.30	87.63	31.37	73.64
101-67200-721000	OPTICAL INSURANCE	54.00	0.00	0.00	3.28	39.40	14.60	72.96
101-67200-722000	DENTAL INSURANCE	414.00	0.00	0.00	25.42	305.41	108.59	73.77
101-67200-723000	DISABILITY INSURANCE	665.00	0.00	0.00	36.04	513.99	151.01	77.29
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	14.87	40.99	421.52	1,563.61	21.82
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	159.95	1,127.65	2,122.35	34.70
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	18.65	583.64	313.36	65.07
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	16.93	358.02	156.98	69.52
101-67200-861000	TRAVEL	850.00	0.00	0.00	0.00	77.50	772.50	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	1,171.00	0.00	0.00	63.52	905.82	265.18	77.35
101-67200-921000	ELECTRICITY	1,500.00	0.00	0.00	318.02	1,621.75	-121.75	108.12
101-67200-922000	WATER AND SEWAGE	200.00	0.00	0.00	7.32	113.74	86.26	56.87
101-67200-933000	HEATING FUEL	600.00	0.00	0.00	6.99	273.82	326.18	45.64
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	47.11	338.27	1,661.73	16.91
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	6,842.00	125,726.77	45,577.36	73.40

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County of Monroe

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REVEN

Revenue Report

FISCAL DATE: 08/31/23

23/AUG

** 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	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	190.32	2,598.76	20,151.24	11.42
280-97000-430000	DELINQUENT PERSONAL PROP TAXES	-3,500.00	-66.30	-5,861.24	2,361.24	167.46
280-97000-434020	OTH TAXES-PYMT IN LIEU OF TAX	-7,500.00	0.00	-10,123.64	2,623.64	134.98
280-97000-437000	INDUSTRIAL FACILITY TAX	-11,500.00	0.00	-14,324.45	3,028.45	126.30
280-97000-445000	TAXES-PENALTIES & INT ON TAXES	-250.00	0.00	-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	-18,767.91	16,767.91	938.40
280-97000-676070	SPECIAL REVENUE-REIMBURSEMENT	-1,000.00	-1.25	-50.00	-950.00	5.00
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	122.77	-3,592,486.40	-177,077.60	95.30
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	122.77	-3,592,486.40	-177,077.60	95.30

COA Director's Report Items (9/13/23)

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 53% - 63%)

As of: July

Provider/Program	Cumulative Units	Unit Maximum	Percentage
Milan Seniors for Healthy Living - Resource	6.50	500.00	1%
Pure Psychiatry	39.25	145.00	27%
Berlin Township Senior Citizens Group	1,832.00	4,940.00	37%
MCOP-Resource Advocacy	4,335.75	9,450.00	46%
Frenchtown Adult Day Services	2,181.50	4,471.25	49%
MCOP-Specialized Transportation	4,197.00	8,000.00	52%
Memory Lane Care Services	130.00	240.00	54%
MCOP-Volunteer Caregiver Program	204.25	375.00	54%
Milan Seniors for Healthy Living	5,296.50	9,600.00	55%
Lake Erie Transportation Commission	6,688.00	12,000.00	56%
RSVP	32,708.14	58,330.00	56%
Health Van	1,429.00	2,500.00	57%
MCOP-Home Care	4,672.75	8,000.00	58%
Monroe Family YMCA Enhanced Fitness	554.99	918.00	60%
MCOP-Home Injury Control	3,951.05	6,500.00	61%
Monroe Senior Citizens Center	56,316.31	91,159.47	62%
Living Independence for Everyone	90,972.00	140,000.00	65%
MCOP-Utility Assistance Program	9,759.76	15,000.00	65%
United Way Project Ramp of MC	83,511.05	122,382.00	68%
Ash Senior Citizens	1,762.00	2,553.00	69%
MCOP-Food Assistance Program	243,947.50	344,285.00	71%
MCOP-Opportunity Center at ALCC	6,259.50	8,760.00	71%
MCOP-Unmet Emergency Needs	10,001.00	13,500.00	74%
Bedford Senior Community Center	30,648.58	41,000.00	75%
Monroe Family YMCA Cancer Survivorship	72.00	96.00	75%
Dundee Area Senior Citizens Center	25,441.00	31,950.00	80%
Monroe County Senior Legal Services	1,774.20	2,100.00	84%
MCOP-Home Chore	3,843.25	4,300.00	89%
Milan Seniors Meals on Wheels	1,980.00	2,200.00	90%
Frenchtown Senior Citizens Center	33,087.00	34,500.00	96%
Milan Seniors Transportation	976.00	830.00	118%

