



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

Mission Statement

The Monroe County Commission on Aging is charged with recommending the prudent spending of public dollars to promote the health, dignity, and independence of Monroe County residents sixty years of age and older.

Jason Berry
Director

Donald Spencer
Chair

Larry Gramlich
Vice-Chair

Mary Ann
Wertenberger
Secretary

Cynthia McIlvain

Wayne Meehean

Mary Gantz

Madonna Burkit

Pamela Nadeau

Harry Grenawitzke

**Monroe County Commission on Aging
Regular Board Meeting
November 12, 2025
Monroe County Commission on Aging Board Room
AGENDA
1:00 p.m.**

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Silent Prayer
5. Approval of Agenda
6. Public Comment
7. Special Presentations:
 1. Monroe County Senior Legal Services (Kate Weber)
 2. Frenchtown Senior Citizens (Paul Iacoangeli)
8. Consent Agenda
 - A. Approval of Minutes of October 8, 2025 Regular Meeting
 - B. Strategic Planning Committee Notes of November 6, 2025
 - C. Finance Reports
 - D. Correspondence- None
 - E. Formal Agency Reports- None
9. Director's Report
10. Old Business
11. New Business
 - A. Recognition for Paul Simonton for 19 years of service (2006-2025) on the Commission on Aging. (Don Spencer)
 - B. Monroe County Opportunity Program- Opportunity Center at ALCC
 - a. 2025 Total Clients Served/Cost Per Unduplicated Client (Stephanie Kasprzak)
 - C. Memory Lane Care Services (Salli Bollin)
 - a. Request for Additional 200 Units (\$80 each)
 - b. Total Additional Funds Requested: \$16,000.00



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D. Ash Senior Citizens (Agnes Gutierrez)

- a. Request for Additional 851 Units (\$9.53 each)
- b. Total Additional Funds Requested: \$ 8,110.03

E. Strategic Planning Committee Member Appointment (Don Spencer)

F. Compliance Verification Evaluation Reports for 2024 (Jason Berry)

- a. Milan Seniors for Healthy Living

G. Monroe County Ageways Community Needs Assessment Summary (Jason Berry)

- a. Conducted June 2-17, 2025 by Mitchell Research &
Communications

12. Public Comment

13. Commission Members' Comments

14. Adjournment

The next Regular Board meeting will be on Wednesday, December 10, 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, (734) 240-7295.



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Wayne Meehan

Madonna Burkit

Pamela Nadeau

Monroe County Commission on Aging Regular Board Meeting Minutes

October 08, 2025

Commission on Aging Conference Room

Don Spencer called the meeting to order at 1:03 p.m.

Members present Don Spencer, Pamela Nadeau, Wayne Meehan, Cynthia McIlvain, Larry Gramlich, Paul Simonton, Mary Ann Wertenberger, Mary Gantz

Members excused: Madonna Burkit

Pledge of Allegiance

Silent Prayer

Approval of the Agenda:

Motion to approve the September 10, 2025 Regular Board Meeting Agenda as presented.

Motion by: Mary Ann Wertenberger **Supported by:** Cynthia McIlvain
Motion carried.

Public Comment:

Collin Keehn, United Way Ramp Program:

Fielding calls from the mailing for services for the Ramp Program.

Sandie Pierce, Monroe Center for Healthy Aging:

Distributed an Ageism Awareness Day Flyer. There were 260,000 views on 13ABC. There have been 250 calendars sold. They Monroe Center made a profit.

Becki Niemiec, Bedford Health Van:

The program got more clients from the mailing.

Special Presentations:

A. Mariah Wagner, Lake Erie Transit:

A brochure was distributed. LET provides essential transportation services. There were 8,114 trips made, with 400 unduplicated clients. Costs are increasing. Bus passes for seniors are \$30 per month. Hours are 7am to 6pm. Rides should be called in at least 24 hours in advance. The General Manager met with other transportation providers and will continue to do so.



