



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
Chairman

Larry Gramlich
Vice-Chairman

Mary Ann Wertenberger
Secretary

Mary Gantzoz

Madonna Burkit

Cynthia McIlvain

Wayne Meehean

Paul Simonton

Pamela Nadeau

Monroe County Commission on Aging Regular Board Meeting Minutes

September 10, 2025

Commission on Aging Conference Room

Don Spencer called the meeting to order at 1:04 p.m.

Members present Don Spencer, Pamela Nadeau, Madonna Burkit,
Wayne Meehean, Cynthia McIlvain, Larry Gramlich,
Paul Simonton

Members excused: Mary Gantzoz, Mary Ann Wertenberger

Pledge of Allegiance

Silent Prayer

Review of Organizational Meeting Procedures – Jason Berry

Election of Vice Chairperson: Larry Gramlich

Motion by: Cynthia McIlvain **Supported by:** Paul Simonton
Motion Carried

Approval of the Agenda:

Motion to approve the August 13, 2025 Regular Board Meeting Agenda as presented.

Motion by: Wayne Meehean **Supported by:** Larry Gramlich
Motion carried.

Public Comment: Sandie Pierce, Monroe Center for Healthy Aging

A handout was distributed. A Calendar will be the new fundraiser this year. The calendar features 14 of the Center's members posing naturally. The Center hopes to spark additional interest and money. This is in an effort to help offset the cost of food, maintenance and insurance.

Special Presentations:

A. Berlin Senior Group: Michael and Wanda Bomia

Absent

B. Ash Senior Citizens Group: Agnes Gutierrez

The Center meets from **12:00 noon until 3:00pm, every Monday with lunch.** Meetings are held at the Carleton VFW Hall in Carleton, Michigan. Members have



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fun and are easy-going. The Center will have a rent increase next month. Agnes will speak to Jason Berry regarding this next month.

C. Bedford Health Van: Becki Niemiec

Distributed a financial chart. The Policy and Procedures information have been re-done. The vans travel approximately 900 miles per week. There are twelve drivers, including Becki. Most drivers are retirees and part-time employees.

Policy issues were addressed. A 15-day notice is given for employee time off. By 2027, everyone will receive a pay raise. There is no funding from Bedford Public Schools. Trips outside of our base area will be charged a per mile fee of \$1.15. This will be added to the base rate. Trips longer than 3 hours are charged an additional \$10.00 per hour regardless of age.

Becki shows appreciation to the drivers and staff.

Consent Agenda:

- A. Approval of the Minutes of the August 13, 2025 Regular Meeting
- B. Strategic Planning Committee Minutes of September 4, 2025
- C. Finance Reports – None.
- D. Correspondence – None.
- E. Formal Agency Reports – None

Motion to approve by: Paul Simonton Supported by: Cynthia McIlvain
Motion Carried.

Directors' Report:

➤ Common Measures Report

The 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 August 2025 there were 638 total views. Transportation was the most viewed at 172.

➤ Waitlist/Service Not Provided Summary

Mr. Berry reported that from July 2025 through August 2025, there were 4 wheelchair ramps built. There are 27 seniors on the Project Ramp waitlist.



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Old Business:

- A. Commission on Aging Transportation Meeting on 08/29/2025 – Jason Berry
- B. Monroe County Opportunity Program, Specialized Transportation – Stephanie Kasprzak
- C. **Motion to approve a rate increase to the Monroe County Opportunity Program Specialized Transportation from \$20.00 to \$26.25 (which will also be the 2026 rate).**

Motion by: Madonna Burkit
Motion Carried.

Supported by: Wayne Meehan

Roll Call Vote Taken:

Pamela Nadeau- Yes
Larry Gramlich - Yes
Paul Simonton - No
Madonna Burkit - Yes
Wayne Meehan - Yes

Cynthia McIlvain - Yes
Don Spencer - Yes

New Business:

- A. **Motion to give Martin Kaufman a Letter of Recognition to honor his 29 years of service to the Commission on Aging.**

Motion by: Paul Simonton
Motion Carried.

Supported by: Cynthia McIlvain

- B. **Larry Gramlich was appointed to the Strategic Planning Committee**

- C. **Motion to request approval to expend up to \$2,500.00 for postcards and postage to aid in Outreach efforts.**

Motion by: Paul Simonton
Motion Carried.

Supported by: Cynthia McIlvain

Roll Call Vote Taken:

Pamela Nadeau- Yes
Larry Gramlich - Yes
Paul Simonton - Yes
Madonna Burkit - Yes
Wayne Meehan - Yes

Cynthia McIlvain - Yes
Don Spencer - Yes

- D. **Motion to approve an additional funding request for the Monroe County Opportunity Program – Food Assistance in the amount of \$20,000.00 equaling 50,000 units.**



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Wayne Meehan

Paul Simonton

Pamela Nadeau

Roll Call Vote Taken:

Pamela Nadeau- Yes
Larry Gramlich - Yes
Paul Simonton - Yes
Madonna Burkit - Yes
Wayne Meehan - Yes

Cynthia McIlvain - Yes
Don Spencer - Yes

Motion by: Paul Simonton
Motion Carried.

Supported by: Larry Gramlich

Public Comment: None

Commission Members Comments:

Don Spencer: Would like to keep track of Transportation meeting when they occur.

Pamela Nadeau: Happy to meet everyone.

Larry Gramlich: Welcome Pamela Nadeau

Madonna Burkit: Welcome Pamela Nadeau

Cynthia McIlvain: Welcome Pamela Nadeau

Wayne Meehan: Congratulations to Larry Gramlich and Pamela Nadeau

Paul Simonton: Welcome Pamela Nadeau

Adjournment:

Motion by: Wayne Meehan
Motion Carried.

Supported by: Don Spencer

The meeting was adjourned at 2:37 p.m.

**The next Regular Board meeting takes place on Wednesday,
October 8, 2025 at 1:00 p.m. at the Monroe County Commission on Aging, 965
South Rainsville Road, Monroe, MI 48161.**

Ramona Hall, Recording Secretary



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