Table B.
Unduplicated Clients Served vs. Anticipated Clients Served
 (Goal is to be at least 53%)

As of: July

Provider/Program	Cumulative Unduplicated Clients	Anticipated Clients Served	Percentage
Pure Psychiatry	27	200	14%
Milan Seniors for Healthy Living - Resource	3	15	20%
MCOP-Volunteer Caregiver Program	4	10	40%
Memory Lane Care Services	8	20	40%
Frenchtown Adult Day Services	16	35	46%
MCOP-Utility Assistance Program	20	41	49%
Monroe Family YMCA Cancer Survivorship	6	12	50%
Lake Erie Transportation Commission	390	750	52%
MCOP-Resource Advocacy	937	1,800	52%
United Way Project Ramp of MC	11	20	55%
MCOP-Home Injury Control	57	90	63%
Milan Seniors for Healthy Living	168	250	67%
Ash Senior Citizens	81	120	68%
Health Van	122	175	70%
Bedford Senior Community Center	927	1,200	77%
MCOP-Unmet Emergency Needs	15	19	79%
Living Independence for Everyone	952	1,200	79%
RSVP	262	330	79%
MCOP-Home Chore	353	430	82%
MCOP-Home Care	121	145	83%
Berlin Township Senior Citizens Group	109	130	84%
Monroe County Senior Legal Services	680	800	85%
Milan Seniors Transportation	26	30	87%
Monroe Senior Citizens Center	1,315	1,500	88%
Milan Seniors Meals on Wheels	23	25	92%
Dundee Area Senior Citizens Center	433	450	96%
MCOP-Food Assistance Program	1,311	1,350	97%
Monroe Family YMCA Enhanced Fitness	198	200	99%
MCOP-Specialized Transportation	213	210	101%
Frenchtown Senior Citizens Center	1,219	1,000	122%
MCOP-Opportunity Center at ALCC	268	100	268%

Table C.

Actual Expenditures vs. Total Budget

(Goal is to be between 53% - 63%)

As of: July

Provider/Program	Actual Expenditures	Total Budget	Percentage
Pure Psychiatry	\$12,247.00	\$50,923.00	24%
Berlin Township Senior Citizens Group	\$22,608.00	\$64,548.00	35%
Memory Lane Care Services	\$25,030.56	\$68,950.00	36%
Milan Seniors for Healthy Living - Resource	\$23,194.03	\$62,591.00	37%
Monroe Family YMCA Cancer Survivorship	\$5,710.00	\$13,260.00	43%
MCOP-Volunteer Caregiver Program	\$10,891.30	\$24,165.00	45%
Health Van	\$114,620.00	\$247,742.00	46%
Frenchtown Adult Day Services	\$119,589.00	\$240,320.00	50%
MCOP-Specialized Transportation	\$232,415.75	\$466,692.00	50%
Lake Erie Transportation Commission	\$368,635.00	\$725,512.00	51%
Milan Seniors Meals on Wheels	\$44,792.12	\$82,437.00	54%
Ash Senior Citizens	\$22,752.96	\$39,925.00	57%
Monroe County Senior Legal Services	\$194,406.54	\$334,715.00	58%
MCOP-Utility Assistance Program	\$18,157.64	\$30,968.00	59%
Monroe Senior Citizens Center	\$398,631.80	\$667,747.00	60%
Bedford Senior Community Center	\$235,690.57	\$392,869.00	60%
MCOP-Resource Advocacy	\$144,024.73	\$238,208.00	60%
RSVP	\$111,228.96	\$183,937.00	60%
Milan Seniors Transportation	\$68,825.54	\$112,913.00	61%
Frenchtown Senior Citizens Center	\$207,474.00	\$331,705.00	63%
Monroe Family YMCA Enhanced Fitness	\$26,641.00	\$41,469.00	64%
Dundee Area Senior Citizens Center	\$229,248.16	\$350,027.00	65%
MCOP-Home Care	\$205,731.13	\$310,333.00	66%
Living Independence for Everyone	\$890,908.99	\$1,338,944.00	67%
MCOP-Home Chore	\$140,421.95	\$208,978.00	67%
MCOP-Opportunity Center at ALCC	\$52,471.12	\$76,735.00	68%
United Way Project Ramp of MC	\$99,505.71	\$142,700.00	70%
MCOP-Unmet Emergency Needs	\$11,298.09	\$15,718.00	72%
MCOP-Food Assistance Program	\$201,800.27	\$261,194.00	77%
Milan Seniors for Healthy Living	\$59,374.99	\$74,126.00	80%
MCOP-Home Injury Control	\$15,404.89	\$18,616.00	83%

Table D.