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B. Mary Ann Opal, Milan Seniors for Healthy Living:

The Mid-Year Impact Report and the October Newsletter was distributed. From January through July, 10/002 meals were served. There were 12,937 miles driven to date. Membership total to date is 311 clients and 1,589 rides have been given. Programs at Milan Center include: Transportation, Milan Oasis, Meals on Wheels, Aging in Action, the Activity Center and the Senior Café.

The Milan Oasis is a dementia-friendly respite program offering care, connection and compassion for individuals living with memory loss and their caregivers. This is a free adult day respite program. There is also a free handyman service available.

C. Michael and Wanda Bomia, Berlin Senior Group:

Wanda and Michael have run the Berlin Senior Group program for seven years. Hours are 9:30 to 4:00pm. The 2026 membership fee will be \$20 per year. Currently, there are 90 paid senior memberships. There is a need for younger members, as some members have passed.

There are 2,800 meals served per year with an average of 60 meals per week. There may be an increase in meals from \$5.00 to \$6.00 to cover costs. Members can purchase meals to take home. There are usually 10 to-go meals per week.

The Monroe County Health Department will be coming to give vaccinations.

Consent Agenda:

- A. Approval of the Minutes of the September 10, 2025 Regular Meeting
- B. Strategic Planning Committee Minutes of October 2, 2025
- C. Finance Reports – None.
- D. Correspondence – None.
- E. Formal Agency Reports – None

Motion to approve by: Wayne Meehean Supported by: Larry Gramlich
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**



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The monthly analytics snapshot shows how many hits the COA website received and the categories most visited. During September 2025 there were 662 total views. Transportation was the most viewed at 175.

➤ **Waitlist/Service Not Provided Summary**

Mr. Berry reported that from August 2025 through September 2025, there were 4 wheelchair ramps built, which is a total of 26 for the year. There are 24 seniors on the Project Ramp waitlist.

Old Business: None.

New Business:

A. Katie Scharf, Planning and Grant Specialist, Monroe County AgeWays Community Needs Assessment Report:

Katie discussed distributed an Executive Analysis Survey of Monroe County by Mitchell Research and Communications. This survey was conducted June 2-7, 2025.

The analysis summarizes key findings from a survey conducted on behalf of AgeWays, targeting adults aged 60 and over in Monroe County, Michigan. The total population aged 60 and over in Monroe County is 43,638.

The survey responses highlight critical health, social and economic needs. It offers insights for AgeWays to enhance services for older adults in the county. There were recommendations for service prioritization. The analysis draws comparisons to the overall sample (787,098) where relevant to interpret Monroe County's unique needs.

B. Motion to approve the Bedford Health Van 2025 and 2026 application revision, define the Transportation definition and a request to add language to essential services.

Motion by: Paul Simonton
Motion Carried.

Supported by: Wayne Meehan

Roll Call Vote Taken:

Pamela Nadeau- Yes
Larry Gramlich - Yes
Paul Simonton - Yes
Mary Ann Wertenberger - Yes
Wayne Meehan - Yes

Cynthia McIlvain - Yes
Don Spencer - Yes
Mary Gantz - Yes

Motion by: Paul Simonton
Motion Carried.

Supported by: Wayne Meehan

Public Comment: None.



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Commission Members Comments:

Don Spencer: None.

Pamela Nadeau: Learns more with each meeting

Larry Gramlich: Happy Halloween

Cynthia McIlvain: None.

Wayne Meehan: None.

Paul Simonton: None.

Mary Ann Wertenberger: None.

Mary Gantz: None.

Adjournment:

Motion by: Wayne Meehan
Motion Carried.

Supported by: Larry Gramlich

The meeting was adjourned at 2:48 p.m.

