



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

Jason Berry
Director

Donald Spencer
Chair

Martin Kaufman
Vice-Chair

Mary Ann
Wertenberger
Secretary

Mary Gantz

Madonna Burkit

Cynthia McIlvain

Wayne Meehan

Paul Simonton

**Monroe County Commission on Aging
Regular Board Meeting
February 12, 2025
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: RSVP (Beth Berlin)
8. Consent Agenda
 - A. Approval of Minutes of January 8, 2025 Regular Meeting
 - B. Strategic Planning Committee Notes of February 6, 2025
 - C. Finance Reports
 - D. Correspondence- None
 - E. Formal Agency Reports- None
9. Director's Report
10. Old Business
 - A. MCOP Opportunity Center (Stephanie Kasprzak)
 - a. Revised Budget/Cost Share/Membership
 - B. COA Providers Directors
 - a. Progress Report on Older Adult Needs Assessment (Sandie Peirce)
11. New Business
 - A. 2026 Commission on Aging applications: budget revision (Jason Berry)
 - B. Commission on Aging additional funds request document (Jason Berry)
12. Public Comment
13. Commission Members' Comments
14. Adjournment

The next Regular Board meeting will be on Wednesday, March 12, 2025, 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

January 8, 2025

Commission on Aging Conference Room

Don Spencer called the meeting to order at 1:00 p.m.

Members present Don Spencer, Martin Kaufman, Madonna Burkit,
Mary Ann Wertenberger, Paul Simonton,
Cynthia McIlvain, Wayne Meehan, Mary Gantz

Members excused: Larry Gramlich

Pledge of Allegiance

Silent Prayer

Review of Organizational Meeting Procedures – Jason Berry, Director

Election of Chairperson: Don Spencer

Roll Call Vote Taken

Martin Kaufman - Yes

Mary Gantz - Yes

Wayne Meehan - Yes

Don Spencer - Yes

Mary Ann Wertenberger - Yes

Cynthia McIlvain - Yes

Madonna Burkit - Yes

Paul Simonton – Yes

Motion Carried: Yes

Election of Vice Chairperson: Martin Kaufman

Roll Call Vote Taken

Martin Kaufman - Yes

Mary Gantz - Yes

Wayne Meehan - Yes

Don Spencer - Yes

Mary Ann Wertenberger - Yes

Cynthia McIlvain - Yes

Madonna Burkit - Yes

Paul Simonton – Yes

Motion Carried: Yes

Election of Secretary: Mary Ann Wertenberger

Roll Call Vote Taken

Martin Kaufman - Yes

Mary Gantz - Yes

Wayne Meehan - Yes

Don Spencer - Yes

Mary Ann Wertenberger - Yes

Cynthia McIlvain - Yes



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Paul Simonton

Madonna Burkit - Yes

Paul Simonton – Yes

Motion Carried: Yes

Approval of the Agenda:

Motion to approve the January 8, 2025 Regular Board Meeting Agenda as presented.

Motion by: Wayne Meehan **Supported by:** Cynthia McIlvain
Motion carried.

Public Comment: Beth Berlin, Program Director - RSVP of Monroe County

New Senior Source and Family Guides 2025-2026 were distributed.

Sandie Pierce, Executive Director - Monroe Center for Healthy Living

Summary Requests to Commission on Aging sheets were distributed.

Special Presentations: None

Consent Agenda:

- A. Approval of the Minutes of the December 11, 2024 Regular Meeting.
- B. Strategic Planning Committee notes of January 2, 2025.
- C. Finance Reports
- D. Correspondence – None.
- E. Formal Agency Reports – None

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

Directors' Report:

Jason Berry reported the following:

➤ Common Measures Report

The December 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 categories most visited. During December 2024 there were 564 total views. Transportation was the most viewed at 150.



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➤ Waitlist/Service Not Provided Summary

Mr. Berry reported that from November 25, 2024, through December 25, 2024, there was 1 ramp built. There are 30 seniors are on the Project Ramp waitlist.

Old Business: None.

New Business

A. Monroe Center for Healthy Living Agency: Sandie Pierce

- a. Revised 2025 Budget: Line Item transfer, (No cost increase) 103,000 units, at a rate of \$4.50, totaling \$463,500.00.

Motion to approve: Mary Ann Wertenberger **Supported by:** Mary Gantz

Roll Call Vote Taken

Martin Kaufman - Yes

Cynthia McIlvain - Yes

Wayne Meehan - Yes

Don Spencer - Yes

Mary Ann Wertenberger - Yes

Mary Gantz - *Excused*

Madonna Burkit - Yes

Paul Simonton - Yes

Motion Carried.

B. RSVP: Beth Berlin/Sandie Pierce

- a. Revised 2025 Budget: Line item transfer \$4,698.00, and cost increase \$8,460.00, totaling \$13,158.00.

Motion tabled upon request for additional documentation.

- b. Revised 2025 Budget: Unit rate adjustment, 57,000 units at a rate of \$1.63, totaling \$93,000.00

Motion to approve unit rate increase: Paul Simonton

Supported by: Martin Kaufman

Roll Call Vote Taken

Martin Kaufman - Yes

Cynthia McIlvain - Yes

Wayne Meehan - Yes

Don Spencer - Yes

Mary Ann Wertenberger - Yes

Mary Gantz - *Excused*

Madonna Burkit - Yes

Paul Simonton - Yes

Motion Carried:



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C. MCOP Opportunity Center: Stephanie Kasprzak

- a. Revised Budget/Cost Share Membership – 13,000 units at a rate of \$9.00 per unit equaling \$117,000.00

Motion tabled upon request for additional information.

Commission Members Comments:

Paul Simonton: Welcome Madonna Burkit.

Cynthia McIlvain: Happy New Year

Adjournment:

Motion by: Wayne Meehan

Supported by: Cynthia McIlvain

Motion Carried.