Total Cost Per Unduplicated Client (Year to Date)

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

As of: July

Provider/Program	Actual Expenses	Y-T-D Unduplicate d Clients Served	Cost Per Unduplicated Client	Total Budget	Anticipated Clients Served	Unduplicated Cost Goal	Percent
MCOP-Opportunity Center at ALCC	\$52,471.12	268	\$195.79	\$76,735.00	100	\$767.35	26%
Berlin Township Senior Citizens Group	\$22,608.00	109	\$207.41	\$64,548.00	130	\$496.52	42%
MCOP-Specialized Transportation	\$232,415.75	213	\$1,091.15	\$466,692.00	210	\$2,222.34	49%
Frenchtown Senior Citizens Center	\$207,474.00	1,219	\$170.20	\$331,705.00	1,000	\$331.71	51%
Milan Seniors Meals on Wheels	\$44,792.12	23	\$1,947.48	\$82,437.00	25	\$3,297.48	59%
Monroe Family YMCA Enhanced Fitness	\$26,641.00	198	\$134.55	\$41,469.00	200	\$207.35	65%
Health Van	\$114,620.00	122	\$939.51	\$247,742.00	175	\$1,415.67	66%
Dundee Area Senior Citizens Center	\$229,248.16	433	\$529.44	\$350,027.00	450	\$777.84	68%
Monroe Senior Citizens Center	\$398,631.80	1,315	\$303.14	\$667,747.00	1,500	\$445.16	68%
Monroe County Senior Legal Services	\$194,406.54	680	\$285.89	\$334,715.00	800	\$418.39	68%
Milan Seniors Transportation	\$68,825.54	26	\$2,647.14	\$112,913.00	30	\$3,763.77	70%
RSVP	\$111,228.96	262	\$424.54	\$183,937.00	330	\$557.38	76%
Bedford Senior Community Center	\$235,690.57	927	\$254.25	\$392,869.00	1,200	\$327.39	78%
MCOP-Home Care	\$205,731.13	121	\$1,700.26	\$310,333.00	145	\$2,140.23	79%
MCOP-Food Assistance Program	\$201,800.27	1,311	\$153.93	\$261,194.00	1,350	\$193.48	80%
MCOP-Home Chore	\$140,421.95	353	\$397.80	\$208,978.00	430	\$486.00	82%
Living Independence for Everyone	\$890,908.99	952	\$935.83	\$1,338,944.00	1,200	\$1,115.79	84%
Ash Senior Citizens	\$22,752.96	81	\$280.90	\$39,925.00	120	\$332.71	84%
Monroe Family YMCA Cancer Survivorship	\$5,710.00	6	\$951.67	\$13,260.00	12	\$1,105.00	86%
Memory Lane Care Services	\$25,030.56	8	\$3,128.82	\$68,950.00	20	\$3,447.50	91%
MCOP-Unmet Emergency Needs	\$11,298.09	15	\$753.21	\$15,718.00	19	\$827.26	91%
Lake Erie Transportation Commission	\$368,635.00	390	\$945.22	\$725,512.00	750	\$967.35	98%
Frenchtown Adult Day Services	\$119,589.00	16	\$7,474.31	\$240,320.00	35	\$6,866.29	109%
MCOP-Volunteer Caregiver Program	\$10,891.30	4	\$2,722.83	\$24,165.00	10	\$2,416.50	113%
MCOP-Resource Advocacy	\$144,024.73	937	\$153.71	\$238,208.00	1,800	\$132.34	116%
Milan Seniors for Healthy Living	\$59,374.99	168	\$353.42	\$74,126.00	250	\$296.50	119%
MCOP-Utility Assistance Program	\$18,157.64	20	\$907.88	\$30,968.00	41	\$755.32	120%
United Way Project Ramp of MC	\$99,505.71	11	\$9,045.97	\$142,700.00	20	\$7,135.00	127%
MCOP-Home Injury Control	\$15,404.89	57	\$270.26	\$18,616.00	90	\$206.84	131%
Pure Psychiatry	\$12,247.00	27	\$453.59	\$50,923.00	200	\$254.62	178%
Milan Seniors for Healthy Living - Resource	\$23,194.03	3	\$7,731.34	\$62,591.00	15	\$4,172.73	185%