**The next Regular Board meeting takes place on Wednesday,
November 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 November 6, 2025 2p.m. Commission on Aging Office

1. Memory Lane Care Services
 - a. Request for Additional 200 units at \$80 per unit.
 - b. Total Additional Funds: \$16,000.00.Recommendation: The Strategic Planning Committee recommended approving the request.
2. Ash Senior Citizens
 - a. Request for Additional 851 units at \$9.53 per unit.
 - b. Total Additional Funds: \$ 8,110.03Recommendation: The Strategic Planning Committee recommended approving the request.
3. Milan Seniors for Healthy Living
 - a. 2024 Compliance EvaluationsRecommendation: The Strategic Planning Committee recommended accepting and placing on file the compliance evaluation communication presented by the director.
4. AgeWays 2025 Survey of Monroe County
 - a. Recommendations to Monroe CountyRecommendation: The Strategic Planning Committee recommended providing the full Commission on Aging board a summary of the recommendations by AgeWays.
5. MCOP-Opportunity Center at ALCC
 - a. Cost Per Unduplicated Client ConcernRecommendation: The Strategic Planning Committee requested Stephanie Kasprzak attend the next Commission on Aging board meeting to explain the common measures for the MCOP-Opportunity Center at ALCC.

MONTHLY REVENUE DETAIL REPORT FOR MONROE COUNTY

Balance As of 10/31/2025

GL Number	Description	2025 Original Budget	2025 Amended Budget	Activity For 10/31/2025	YTD Balance 10/31/2025	Encumbered YTD 10/31/2025	Available Balance 10/31/2025	% Bdg't Used
Fund: 280 SENIOR CITIZENS FUND								
96620								
280-96620-692001	FUND BALANCE CARRYFORWARD-REV	348,203.00	348,203.00	0.00	0.00	0.00	348,203.00	0.00
Total		348,203.00	348,203.00	0.00	0.00	0.00	348,203.00	0.00
97000								
280-97000-402000	CURRENT PROPERTY TAXES	3,899,708.00	3,899,708.00	0.00	4,232,165.17	0.00	(332,457.17)	108.53
280-97000-415000	PRIOR YEAR TAX ADJUSTMENTS	27,077.00	27,077.00	(138.71)	(913.91)	0.00	27,990.91	(3.38)
280-97000-420000	DELINQUENT PROPERTY TAXES	3,500.00	3,500.00	574.78	4,599.89	0.00	(1,099.89)	131.43
280-97000-426020	OTH TAXES-PYMT IN LIEU OF TAX	7,500.00	7,500.00	0.00	11,574.00	0.00	(4,074.00)	154.32
280-97000-437000	INDUSTRIAL FACILITY TAX	15,827.00	15,827.00	0.00	28,177.21	0.00	(12,350.21)	178.03
280-97000-445000	PENALTIES AND INTEREST ON TAXES	250.00	250.00	19.28	161.61	0.00	88.39	64.64
280-97000-573000	LOCAL COMMUNITY STABILIZATION SHARE	175,000.00	175,000.00	0.00	295,322.68	0.00	(120,322.68)	168.76
280-97000-665000	INTEREST	2,000.00	2,000.00	0.00	93,192.09	0.00	(91,192.09)	4,659.60
280-97000-676070	SPECIAL REVENUE-REIMBURSEMENT	1,000.00	1,000.00	0.00	1,419.85	0.00	(419.85)	141.99
280-97000-677000	OTHER REVENUE-MISCELLANEOUS	0.00	0.00	1,348.25	1,641.25	0.00	(1,641.25)	100.00
Total		4,131,862.00	4,131,862.00	1,803.60	4,667,339.84	0.00	(535,477.84)	112.96
Fund 280 - SENIOR CITIZENS FUND:								
TOTAL REVENUES		4,480,065.00	4,480,065.00	1,803.60	4,667,339.84	0.00	(187,274.84)	104.18