The meeting was adjourned at 2:31 p.m.

The next Regular Board meeting takes place on Wednesday,
February 12, 2025 at 1:00 p.m. at the Monroe County Commission on Aging,
965 South Raisinville Road, Monroe, MI 48161.

Ramona Hall, Recording Secretary



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Commission on Aging Strategic Planning Committee Notes February 6, 2025 2p.m. Commission on Aging Office

1. COA Provider Directors

a. Progress Report on Older Adult Needs Assessment

Recommendation: The Strategic Planning Committee recommends the full COA board not endorse a survey and the COA staff not participate in a monthly press release. Additionally, it is advised by the committee that a COA provider request the funds from the COA board for the printed material and engage in the distribution of the documents.

2. MCOP Opportunity Center

a. 2025 membership fee, cost share for meals, and revenue diversification

Recommendation: The Strategic Planning Committee recommends approving the 2025 revised budget which includes the membership fee, cost share for meals, and revenue diversification.

3. 2026 Commission on Aging applications: budget revision

Recommendation: The Strategic Planning Committee recommends approving the updates to the budget of the 2026 funding application.

4. Commission on Aging additional funds request document

Recommendation: The Strategic Planning Committee recommends approving the **Additional Funding Request** documentation.

REVEN

Revenue Report

25/JAN

280 SENIOR CITIZENS FUND

Account #	Description	Amended Budget	MTD Receipts	YTD Receipts	Balance	% Coll
89800 FUND BALANCE CARRYFORWARD						
280-89800-695001	FUND BALANCE CARRYFORWARD-REV	-348,203.00	0.00	0.00	-348,203.00	0.00
TOTAL FUND BALANCE CARRYFORWARD						
97000 SPECIAL EXP/REV-OTHER AGENCIES						
280-97000-402000	CURRENT PROPERTY TAXES	-3,899,708.00	-1,445,725.81	-1,445,725.81	-2,453,982.19	37.07
280-97000-415000	PRIOR YEAR TAX ADJUSTMENTS	27,077.00	135.59	135.59	26,941.41	0.50
280-97000-420000	DELINQUENT PERSONAL PROP TAXES	-3,500.00	-46.92	-46.92	-3,453.08	1.34
280-97000-434020	OTH TAXES-PYMT IN LIEU OF TAX	-7,500.00	0.00	0.00	-7,500.00	0.00
280-97000-437000	INDUSTRIAL FACILITY TAX	-15,827.00	0.00	0.00	-15,827.00	0.00
280-97000-445000	TAXES-PENALTIES & INT ON TAXES	-250.00	0.00	0.00	-250.00	0.00
280-97000-573000	LOC COMM STABILIZATION SHARE	-175,000.00	0.00	0.00	-175,000.00	0.00
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	0.00	-2,000.00	0.00
280-97000-676070	SPECIAL REVENUE-REIMBURSEMENT	-1,000.00	0.00	0.00	-1,000.00	0.00
280-97000-677000	OTHER REVENUE-MISCELLANEOUS	0.00	-17,512.60	-17,512.60	17,512.60	0.00
280-97000-687030	REBATES-PRESCRIPTION	0.00	0.00	0.00	0.00	0.00
TOTAL SPECIAL EXP/REV-OTHER AGENCIES						
99999 FUND LEVEL		-4,077,708.00	-1,463,149.74	-1,463,149.74	-2,614,558.26	35.88
280-99999-688000 DEFAULT DISCOUNT						
TOTAL FUND LEVEL						
TOTAL 280 SENIOR CITIZENS FUND						
		-4,425,911.00	-1,463,149.74	-1,463,149.74	-2,962,761.26	33.06

101 GENERAL FUND

Account #	Description	Amended Budget	Committed	Encumbered	MTD Expenditures	YTD Expenditures	Balance	\$ Exp
67200	COMMISSION ON AGING							
101-67200-705000	SALARIES AND WAGES	106,702.00	0.00	0.00	11,322.58	11,322.58	95,379.42	10.61
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	0.00	0.00	6,000.00	0.00
101-67200-715000	SOCIAL SECURITY	8,622.00	0.00	0.00	798.02	798.02	7,823.98	9.26
101-67200-716000	EMPLOYERS-RETIREMENT	20,744.00	0.00	0.00	2,333.70	2,333.70	18,410.30	11.25
101-67200-716001	DC RETIREMENT	3,804.00	0.00	0.00	405.43	405.43	3,398.57	10.66
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	3,095.00	0.00	0.00	339.66	339.66	2,755.34	10.97
101-67200-717000	UNEMPLOYMENT INSURANCE	110.00	0.00	0.00	11.32	11.32	98.68	10.29
101-67200-718000	WORKERS COMPENSATION I	77.00	0.00	0.00	7.93	7.93	69.07	10.30
101-67200-719000	HEALTH INSURANCE	17,874.00	0.00	0.00	2,062.32	2,062.32	15,811.68	11.54
101-67200-720000	LIFE INSURANCE	125.00	0.00	0.00	14.31	14.31	110.69	11.45
101-67200-721000	OPTICAL INSURANCE	153.00	0.00	0.00	17.58	17.58	135.42	11.49
101-67200-722000	DENTAL INSURANCE	882.00	0.00	0.00	110.91	110.91	771.09	12.57
101-67200-723000	DISABILITY INSURANCE	695.00	0.00	0.00	76.30	76.30	618.70	10.98
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	1,755.00	0.00	0.00	0.00	0.00	1,755.00	0.00
101-67200-728000	PRINTING AND IMAGING	1,600.00	0.00	0.00	0.00	0.00	1,600.00	0.00
101-67200-730000	POSTAGE AND MAILING FE	1,500.00	0.00	0.00	0.00	0.00	1,500.00	0.00
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	0.00	3,250.00	0.00
101-67200-814015	SOFTWARE LICENSE FEE	25,651.00	0.00	0.00	20,118.00	20,118.00	5,533.00	78.43
101-67200-814016	PAYROLL SERVICES	1,380.00	0.00	0.00	59.11	59.11	1,320.89	4.28
101-67200-818020	REFUSE HAULING & JANIT	0.00	0.00	0.00	6.33	6.33	-6.33	0.00
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	375.00	0.00	0.00	75.00	75.00	300.00	20.00
101-67200-851000	TELEPHONE	675.00	0.00	0.00	0.00	0.00	675.00	0.00
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	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	1,753.00	0.00	0.00	192.37	192.37	1,560.63	10.97
101-67200-921000	ELECTRICITY	1,652.00	0.00	0.00	160.03	160.03	1,491.97	9.69
101-67200-922000	WATER AND SEWAGE	1,193.00	0.00	0.00	9.52	9.52	1,183.48	4.93
101-67200-923000	HEATING FUEL	550.00	0.00	0.00	91.29	91.29	458.71	16.60
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	1,585.00	0.00	0.00	414.73	414.73	1,170.27	26.17
101-67200-963000	CENTRAL SERVICES/INDIR	15,854.00	0.00	0.00	0.00	0.00	15,854.00	0.00
101-67200-975000	C.O.-BUILDING IMPROVEM	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-67200-975300	C.O.-BUILDINGS AND GRO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-67200-980375	C.O.-COMPUTER SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL COMMISSION ON AGING	231,006.00	0.00	0.00	38,626.44	38,626.44	192,379.56	16.72