Table E.**Actual Revenue vs. Total Budget**

(Goal is to be between 53% - 63%)

As of: July

Provider/Program	Actual Revenue	Total Budget	Percentage
Milan Seniors for Healthy Living - Resource	\$10,641.57	\$62,591.00	17%
Memory Lane Care Services	\$12,236.23	\$68,950.00	18%
Pure Psychiatry	\$14,633.00	\$50,923.00	29%
Health Van	\$77,235.52	\$247,742.00	31%
United Way Project Ramp of MC	\$49,669.77	\$142,700.00	35%
MCOP-Volunteer Caregiver Program	\$9,104.00	\$24,165.00	38%
Berlin Township Senior Citizens Group	\$25,121.88	\$64,548.00	39%
Lake Erie Transportation Commission	\$309,590.56	\$725,512.00	43%
MCOP-Resource Advocacy	\$104,458.31	\$238,208.00	44%
MCOP-Specialized Transportation	\$222,029.52	\$466,692.00	48%
Milan Seniors Transportation	\$56,621.61	\$112,913.00	50%
Frenchtown Adult Day Services	\$124,731.00	\$240,320.00	52%
MCOP-Utility Assistance Program	\$16,124.94	\$30,968.00	52%
MCOP-Unmet Emergency Needs	\$8,872.59	\$15,718.00	56%
MCOP-Home Chore	\$122,509.73	\$208,978.00	59%
MCOP-Opportunity Center at ALCC	\$45,081.06	\$76,735.00	59%
Monroe Family YMCA Enhanced Fitness	\$25,284.32	\$41,469.00	61%
Monroe Senior Citizens Center	\$408,919.29	\$667,747.00	61%
Living Independence for Everyone	\$831,973.26	\$1,338,944.00	62%
Milan Seniors Meals on Wheels	\$52,480.17	\$82,437.00	64%
Ash Senior Citizens	\$26,535.57	\$39,925.00	66%
RSVP	\$122,607.36	\$183,937.00	67%
MCOP-Home Care	\$211,703.48	\$310,333.00	68%
Monroe Family YMCA Cancer Survivorship	\$9,070.00	\$13,260.00	68%
MCOP-Food Assistance Program	\$180,712.80	\$261,194.00	69%
Bedford Senior Community Center	\$278,206.00	\$392,869.00	71%
Dundee Area Senior Citizens Center	\$258,298.80	\$350,027.00	74%
Monroe County Senior Legal Services	\$250,001.84	\$334,715.00	75%
Milan Seniors for Healthy Living	\$58,402.29	\$74,126.00	79%
MCOP-Home Injury Control	\$14,807.58	\$18,616.00	80%
Frenchtown Senior Citizens Center	\$330,757.00	\$331,705.00	100%



Commission On Aging

www.co.monroe.mi.us/commonaging

A Division of the Monroe County
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Wayne Meehan

Paul Simonton

Donald Spencer

To: Commission on Aging Board Members
From: Jeff McBee
Date: September 7, 2023
RE: Waitlist/Requested Service Not Provided- August 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 July 25th of 2023 through August 25th of 2023:

United Way Project Ramp

- At the time of last report, there were 28 seniors awaiting a ramp.

Date
Aug 1, 2023 - Aug 31, 2023

Free form f

Segment		Views		Totals	
Page location		Views	↓ Views		
Totals		534	534		
		100% of total	100% of total		
1	https://www.co.monroe.mi.us/204/Transportation-Services	159	159		
2	https://www.co.monroe.mi.us/180/Commission-on-Aging	102	102		
3	https://co.monroe.mi.us/197/Multi-Purpose-Senior-Centers	75	75		
4	https://co.monroe.mi.us/194/Health-Nutrition-Services	33	33		
5	https://www.co.monroe.mi.us/192/Services	26	26		
6	https://www.co.monroe.mi.us/201/Senior-Groups	24	24		
7	https://www.co.monroe.mi.us/205/Volunteer-Services	20	20		
8	https://www.co.monroe.mi.us/195/In-Home-Services	18	18		
9	https://co.monroe.mi.us/203/Senior-Legal-Services	17	17		
10	https://co.monroe.mi.us/193/Adult-Day-Services	13	13		
11	https://www.co.monroe.mi.us/200/Senior-Counseling-Services	13	13		
12	https://www.co.monroe.mi.us/199/Resource-Advocacy	11	11		
13	https://www.co.monroe.mi.us/187/Former-Members	6	6		
14	https://www.co.monroe.mi.us/191/Service-Definitions	6	6		
15	https://www.co.monroe.mi.us/182/By-Laws-Policies	5	5		
16	https://www.co.monroe.mi.us/604/Commission-on-Aging	4	4		
17	https://co.monroe.mi.us/180/Commission-on-Aging	2	2		