MONTHLY EXPENSE DETAIL REPORT FOR MONROE COUNTY

Balance As of 10/31/2025

GL Number	Description	2025 Original Budget	2025 Amended Budget	Activity For 10/31/2025	YTD Balance 10/31/2025	Encumbered YTD 10/31/2025	Availble Balance 10/31/2025	% Bdgt Used
280								
96600								
280-96600-969002	CONTINGENCY	52,786.00	27,266.00	0.00	0.00	0.00	27,266.00	0.00
Total		52,786.00	27,266.00	0.00	0.00	0.00	27,266.00	0.00
97000								
280-97000-963000	CENTRAL SERVICES/INDIRECT COST	35,517.00	35,517.00	0.00	35,517.00	0.00	0.00	100.00
280-97000-965015	ASH SENIOR CITIZENS CENTER	24,330.00	24,330.00	2,401.56	24,330.09	0.00	(0.09)	100.00
280-97000-965020	RETIRED SENIOR VOLUNTEER PRGRM	93,000.00	93,000.00	7,337.93	62,939.35	0.00	30,060.65	67.68
280-97000-965025	AREA AGENCY ON AGING 1-B	14,020.00	14,020.00	0.00	10,515.24	0.00	3,504.76	75.00
280-97000-965031	BEDFORD TRANSPORTATION	59,645.00	59,645.00	5,286.14	53,329.20	0.00	6,315.80	89.41
280-97000-965035	BEDFORD SENIOR CITIZEN CENTER	274,500.00	274,500.00	31,957.68	274,500.00	0.00	0.00	100.00
280-97000-965041	BEDFORD VET CENTER PANTRY	4,950.00	4,950.00	361.41	3,524.80	0.00	1,425.20	71.21
280-97000-965045	BERLIN SENIOR CITIZEN CENTER	57,353.00	57,353.00	3,436.56	24,740.91	0.00	32,612.09	43.14
280-97000-965065	DUNDEE SENIOR CITIZEN CENTER	265,200.00	265,200.00	23,403.00	212,226.00	0.00	52,974.00	80.02
280-97000-965071	EMERGENCY NEEDS	10,000.00	15,000.00	28.90	15,000.00	0.00	0.00	100.00
280-97000-965075	FRENCHTOWN SR CITIZEN CENTER	381,522.00	381,522.00	0.00	381,521.97	0.00	0.03	100.00
280-97000-965085	LAKE ERIE TRANSIT	243,100.00	243,100.00	20,495.20	177,837.00	0.00	65,263.00	73.15
280-97000-965088	THE OPPORTUNITY CENTER @ ALCC	117,000.00	117,000.00	9,661.50	93,100.50	0.00	23,899.50	79.57
280-97000-965091	SENIOR LEGAL SERVICES	270,614.00	270,614.00	28,540.22	222,134.86	0.00	48,479.14	82.09
280-97000-965097	CHOICES COUNSELING SOLUTIONS	10,050.00	78,550.00	8,707.50	53,223.00	0.00	25,327.00	67.76
280-97000-965105	M.C.O.P. HOME CARE SERVICE	148,000.00	148,000.00	11,641.13	93,383.47	0.00	54,616.53	63.10