APPR

Appropriation Report

25/JAN

280 SENIOR CITIZENS FUND

Account #	Description	Amended Budget	Committed	Encumbered	MTD Expenditures	YTD Expenditures	Balance	% Exp
89000 CONTINGENCIES								
280-89000-969002	CONTINGENCY	52,786.00	0.00	0.00	0.00	0.00	52,786.00	0.00
TOTAL CONTINGENCIES		52,786.00	0.00	0.00	0.00	0.00	52,786.00	0.00
280-89800-969501	FUND BALANCE CARRYFORW	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FUND BALANCE CARRYFORW		0.00	0.00	0.00	0.00	0.00	0.00	0.00
97000 SPECIAL EXP/REV-OTHER AGENCIES								
280-97000-963000	CENTRAL SERVICES/INDIR	35,517.00	0.00	0.00	0.00	0.00	35,517.00	0.00
280-97000-963015	ASH SENIOR CITIZENS CE	24,330.00	0.00	0.00	0.00	0.00	24,330.00	0.00
280-97000-965020	RETIRED SENIOR VOLUNTE	93,000.00	0.00	0.00	0.00	0.00	93,000.00	0.00
280-97000-965025	AREA AGENCY ON AGING 1	14,020.00	0.00	0.00	0.00	0.00	14,020.00	0.00
280-97000-965031	BEDFORD TRANSPORTATION	59,645.00	0.00	0.00	0.00	0.00	59,645.00	0.00
280-97000-965035	BEDFORD SENIOR CITIZEN	274,500.00	0.00	0.00	0.00	0.00	274,500.00	0.00
280-97000-965041	BEDFORD VET CENTER FAN	4,950.00	0.00	0.00	0.00	0.00	4,950.00	0.00
280-97000-965045	BERLIN SENIOR CITIZEN	57,353.00	0.00	0.00	0.00	0.00	57,353.00	0.00
280-97000-965065	DUNDEE SENIOR CITIZEN	265,200.00	0.00	0.00	0.00	0.00	265,200.00	0.00
280-97000-965071	EMERGENCY NEEDS	10,000.00	0.00	0.00	0.00	0.00	10,000.00	0.00
280-97000-965075	FRENCHTOWN SR CITIZEN	381,522.00	0.00	0.00	0.00	0.00	381,522.00	0.00
280-97000-965085	LAKE ERIE TRANSIT	243,100.00	0.00	0.00	0.00	0.00	243,100.00	0.00
280-97000-965088	THE OPPORTUNITY CENTER	117,000.00	0.00	0.00	0.00	0.00	117,000.00	0.00
280-97000-965091	SENIOR LEGAL SERVICES	270,614.00	0.00	0.00	0.00	0.00	270,614.00	0.00
280-97000-965097	CHOICES COUNSELING SOL	10,050.00	0.00	0.00	0.00	0.00	10,050.00	0.00
280-97000-965105	M.C.O.P. HOME CARE SER	148,000.00	0.00	0.00	0.00	0.00	148,000.00	0.00
280-97000-965106	RAMP PROGRAM	167,955.00	0.00	0.00	0.00	0.00	167,955.00	0.00
280-97000-965115	M.C.O.P. HOME CHORE	103,200.00	0.00	0.00	0.00	0.00	103,200.00	0.00
280-97000-965121	M.C.O.P. SPEC TRANSPOR	148,000.00	0.00	0.00	0.00	0.00	148,000.00	0.00
280-97000-965122	M.C.O.P. HOME INJURY C	6,500.00	0.00	0.00	0.00	0.00	6,500.00	0.00
280-97000-965123	M.C.O.P. FOOD DISTRIBU	164,406.00	0.00	0.00	0.00	0.00	164,406.00	0.00
280-97000-965125	M.C.O.P. RESOURCE ADVO	176,700.00	0.00	0.00	0.00	0.00	176,700.00	0.00
280-97000-965135	LIFE NUTRITION PROGRAM	596,204.00	0.00	0.00	0.00	0.00	596,204.00	0.00
280-97000-965141	ALZHEIMER PROGRAM	38,400.00	0.00	0.00	0.00	0.00	38,400.00	0.00
280-97000-965165	MONROE SENIOR CITIZEN	463,500.00	0.00	0.00	0.00	0.00	463,500.00	0.00
280-97000-965201	MILAN SENIOR MEALS ON	20,900.00	0.00	0.00	0.00	0.00	20,900.00	0.00
280-97000-965205	EMERGENCY FUEL	15,000.00	0.00	0.00	0.00	0.00	15,000.00	0.00
280-97000-965215	MILAN SENIOR CENTER	51,000.00	0.00	0.00	0.00	0.00	51,000.00	0.00
280-97000-965216	MILAN SENIOR TRANSIT	24,000.00	0.00	0.00	0.00	0.00	24,000.00	0.00
280-97000-965220	MILAN SENIOR RESOURCE	21,840.00	0.00	0.00	0.00	0.00	21,840.00	0.00
280-97000-965225	ADULT DAY CARE SERVICE	86,980.00	0.00	0.00	0.00	0.00	86,980.00	0.00
280-97000-965340	YMCA CANCER SURVIVOR	6,048.00	0.00	0.00	0.00	0.00	6,048.00	0.00
280-97000-965380	YMCA	39,685.00	0.00	0.00	0.00	0.00	39,685.00	0.00
280-97000-965390	MCOP VOLUNTEER CAREGIV	3,000.00	0.00	0.00	0.00	0.00	3,000.00	0.00
TOTAL SPECIAL EXP/REV-OTHER		4,142,119.00	0.00	0.00	0.00	0.00	4,142,119.00	0.00
97500 SPECIAL APPROP TO OTHER FUNDS								
280-97500-999101	TRANSFER OUT - GENERAL	231,006.00	0.00	0.00	0.00	0.00	231,006.00	0.00
TOTAL SPECIAL APPROP TO OTHE		231,006.00	0.00	0.00	0.00	0.00	231,006.00	0.00
TOTAL 280 SENIOR CITIZENS FUND								
		4,425,911.00	0.00	0.00	0.00	0.00	4,425,911.00	0.00