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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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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.

C) *

Minimum Requirements:

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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.

* Multi-purpose senior centers that choose to transport Monroe County residents 60 years of age and above who live within 5 miles of the center- specifically for the purpose of participating in senior center activities - may bill .5 (one half) of a unit.



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Service Name: Transportation Service

Date Adopted: 5/14/2014

Date Revised: 11/9/2016

Service Definition: The use of wheelchair lift-equipped vehicles to provide transportation.

Unit of Service: One one-way trip

Minimum Requirements:

1. Programs must have a published fee schedule.
2. Transportation providers must comply with local, State and Federal transportation guidelines concerning the use of wheelchairs in lift-equipped vehicles.
3. Service must be provided door-to-door.
4. Programs must have a means of communication on the driver/vehicle at all times.
5. Programs must have a protocol in place for return trip pick-ups.
6. Transportation for skilled nursing home residents or hospital patients that is required to be provided by the facility is not reimbursable with Senior Millage funds.



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Monroe County COA Compliance Verification Evaluation Report

Agency: Milan Seniors for Healthy Living

Program: Senior Center

Date: 7/24/23

The Commission on Aging Compliance Verification Evaluation for this program was completed on July 24, 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 (8) was based on 6% 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, one reported service did not match the supporting documentation:

Finding #1:

Client A was reported for .25 unit of service on 01/07/22 without documentation that verified the service was provided. The result is an unauthorized payment in the amount of \$1.25.

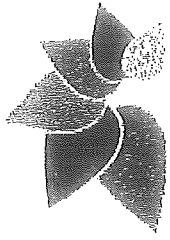
Please submit a written response to this finding within 30 days of the date of this report. Responses to findings must include:

- A plan to address the finding.

OR

- Reason(s) for disputing the finding.

Per COA Policy 15-03: Any findings that result in an unauthorized payment to the agency require re-imbursement to the COA within 30 days of notice.



Milan Seniors for Healthy Living

empowering healthy aging & enhancing quality of life

07/30/2023

MCCOA
965 South Raisinville Rd
Monroe, MI 48161

Compliance Verification Report 2023

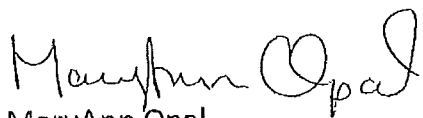
Client: 

Service date: 1/07/2022

We were unable to find this client on any of our information for the service date listed. I believe this to be the result of human error. Our staff is well trained and operate with the utmost integrity.

I am enclosing a check in the amount of \$1.25.

Sincerely,



MaryAnn Opal

Milan Seniors for Healthy Living
Executive Director

216 North Monroe Street
Monroe, MI 48162-2620

136 E Maumee St Suite 11
Adrian MI 49221

(734) 242-1331 Phone

(734) 242-3378 Fax

(517) 264-6821 Phone

LIVE UNITED



United Way of
Monroe / Lenawee
Counties

August 21, 2023

Cheryl Rivard, Chairperson
Jeff McBee, Director
Monroe County Commission On Aging
965 S. Raisinville Rd.
Monroe, MI 48161

Dear Chairperson Rivard & Mr. McBee,

We are writing to request that the United Way of Monroe/Lenawee Counties – Project Ramp program be placed on the agenda for September 13th, 2023, meeting of the Commission on Aging to request additional funding for Home Modification Supplies.

As of this date, the Project Ramp program will have met its current allocation for Home Modification Supplies for the year. We anticipate that we will be able to build an additional 6 ramps through the months of September and October if we are granted an additional \$15,000 for Modification Supplies. These supplies include all lumber, screws, nails, joist hangers, and brackets for ramp construction.