280-97000-965106	RAMP PROGRAM	167,955.00	167,955.00	0.00	112,604.75	0.00	55,350.25	67.04
280-97000-965115	M.C.O.P. HOME CHORE	103,200.00	103,200.00	10,038.00	91,794.00	0.00	11,406.00	88.95
280-97000-965121	M.C.O.P. SPEC TRANSPORTATION	148,000.00	148,000.00	7,297.50	57,808.75	0.00	90,191.25	39.06
280-97000-965122	M.C.O.P. HOME INJURY CONTROL	6,500.00	6,500.00	0.00	6,459.19	0.00	40.81	99.37
280-97000-965123	M.C.O.P. FOOD DISTRIBUTION	164,406.00	184,406.00	24,035.00	171,830.00	0.00	12,576.00	93.18
280-97000-965125	M.C.O.P. RESOURCE ADVOCATE	176,700.00	176,700.00	10,150.95	122,648.39	0.00	54,051.61	69.41
280-97000-965135	LIFE NUTRITION PROGRAM	596,204.00	596,204.00	40,806.94	413,553.84	0.00	182,650.16	69.36
280-97000-965141	ALZHEIMER PROGRAM	38,400.00	38,400.00	0.00	38,400.00	0.00	0.00	100.00
280-97000-965165	MONROE SENIOR CITIZEN CENTER	463,500.00	463,500.00	40,734.27	346,038.23	0.00	117,461.77	74.66
280-97000-965201	MILAN SENIOR MEALS ON WHEELS	20,900.00	20,900.00	891.00	9,542.50	0.00	11,357.50	45.66
280-97000-965205	EMERGENCY FUEL	15,000.00	20,000.00	0.00	20,000.02	0.00	(0.02)	100.00
280-97000-965215	MILAN SENIOR CENTER	51,000.00	51,000.00	4,593.00	42,316.50	0.00	8,683.50	82.97
280-97000-965216	MILAN SENIOR TRANSIT	24,000.00	24,000.00	2,000.00	15,680.00	0.00	8,320.00	65.33
280-97000-965220	MILAN SENIOR RESOURCE	21,840.00	21,840.00	1,879.50	17,881.50	0.00	3,958.50	81.88
280-97000-965221	AID IN MILAN	39,685.00	39,685.00	3,631.23	32,421.99	0.00	7,263.01	81.70
280-97000-965225	ADULT DAY CARE SERVICES	86,980.00	0.00	0.00	0.00	0.00	0.00	0.00
280-97000-965340	YMCA CANCER SURVIVOR	6,048.00	6,048.00	756.00	4,536.00	0.00	1,512.00	75.00
280-97000-965390	MCOP VOLUNTEER CAREGIVERS	3,000.00	3,000.00	0.00	280.00	0.00	2,720.00	9.33
Total		4,142,119.00	4,153,639.00	300,072.12	3,241,619.05	0.00	912,019.95	78.04
97500								
280-97500-995101	TRANSFER OUT - GENERAL FUND	231,006.00	245,006.00	0.00	172,555.91	0.00	72,450.09	70.43
Total		231,006.00	245,006.00	0.00	172,555.91	0.00	72,450.09	70.43
Fund 280 - SENIOR CITIZENS FUND:								
TOTAL EXPENDITURES		4,425,911.00	4,425,911.00	300,072.12	3,414,174.96	0.00	1,011,736.04	77.14