COA Director's Report Items (2/12/25)

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 95% - 100%)

As of: December

Provider/Program	Cumulative Units	Unit Maximum	Percentage
Ash Senior Citizens	3,263.00	2,553.00	128%
Bedford Senior Community Center	59,996.75	45,000.00	133%
Bedford Twp. Veterans Center Pantry	5,513.94	1,320.00	418%
Bedford Twp. Veterans Center Van	18.00	250.00	7%
Berlin Township Senior Citizens Group	2,883.00	4,940.00	58%
Choices Counseling Solutions	138.25	140.00	99%
Dundee Area Senior Citizens Center	45,299.25	39,250.00	115%
Frenchtown Senior Citizens Center	63,560.75	42,000.00	151%
Health Van	2,802.00	2,500.00	112%
Lake Erie Transportation Commission	11,780.00	13,000.00	91%
Living Independence for Everyone	148,531.00	145,000.00	102%
MCOP-Food Assistance Program	512,820.00	425,000.00	121%
MCOP-Home Care	7,392.75	8,000.00	92%
MCOP-Home Chore	5,725.50	4,300.00	133%
MCOP-Home Injury Control	14,720.81	6,500.00	226%
MCOP-Opportunity Center at ALCC	18632.00	11,780.00	158%
MCOP-Resource Advocacy	9,342.75	9,500.00	98%
MCOP-Specialized Transportation	5,735.00	7,789.00	74%
MCOP-Unmet Emergency Needs	14,100.00	14,100.00	100%
MCOP-Utility Assistance Program	15,000.00	15,000.00	100%
MCOP-Volunteer Caregiver Program	109.00	375.00	29%
Memory Lane Care Services	679.00	660.00	103%
Milan Seniors for Healthy Living	10,070.50	8,000.00	126%
Milan Seniors Meals on Wheels	2,824.00	4,600.00	61%
Milan Seniors Transportation	1,359.00	950.00	143%
Milan Aging in Action - Resource	663.00	750.00	88%
Monroe County Senior Legal Services	2,975.80	2,600.00	114%
Monroe Family YMCA Cancer Survivorship	96.00	96.00	100%
Monroe Family YMCA Enhanced Fitness	918.61	918.00	100%
Monroe Senior Citizens Center	101,674.50	100,000.00	102%
RSVP	58,752.40	60,000.00	98%
United Way Project Ramp of MC	111,244.23	122,500.00	91%

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

(Goal is to be at least 95%)

As of: December

Provider/Program	Cumulative Unduplicated Clients	Anticipated Clients Served	Percentage
Ash Senior Citizens	99	120	83%
Bedford Senior Community Center	1,113	1,200	93%
Bedford Twp. Veterans Center Pantry	35	37	95%
Bedford Twp. Veterans Center Van	6	21	29%
Berlin Township Senior Citizens Group	114	130	88%
Choices Counseling Solutions	21	8	263%
Dundee Area Senior Citizens Center	562	425	132%
Frenchtown Senior Citizens Center	1,591	1,150	138%
Health Van	162	175	93%
Lake Erie Transportation Commission	476	750	63%
Living Independence for Everyone	1,076	1,200	90%
MCOP-Food Assistance Program	1,698	1,400	121%
MCOP-Home Care	141	155	91%
MCOP-Home Chore	413	430	96%
MCOP-Home Injury Control	160	90	178%
MCOP-Opportunity Center at ALCC	84	300	28%
MCOP-Resource Advocacy	1,818	1,800	101%
MCOP-Specialized Transportation	202	210	96%
MCOP-Unmet Emergency Needs	22	19	116%
MCOP-Utility Assistance Program	31	41	76%
MCOP-Volunteer Caregiver Program	3	8	38%
Memory Lane Care Services	16	20	80%
Milan Seniors for Healthy Living	176	250	70%
Milan Seniors Meals on Wheels	53	40	133%
Milan Seniors Transportation	28	30	93%
Milan Aging in Action - Resource	103	175	59%
Monroe County Senior Legal Services	1,096	1,000	110%
Monroe Family YMCA Cancer Survivorship	8	12	67%
Monroe Family YMCA Enhanced Fitness	222	200	111%
Monroe Senior Citizens Center	1,527	1,650	93%
RSVP	306	330	93%
United Way Project Ramp of MC	21	20	105%