The amount requested for Project Ramp is as follows:
\$15,000 for Modification Supplies

Thank you for your consideration of this request.

Sincerely,

Laura Schultz-Pipis
Executive Director

Collin Keehn
AFL-CIO Community Services Liaison

Our Belief Statement:

The United Way of Monroe/Lenawee Counties believes that every life has equal value and is important to our communities' well-being.

www.unitedwaymlc.org

Proposed Operations Budget for Calendar Year 2023

Provider: United Way of Monroe/Lenawee Counties

Program: Project Ramp

Operations	2022	2023	Difference	Revised 2023	Revised Difference
Advertising					
Central Services/Indirect Cost					
Client Program Supplies					
Client Transportation					
Conference/Training					
Contracted Services					
Direct Financial Assistance					
Dues/Fees/License	\$1,200.00	\$1,200.00			
Duplication/Printing	\$500.00	\$500.00			
Electric	\$675.00	\$675.00			
Employee/Volunteer Expenses					
Equipment Lease/Purchase	\$1,000.00	\$1,000.00			
Equipment Maintenance					
Facility Maintenance Contracts					
Food Purchase					
Fundraising Activities					
Gas (Facility)	\$375.00	\$375.00			
Home Modification Supplies/Equipment	\$35,000.00	\$35,000.00		\$50,000.00	\$15,000.00
Internet	\$350.00	\$350.00			
Janitorial Supplies					
Kitchen Supplies/disposables					
Liability Insurance	\$2,450.00	\$2,450.00			
Newsletter Expense					
Office Equip. Repair & Maint.					
Office Supplies					
Postage	\$50.00	\$50.00			
Rent	\$6,000.00	\$6,000.00			
Staff travel	\$2,250.00	\$2,250.00			
Subscriptions/Manuals					
Telephone	\$350.00	\$350.00			
Trash/Lawn/Snow Care	\$625.00	\$625.00			
Vehicle Gas and Oil					
Vehicle Insurance	\$1,102.00	\$1,102.00			
Vehicle Lease/Purchase					
Vehicle Maintenance	\$500.00	\$500.00			
Volunteer Insurance					
Volunteer Meal Reimbursement	\$1,500.00	\$1,500.00			
Volunteer Recognition	\$1,000.00	\$1,000.00			
Volunteer Transport/Stipend Reimburse.					
Water	\$400.00	\$400.00			
Total Operations	\$55,327.00	\$55,327.00		\$70,327.00	\$15,000.00

Proposed Annual Wages/Benefits Budget for Calendar Year 2023

Provider: United Way of Monroe/Lenawee Counties

Program: Project Ramp

Positions	2022	2023	Difference	Revised 2023	Revised Difference
AFL-CIO Community Services Liaison	\$31,246.32	\$33,746.02	\$2,499.70		
Executive Director	\$8,678.75	\$8,939.11	\$260.36		
Operations Director	\$5,760.71	\$5,933.53	\$172.82		
Carpenter	\$12,918.02	\$12,918.02			
Carpenter	\$12,918.02	\$12,918.02			
Carpenter	\$12,918.02	\$12,918.02			
Total Wages & Benefits	\$84,439.84	\$87,372.72	\$2,932.88	\$87,372.72	
Total Budget	\$139,766.84	\$142,699.72	\$2,932.88	\$157,699.72	\$15,000.00

Revenue Sources for Calendar Year 2023

Provider: United Way of Monroe/Lenawee Counties

Program: Project Ramp

Revenue Sources	2022	2023	Difference	Revised 2023	Revised Difference
Area Agency on Aging 1-B					
Client Cost Share					
Commission on Aging (COA)	\$122,381.05	\$122,381.05		\$137,381.05	\$15,000.00
Commodities Supplemental Food Prog					
Community Mental Health					
Community Service Block Grant					
Corporate Sponsorship					
Corporation National & Community Serv.					
Department of Agriculture					
Department of Human Services					
Donations					
Dues					
Emergency Food Assistance Program					
Employee Ins. Cost share					
Fares					
Federal Section 5311					
Funds Raised					
Hope Network					
Office of Services to the Aging					
Private Pay					
Public Act 51					
SMART					
United Way	\$22,385.79	\$22,385.79			
Units of Government					
Van Fees					
Enter other funding source below					
Total Revenue	\$144,766.84	\$144,766.84		\$159,766.84	\$15,000.00
In-kind Description:				In-Kind Amount:	