MONTHLY EXPENSE DETAIL REPORT FOR MONROE COUNTY

Balance As of 10/31/2025

GL Number	Description	2025 Original Budget	2025 Amended Budget	Activity For 10/31/2025	YTD Balance 10/31/2025	Encumbered YTD 10/31/2025	Available Balance 10/31/2025	% Bdg't Used
67200		106,702.00	106,702.00	7,810.40	86,833.99	0.00	19,868.01	81.38
101-67200-705000	SALARIES AND WAGES	6,000.00	6,000.00	250.00	2,625.00	0.00	3,375.00	43.75
101-67200-707200	BD/COM/AUTH PER DIEM	8,622.00	8,622.00	570.58	6,338.08	0.00	2,283.92	73.51
101-67200-715000	SOCIAL SECURITY	20,744.00	20,744.00	1,595.68	17,492.66	0.00	3,251.34	84.33
101-67200-716000	EMPLOYERS RETIREMENT	3,804.00	3,804.00	282.70	3,091.08	0.00	712.92	81.26
101-67200-716001	DC RETIREMENT	3,095.00	3,095.00	234.30	2,565.51	0.00	529.49	82.89
101-67200-716012	EMPLOYER-HCS	110.00	110.00	8.09	88.27	0.00	21.73	80.25
101-67200-717000	UNEMPLOYMENT INSURANCE	77.00	77.00	5.68	62.02	0.00	14.98	80.55
101-67200-718000	WORKERS COMPENSATION INSURANCE	17,874.00	17,874.00	1,334.39	15,123.68	0.00	2,750.32	84.61
101-67200-719000	HEALTH INSURANCE	125.00	125.00	9.38	104.94	0.00	20.06	83.95
101-67200-720000	LIFE INSURANCE	153.00	153.00	11.36	128.92	0.00	24.08	84.26
101-67200-721000	OPTICAL INSURANCE	882.00	882.00	71.61	813.33	0.00	68.67	92.21
101-67200-722000	DENTAL INSURANCE	695.00	695.00	52.64	576.38	0.00	118.62	82.93
101-67200-723000	DISABILITY INSURANCE	1,755.00	1,755.00	155.96	336.09	1.04	1,417.87	19.21
101-67200-728000	OFFICE SUPPLIES	1,500.00	4,000.00	0.90	1,916.38	0.00	2,083.62	47.91
101-67200-730000	POSTAGE AND MAILING FEES	1,600.00	1,600.00	0.00	0.00	0.00	1,600.00	0.00
101-67200-731000	COMPUTER EQUIP & SUPPLIES	0.00	0.00	46.00	46.00	0.00	(46.00)	100.00
101-67200-803000	PRE-EMPLOYMENT PHYSICAL EXAMS	3,250.00	3,250.00	147.63	1,650.46	0.00	1,599.54	50.78
101-67200-810020	BOARD MEMBERS TRAVEL	25,651.00	25,651.00	0.00	20,352.83	0.00	5,298.17	79.35
101-67200-814015	SOFTWARE LICENSE FEE	1,380.00	1,380.00	109.09	732.26	0.00	647.74	53.06
101-67200-814016	PAYROLL SERVICES	0.00	0.00	6.33	63.30	0.00	(63.30)	100.00
101-67200-818020	REFUSE HAULING & JANITORIAL	2,400.00	2,400.00	0.00	133.11	0.00	2,266.89	5.55
101-67200-826000	LEGAL AND PROFESSIONAL SERV	375.00	375.00	0.00	220.00	0.00	155.00	58.67
101-67200-830000	ASSOCIATION & MEMBERSHIP DUES	675.00	675.00	21.99	566.23	0.00	108.77	83.89
101-67200-851000	TELEPHONE	850.00	850.00	0.00	0.00	0.00	850.00	0.00
101-67200-861000	TRAVEL	300.00	300.00	0.00	0.00	0.00	300.00	0.00
101-67200-864000	CONFERENCE AND CONVENTION	100.00	100.00	0.00	0.00	0.00	100.00	0.00
101-67200-864080	CONF/CONVENTION BOARD MEMBERS	600.00	600.00	379.58	379.58	0.00	220.42	63.26
101-67200-900000	PRINTING AND IMAGING	1,652.00	1,652.00	103.27	1,721.22	0.00	(69.22)	104.19
101-67200-921000	ELECTRICITY	193.00	193.00	9.71	92.70	0.00	100.30	48.03
101-67200-922000	WATER AND SEWAGE	550.00	550.00	14.23	341.27	0.00	208.73	62.05
101-67200-923000	HEATING FUEL	100.00	100.00	0.00	0.00	0.00	100.00	0.00
101-67200-933000	MAINT-OFFICE EQUIP AND FURN							
67200		231,006.00	245,006.00	13,411.06	185,966.97	1.04	59,037.99	75.90
101-67200-942000	COPIER EXPENSE AND LEASE	1,585.00	1,585.00	46.86	1,704.69	0.00	(119.69)	107.55
101-67200-960001	GENERAL LIABILITY INSURANCE	1,753.00	1,753.00	132.70	1,453.02	0.00	299.98	82.89
101-67200-963000	CENTRAL SERVICES/INDIRECT COST	15,854.00	15,854.00	0.00	15,854.00	0.00	0.00	100.00
101-67200-981600	C.O.-FIXTURES, FURNITURE	0.00	11,500.00	0.00	2,559.97	0.00	8,940.03	22.26
Total								

COA Director's Report Items (11/12/25)

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 70% - 80%)