Table C.**Actual Expenditures vs. Total Budget**

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

As of: December

Provider/Program	Actual Expenditures	Total Budget	Percentage
Ash Senior Citizens	\$49,456.82	\$39,925.00	124%
Bedford Senior Community Center	\$471,197.68	\$431,223.00	109%
Bedford Twp. Veterans Center Pantry	\$8,284.32	\$4,396.00	188%
Bedford Twp. Veterans Center Van	\$6,381.68	\$13,250.00	48%
Berlin Township Senior Citizens Group	\$39,482.55	\$71,046.00	56%
Choices Counseling Solutions	\$87,372.16	\$209,248.20	42%
Dundee Area Senior Citizens Center	\$430,441.83	\$384,555.00	112%
Frenchtown Senior Citizens Center	\$489,778.00	\$398,499.00	123%
Health Van	\$238,690.30	\$298,489.00	80%
Lake Erie Transportation Commission	\$819,281.00	\$859,787.00	95%
Living Independence for Everyone	\$1,546,578.09	\$1,416,941.00	109%
MCOP-Food Assistance Program	\$388,593.22	\$281,194.00	138%
MCOP-Home Care	\$325,702.77	\$376,239.00	87%
MCOP-Home Chore	\$247,461.91	\$221,078.00	112%
MCOP-Home Injury Control	\$23,544.29	\$22,990.00	102%
MCOP-Opportunity Center at ALCC	\$142,088.97	\$108,295.00	131%
MCOP-Resource Advocacy	\$243,348.67	\$249,886.00	97%
MCOP-Specialized Transportation	\$394,733.22	\$484,441.00	81%
MCOP-Unmet Emergency Needs	\$16,384.92	\$16,385.00	100%
MCOP-Utility Assistance Program	\$32,877.65	\$31,035.00	106%
MCOP-Volunteer Caregiver Program	\$19,817.61	\$21,808.00	91%
Memory Lane Care Services	\$91,412.00	\$84,875.00	108%
Milan Seniors for Healthy Living	\$80,669.83	\$86,458.00	93%
Milan Seniors Meals on Wheels	\$104,007.19	\$87,816.00	118%
Milan Seniors Transportation	\$121,048.35	\$110,913.00	109%
Milan Aging in Action - Resource	\$13,140.49	\$126,666.00	10%
Monroe County Senior Legal Services	\$347,424.82	\$359,060.00	97%
Monroe Family YMCA Cancer Survivorship	\$8,170.00	\$13,260.00	62%
Monroe Family YMCA Enhanced Fitness	\$45,451.62	\$41,469.00	110%
Monroe Senior Citizens Center	\$774,935.61	\$710,492.00	109%
RSVP	\$167,254.26	\$177,442.00	94%
United Way Project Ramp of MC	\$111,189.23	\$122,500.00	91%

Table D.

Total Cost Per Unduplicated Client (Year to Date)

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

As of: December

Provider/Program	Actual Expenses	Y-T-D Unduplicated Clients Served	Cost Per Unduplicated Client	Total Budget	Anticipated Clients Served	Unduplicated Cost Goal	Percent
Ash Senior Citizens	\$49,456.82	99	\$499.56	\$39,925.00	120	\$332.71	150%
Bedford Senior Community Ce	\$471,197.68	1,113	\$423.36	\$431,223.00	1,200	\$359.35	118%
Bedford Twp. Veterans Cente	\$8,284.32	35	\$236.69	\$4,396.00	37	\$118.81	199%
Bedford Twp. Veterans Center	\$6,381.68	6	\$1,063.61	\$13,250.00	21	\$630.95	169%
Berlin Township Senior Citizen	\$39,482.55	114	\$346.34	\$71,046.00	130	\$546.51	63%
Choices Counseling Solutions	\$87,372.16	21	\$4,160.58	\$209,248.20	8	\$26,156.03	16%
Dundee Area Senior Citizens C	\$430,441.83	562	\$765.91	\$384,555.00	425	\$904.84	85%
Frenchtown Senior Citizens Ce	\$489,778.00	1,591	\$307.84	\$398,499.00	1,150	\$346.52	89%
Health Van	\$238,690.30	162	\$1,473.40	\$298,489.00	175	\$1,705.65	86%
Lake Erie Transportation Com	\$819,281.00	476	\$1,721.18	\$859,787.00	750	\$1,146.38	150%
Living Independence for Every	\$1,546,578.09	1,076	\$1,437.34	\$1,416,941.00	1,200	\$1,180.78	122%
MCOP-Food Assistance Progra	\$388,593.22	1,698	\$228.85	\$281,194.00	1,400	\$200.85	114%
MCOP-Home Care	\$325,702.77	141	\$2,309.95	\$376,239.00	155	\$2,427.35	95%
MCOP-Home Chore	\$247,461.91	413	\$599.18	\$221,078.00	430	\$514.13	117%
MCOP-Home Injury Control	\$23,544.29	160	\$147.15	\$22,990.00	90	\$255.44	58%
MCOP-Opportunity Center at	\$142,088.97	84	\$1,691.54	\$108,295.00	300	\$360.98	469%
MCOP-Resource Advocacy	\$243,348.67	1,818	#REF!	\$249,886.00	1,800	\$138.83	#REF!
MCOP-Specialized Transporta	\$394,733.22	202	\$1,954.12	\$484,441.00	210	\$2,306.86	85%
MCOP-Unmet Emergency Nee	\$16,384.92	22	\$744.77	\$16,385.00	19	\$862.37	86%
MCOP-Utility Assistance Progr	\$32,877.65	31	\$1,060.57	\$31,035.00	41	\$756.95	140%
MCOP-Volunteer Caregiver Pr	\$19,817.61	3	\$6,605.87	\$21,808.00	8	\$2,726.00	242%
Memory Lane Care Services	\$91,412.00	16	\$5,713.25	\$84,875.00	20	\$4,243.75	135%
Milan Seniors for Healthy Livin	\$80,669.83	176	\$458.35	\$86,458.00	250	\$345.83	133%
Milan Seniors Meals on Whee	\$104,007.19	53	\$1,962.40	\$87,816.00	40	\$2,195.40	89%
Milan Seniors Transportation	\$121,048.35	28	\$4,323.16	\$110,913.00	30	\$3,697.10	117%
Milan Aging in Action - Resour	\$13,140.49	103	\$127.58	\$126,666.00	175	\$723.81	18%
Monroe County Senior Legal S	\$347,424.82	1,096	\$316.99	\$359,060.00	1,000	\$359.06	88%
Monroe Family YMCA Cancer	\$8,170.00	8	\$1,021.25	\$13,260.00	12	\$1,105.00	92%
Monroe Family YMCA Enhanc	\$45,451.62	222	\$204.74	\$41,469.00	200	\$207.35	99%
Monroe Senior Citizens Cente	\$774,935.61	1,527	\$507.49	\$710,492.00	1,650	\$430.60	118%
RSVP	\$167,254.26	306	\$546.58	\$177,442.00	330	\$537.70	102%
United Way Project Ramp of N	\$111,189.23	21	\$5,294.73	\$122,500.00	20	\$6,125.00	86%