As of: September

Provider/Program	Cumulative Units	Unit Maximum	Percentage
Ash Senior Citizens	2,615.00	2,553.00	102%
Bedford Senior Community Center	50,173.05	50,000.00	100%
Bedford Twp. Veterans Center Pantry	4,246.60	5,964.00	71%
Berlin Township Senior Citizens Group	2,131.00	4,940.00	43%
Choices Counseling Solutions	354.82	523.66	68%
Dundee Area Senior Citizens Center	35,371.00	44,200.00	80%
Frenchtown Senior Citizens Center	47,223.26	42,500.00	111%
Health Van	2,280.00	2,550.00	89%
Lake Erie Transportation Commission	9,510.00	13,000.00	73%
Living Independence for Everyone	104,917.00	149,800.00	70%
MCOP-Food Assistance Program	429,575.00	461,015.00	93%
MCOP-Home Care	5,047.75	8,000.00	63%
MCOP-Home Chore	3,824.75	4,300.00	89%
MCOP-Home Injury Control	11,154.80	6,500.00	172%
MCOP-Opportunity Center at ALCC	10,344.50	13,000.00	80%
MCOP-Resource Advocacy	6,594.00	9,500.00	69%
MCOP-Specialized Transportation	2,712.00	7,400.00	37%
MCOP-Unmet Emergency Needs	15,000.00	15,000.00	100%
MCOP-Utility Assistance Program	20,000.00	20,000.00	100%
MCOP-Volunteer Caregiver Program	35.00	375.00	9%
Memory Lane Care Services	583.50	480.00	122%
Milan Seniors for Healthy Living	7,052.75	8,500.00	83%
Milan Seniors Meals on Wheels	1,735.00	3,800.00	46%
Milan Seniors Transportation	980.00	1,500.00	65%
Milan Aging in Action - Resource	9,714.00	1,040.00	934%
Monroe County Senior Legal Services	2,208.10	2,690.00	82%
Monroe Family YMCA Cancer Survivorship	84.00	96.00	88%
Monroe Family YMCA Enhanced Fitness	749.99	918.00	82%
Monroe Senior Citizens Center	76,883.25	103,000.00	75%
RSVP	38,612.31	57,009.00	68%
United Way Project Ramp of MC	112,604.75	122,500.00	92%

Table B.
Unduplicated Clients Served vs. Anticipated Clients Served
(Goal is to be at least 70%)

As of: September

Provider/Program	Cumulative Unduplicated Clients	Anticipated Clients Served	Percentage
Ash Senior Citizens	96	120	80%
Bedford Senior Community Center	1,036	1,150	90%
Bedford Twp. Veterans Center Pantry	42	40	105%
Berlin Township Senior Citizens Group	98	130	75%
Choices Counseling Solutions	48	8	600%
Dundee Area Senior Citizens Center	420	425	99%
Frenchtown Senior Citizens Center	1,466	1,150	127%
Health Van	139	175	79%
Lake Erie Transportation Commission	426	550	77%
Living Independence for Everyone	995	1,160	86%
MCOP-Food Assistance Program	1,582	1,600	99%
MCOP-Home Care	115	150	77%
MCOP-Home Chore	370	430	86%
MCOP-Home Injury Control	117	90	130%
MCOP-Opportunity Center at ALCC	68	350	19%
MCOP-Resource Advocacy	1,303	1,800	72%
MCOP-Specialized Transportation	124	250	50%
MCOP-Unmet Emergency Needs	25	22	114%
MCOP-Utility Assistance Program	38	30	127%
MCOP-Volunteer Caregiver Program	4	8	50%
Memory Lane Care Services	12	18	67%
Milan Seniors for Healthy Living	127	250	51%
Milan Seniors Meals on Wheels	20	30	67%
Milan Seniors Transportation	34	20	170%
Milan Aging in Action - Resource	97	200	49%
Monroe County Senior Legal Services	848	1,097	77%
Monroe Family YMCA Cancer Survivorship	5	12	42%
Monroe Family YMCA Enhanced Fitness	228	200	114%
Monroe Senior Citizens Center	1,633	1,650	99%
RSVP	277	325	85%
United Way Project Ramp of MC	24	30	80%

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

(Goal is to be between 70% - 80%)