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

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

As of: December

Provider/Program	Actual Revenue	Total Budget	Percentage
Ash Senior Citizens	\$54,281.44	\$39,925.00	136%
Bedford Senior Community Center	\$456,418.03	\$431,223.00	106%
Bedford Twp. Veterans Center Pantry	\$10,627.35	\$4,396.00	242%
Bedford Twp. Veterans Center Van	\$1,680.00	\$13,250.00	13%
Berlin Township Senior Citizens Group	\$42,033.15	\$71,046.00	59%
Choices Counseling Solutions	\$13,537.50	\$209,248.20	6%
Dundee Area Senior Citizens Center	\$514,431.60	\$384,555.00	134%
Frenchtown Senior Citizens Center	\$525,556.00	\$398,499.00	132%
Health Van	\$254,869.00	\$298,489.00	85%
Lake Erie Transportation Commission	\$528,497.16	\$859,787.00	61%
Living Independence for Everyone	\$1,532,229.94	\$1,416,941.00	108%
MCOP-Food Assistance Program	\$397,610.22	\$281,194.00	141%
MCOP-Home Care	\$307,786.17	\$376,239.00	82%
MCOP-Home Chore	\$225,327.43	\$221,078.00	102%
MCOP-Home Injury Control	\$22,509.23	\$22,990.00	98%
MCOP-Opportunity Center at ALCC	\$161,488.00	\$108,295.00	149%
MCOP-Resource Advocacy	\$245,731.64	\$249,886.00	98%
MCOP-Specialized Transportation	\$322,396.33	\$484,441.00	67%
MCOP-Unmet Emergency Needs	\$18,834.06	\$16,385.00	115%
MCOP-Utility Assistance Program	\$35,740.95	\$31,035.00	115%
MCOP-Volunteer Caregiver Program	\$16,912.00	\$21,808.00	78%
Memory Lane Care Services	\$118,885.15	\$84,875.00	140%
Milan Seniors for Healthy Living	\$143,126.52	\$86,458.00	166%
Milan Seniors Meals on Wheels	\$84,847.11	\$87,816.00	97%
Milan Seniors Transportation	\$196,668.27	\$110,913.00	177%
Milan Aging in Action - Resource	\$90,470.04	\$126,666.00	71%
Monroe County Senior Legal Services	\$347,823.30	\$359,060.00	97%
Monroe Family YMCA Cancer Survivorship	\$12,010.00	\$13,260.00	91%
Monroe Family YMCA Enhanced Fitness	\$38,881.79	\$41,469.00	94%
Monroe Senior Citizens Center	\$789,648.21	\$710,492.00	111%
RSVP	\$165,905.27	\$177,442.00	93%
United Way Project Ramp of MC	\$142,689.43	\$122,500.00	116%

Number of Commission on Aging Page Views

	Total Views
	761
https://www.co.monroe.mi.us/180/Commission-on-Aging	190
https://www.co.monroe.mi.us/204/Transportation-Services	189
https://www.co.monroe.mi.us/195/In-Home-Services	87
https://www.co.monroe.mi.us/194/Health-Nutrition-Services	70
https://www.co.monroe.mi.us/205/Volunteer-Services	48
https://www.co.monroe.mi.us/192/Services	45
https://www.co.monroe.mi.us/193/Adult-Day-Services	35
https://www.co.monroe.mi.us/201/Senior-Groups	29
https://www.co.monroe.mi.us/199/Resource-Advocacy	15
https://www.co.monroe.mi.us/200/Senior-Counseling-Services	11
https://www.co.monroe.mi.us/182/By-Laws-Policies	10
https://www.co.monroe.mi.us/197/Multi-Purpose-Senior-Centers	10
https://www.co.monroe.mi.us/187/Former-Members	9
https://www.co.monroe.mi.us/191/Service-Definitions	7
https://www.co.monroe.mi.us/203/Senior-Legal-Services	6
Grand total	1522



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

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mccoa@monroemi.org

Jason Berry
Director

Donald Spencer
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Martin Kaufman
Vice-Chair

Mary Ann
Wertenberger
Secretary

Mary Gantz

Larry Gramlich

Cynthia McIlvain

Wayne Meehan

Paul Simonton

Madonna Burkit

To: Commission on Aging Board Members

From: Jason Berry

Date: February 12, 2025

RE: Waitlist/Requested Service Not Provided- December/November 2025

The following is a summary of all reported seniors placed or remaining on a waitlist and seniors requesting service that was not provided from December 25th of 2025 through January 25th of 2025: 34 Senior Citizens

United Way Project Ramp

At the time of last report, there was no ramp built and there were 34 Monroe County Senior citizens awaiting a ramp.

The Opportunity Center @ ALCC

Senior Activities

Added revenue categories as requested by Commission on Aging:

Membership

Cost Sharing

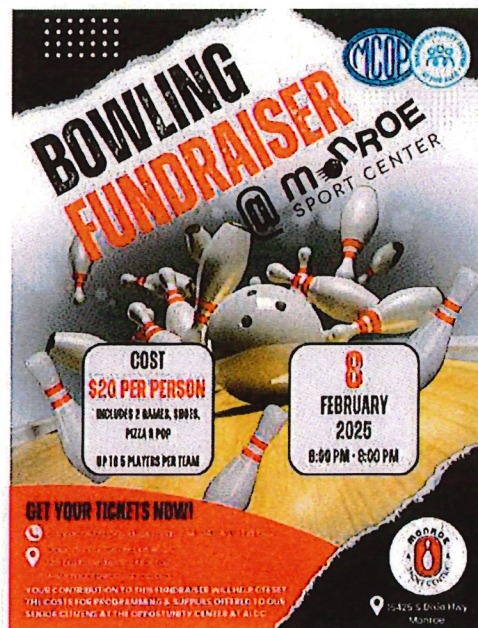
Grants

Fundraisers



Plan for implementation in 2025 (These will begin 1/6/25):

- A **membership fee** will begin in January of 2025. The membership will cost **\$10 a year**.
- **Cost sharing** will be implemented for all programs (including food). The suggested cost share amount will be **\$2**.
- A number of **grants** will be applied for to supplement the cost of senior activities. These include:
 - Community Foundation of Monroe County: Chair yoga, lifestyle medicine
 - Promoting Active Communities: Walking program, lifestyle medicine, fitness class
 - Michigan Fitness Foundation: Wellness workshops
 - We will seek additional grants throughout the year as well
- The Center will host several **fundraisers** throughout the year to support our senior activities. The first one is planned for Saturday, February 8th – it is a bowling fundraiser at Monroe Sports Center from 6-9 pm - \$20 for 2 games of bowling, pizza, and shoes. We're also planning a dinner fundraiser and other ideas we'll inform you of throughout the year.



Proposed Operations Budget for Calendar Year 2025

Provider: Monroe County Opportunity Program

Program: Senior Activities at The Opportunity Center

Operations	REVISED APPROVED 2024	2025	Difference	Revised 2025	Revised Difference
Advertising					
Central Services/Indirect Cost					
Client Program Supplies	\$7,000.00	\$7,000.00		\$11,850.00	\$4,850.00
Client Transportation					
Conference/Training					
Contracted Services	\$2,000.00	\$12,400.00	\$10,400.00	\$7,000.00	(\$5,400.00)
Direct Financial Assistance					
Dues/Fees/License					
Duplication/Printing	\$250.00	\$25.00	(\$225.00)	\$250.00	\$225.00
Electric	\$1,500.00	\$500.00	(\$1,000.00)	\$1,500.00	\$1,000.00
Employee/Volunteer Expenses					
Equipment Lease/Purchase					
Equipment Maintenance					
Facility Maintenance Contracts	\$3,000.00		(\$3,000.00)	\$3,000.00	\$3,000.00
Food Purchase	\$20,000.00	\$25,000.00	\$5,000.00	\$31,000.00	\$6,000.00
Fundraising Activities					
Gas (Facility)	\$1,500.00	\$500.00	(\$1,000.00)	\$1,500.00	\$1,000.00
Home Modification Supplies/Equipment					
Internet					
Janitorial Supplies					
Kitchen Supplies/disposables	\$1,827.00	\$1,000.00	(\$827.00)	\$1,827.00	\$827.00
Liability Insurance	\$1,500.00	\$3,000.00	\$1,500.00	\$2,500.00	(\$500.00)
Newsletter Expense					
Office Equip. Repair & Maint.					
Office Supplies					
Postage	\$600.00	\$350.00	(\$250.00)	\$600.00	\$250.00
Rent					
Staff travel	\$400.00		(\$400.00)		
Subscriptions/Manuals					
Telephone	\$300.00	\$300.00		\$300.00	
Trash/Lawn/Snow Care					
Vehicle Gas and Oil	\$500.00	\$500.00		\$500.00	
Vehicle Insurance	\$1,400.00	\$2,000.00	\$600.00	\$2,000.00	
Vehicle Lease/Purchase					
Vehicle Maintenance	\$500.00	\$500.00		\$500.00	
Volunteer Insurance					
Volunteer Meal Reimbursement					
Volunteer Recognition					
Volunteer Transport/Stipend Reimburse.					
Water	\$200.00	\$500.00	\$300.00	\$280.46	(\$219.54)
Total Operations	\$42,477.00	\$53,575.00	\$11,098.00	\$64,607.46	\$11,032.46

Provider:	Monroe County Opportunity Program
Program:	Senior Activities at The Opportunity Center

Revenue Sources for Calendar Year 2025	
Provider:	Monroe County Opportunity Program
Program:	Senior Activities at The Opportunity Center

Revenue Sources	2024	2025	Difference	Revised 2025	Revised Difference
Area Agency on Aging 1-B					
Client Cost Share				\$2,250.00	\$2,250.00
Commission on Aging (COA)	\$106,020.00	\$117,000.00	\$10,980.00	\$117,000.00	
Commodities Supplemental Food Prog					
Community Mental Heath					
Community Service Block Grant					
Corporate Sponsorship					
Corporation National & Community Serv.					
Department of Agriculture					
Department of Human Services					
Donations					
Dues				\$1,000.00	\$1,000.00
Emergency Food Assistance Program					
Employee Ins. Cost share					
Fares					
Federal Section 5311					
Funds Raised	\$775.00	\$1,000.00	\$225.00	\$5,000.00	\$4,000.00
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					
City of Monroe	\$1,500.00	\$3,000.00	\$1,500.00	\$10,000.00	\$7,000.00
Michigan Fitness Foundation	\$10,000.00		(\$10,000.00)	\$10,000.00	\$10,000.00
Community Foundation of Monroe				\$4,600.00	\$4,600.00
Total Revenue	\$118,295.00	\$121,000.00	\$2,705.00	\$149,850.00	
In-kind Description:	Volunteer time			In-Kind Amount:	\$250.00

Summary of Request to the Commission on Aging Community Needs Assessment

Renewed Strategies from 2017 Action Plan

- Awareness and Outreach
 - Continue to produce an Annual Report (Jason Berry)
 - Track clients served by Zip Code. Compare with previous year.
 - Monthly Press Releases to Monroe News (approve proposed template)
 - SeniorSource Resource Guide (continue to print and distribute – \$9,500)
 - Commission on Aging brochure (approve proposed brochure / print)
- Systems Navigation
 - Continue COA telephone as primary point of entry / Track calls by type
- Social Connectiveness / Senior Centers
 - Print and distribute Senior Center brochure (approve \$1,120 for 8,000k)
- Health / Mental Health
 - Print and distribute Stay Active brochure (approve \$1,120 for 8,000k)
 - Mental Health and Counseling services are included in SeniorSource
 - Continue to promote RedMed Boxes in SeniorSource (pg. 36)
- Transportation
 - Print / distribute the updated Transportation flyer (approve \$640 for 8,000k)
- Enhance Home Based Services
 - Include “Aging Communication 101” by Carrie Leach in SeniorSource (pg. 42)
- Caregiver Support
 - Highlight Respite Services and Support Groups in SeniorSource (pg. 19 & 34)
- Partnerships
 - Continue meeting of COA Directors (on-going)
 - Annual present information about COA services to Monroe Aging Consortium
- Housing
 - SeniorSource has a section on housing and home repair

Proposed 2025 Community Needs Assessment

- Senior Millage – Better Determine the extent of the need for millage funded services
 - Conduct a local Community Needs Assessment
 - Review and approve the proposed 2025 Monroe Co. Older Adult Survey
 - UofM StatCom Student Group will prepare an electronic survey
 - Print and distribute 500 copies (approve approximately \$350)
 - Analyze data – UofM StatCom Students will assist

Proposed Operations Budget for Calendar Year 2026

Provider: _____

Program: _____

Operations	COA Funds	Other Funds	Total	Revised COA Funds	Revised Other Funds	Revised Total
Advertising						
Central Services/Indirect Cost						
Client Program Supplies						
Client Transportation						
Conference/Training						
Contracted Services						
Direct Financial Assistance						
Dues/Fees/License						
Duplication/Printing						
Electric						
Employee/Volunteer Expenses						
Equipment Lease/Purchase						
Equipment Maintenance						
Facility Maintenance Contracts						
Food Purchase						
Fundraising Activities						
Gas (Facility)						
Home Modification Supplies/Equipment						
Internet						
Janitorial Supplies						
Kitchen Supplies/disposables						
Liability Insurance						
Newsletter Expense						
Office Equip. Repair & Maint.						
Office Supplies						
Postage						
Rent						
Staff travel						
Subscriptions/Manuals						
Telephone						
Trash/Lawn/Snow Care						
Vehicle Gas and Oil						
Vehicle Insurance						
Vehicle Lease/Purchase						
Vehicle Maintenance						
Volunteer Insurance						
Volunteer Meal Reimbursement						
Volunteer Recognition						
Volunteer Transport/Stipend Reimburse.						
Water						
Total Operations						

Provider: _____

Program: _____

Page 2 of 3

Revenue Sources	2025	2026	Difference	Revised 2026	Revised Difference	
AgeWays						
Client Cost Share						
Commission on Aging (COA)						
Commodities Supplemental Food Prog						
Community Mental Heath						
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						
Units of Government						
Van Fees						
Enter other funding source below						
Total Revenue				In-Kind Amount:		

Commission on Aging Additional Funding Request

Organization Name: _____

Date: _____

Authorized Representative: _____

Title: _____

Program Name: _____

Type of Request _____ Additional Money _____ Change in Units / Unit Rate
Yes / No Is this a one-time expense? _____ Budget Revision (Same Amounts)

Dollar Amounts _____ Original Allocation _____ Additional Funding Requested

Contracted Units _____ Contracted Number of Units _____ New Number of Projected Units
_____ Contracted Unit Rate _____ Proposed Unit Rate

Justification for the Request for Additional Funding: Why are the funds needed? What line items are expected to increase or decrease? Why is this happening? Budget: Attach current income and expense statement AND the COA Revised Budget Forms

Justification for a Change in the Number of Units and Unit Rate: Why is a change of units needed? How many units have already been provided? What's the new year-end projection? What is the average number of units provided?

What Other Sources of Funding have been attempted? Have other foundations or fund sources been approached for funding? If so, which ones? If not, why not? Have fundraising events been held and what were the results?

What Cost Sharing is included with this program? How do individuals who participate in the service contribute to the program? Cost share? Are services provided if the individual is unable to contribute?

What Happens if the request is not granted? What consequences are expected if the request is not granted?