As of: September

Provider/Program	Actual Expenditures	Total Budget	Percentage
Ash Senior Citizens	\$33,436.43	\$41,978.00	80%
Bedford Senior Community Center	\$345,361.11	\$452,536.00	76%
Bedford Twp. Veterans Center Pantry	\$3,623.82	\$4,950.12	73%
Berlin Township Senior Citizens Group	\$30,860.00	\$79,826.00	39%
Choices Counseling Solutions	\$48,662.26	\$301,354.29	16%
Dundee Area Senior Citizens Center	\$297,657.52	\$399,200.00	75%
Frenchtown Senior Citizens Center	\$310,289.00	\$451,221.97	69%
Health Van	\$179,933.81	\$261,844.08	69%
Lake Erie Transportation Commission	\$594,661.00	\$902,120.00	66%
Living Independence for Everyone	\$1,156,422.95	\$1,474,239.95	78%
MCOP-Food Assistance Program	\$352,861.84	\$352,064.85	100%
MCOP-Home Care	\$208,204.70	\$397,440.00	52%
MCOP-Home Chore	\$157,740.80	\$224,646.58	70%
MCOP-Home Injury Control	\$18,469.97	\$23,000.00	80%
MCOP-Opportunity Center at ALCC	\$107,073.37	\$121,000.00	88%
MCOP-Resource Advocacy	\$175,324.55	\$258,141.76	68%
MCOP-Specialized Transportation	\$263,526.75	\$484,441.00	54%
MCOP-Unmet Emergency Needs	\$16,568.96	\$17,353.48	95%
MCOP-Utility Assistance Program	\$27,469.15	\$36,103.48	76%
MCOP-Volunteer Caregiver Program	\$14,431.47	\$18,608.00	78%
Memory Lane Care Services	\$46,248.52	\$58,426.00	79%
Milan Seniors for Healthy Living	\$49,653.13	\$91,844.10	54%
Milan Seniors Meals on Wheels	\$55,364.97	\$89,744.00	62%
Milan Seniors Transportation	\$65,618.37	\$121,241.00	54%
Milan Aging in Action - Resource	\$67,111.35	\$149,851.00	45%
Monroe County Senior Legal Services	\$258,661.19	\$359,939.00	72%
Monroe Family YMCA Cancer Survivorship	\$6,554.00	\$13,446.19	49%
Monroe Family YMCA Enhanced Fitness	\$39,270.00	\$46,308.50	85%
Monroe Senior Citizens Center	\$557,323.57	\$756,635.00	74%
RSVP	\$154,945.56	\$191,942.00	81%
United Way Project Ramp of MC	\$112,604.65	\$167,995.49	67%

Table D.

Total Cost Per Unduplicated Client (Year to Date)

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

As of: September

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	\$33,436.43	96	\$348.30	\$41,978.00	120	\$349.82	100%
Bedford Senior Community Center	\$345,361.11	1,036	\$333.36	\$452,536.00	1,150	\$393.51	85%
Bedford Twp. Veterans Center Pantry	\$3,623.82	42	\$86.28	\$4,950.12	40	\$123.75	70%
Berlin Township Senior Citizens Group	\$30,860.00	98	\$314.90	\$79,826.00	130	\$614.05	51%
Choices Counseling Solutions	\$48,662.26	48	\$1,013.80	\$301,354.29	8	\$37,669.29	3%
Dundee Area Senior Citizens Center	\$297,657.52	420	\$708.71	\$399,200.00	425	\$939.29	75%
Frenchtown Senior Citizens Center	\$310,289.00	1,466	\$211.66	\$451,221.97	1,150	\$392.37	54%
Health Van	\$179,933.81	139	\$1,294.49	\$261,844.08	175	\$1,496.25	87%
Lake Erie Transportation Commission	\$594,661.00	426	\$1,395.92	\$902,120.00	550	\$1,640.22	85%
Living Independence for Everyone	\$1,156,422.95	995	\$1,162.23	\$1,474,239.95	1,160	\$1,270.90	91%
MCOP-Food Assistance Program	\$352,861.84	1,582	\$223.05	\$352,064.85	1,600	\$220.04	101%
MCOP-Home Care	\$208,204.70	115	\$1,810.48	\$397,440.00	150	\$2,649.60	68%
MCOP-Home Chore	\$157,740.80	370	\$426.33	\$224,646.58	430	\$522.43	82%
MCOP-Home Injury Control	\$18,469.97	117	\$157.86	\$23,000.00	90	\$255.56	62%
MCOP-Opportunity Center at ALCC	\$107,073.37	68	\$1,929.95	\$121,000.00	350	\$345.71	558%
MCOP-Resource Advocacy	\$175,324.55	1,303	\$134.55	\$258,141.76	1,800	\$143.41	94%
MCOP-Specialized Transportation	\$263,526.75	124	\$2,125.22	\$484,441.00	250	\$1,937.76	110%
MCOP-Unmet Emergency Needs	\$16,568.96	25	\$662.76	\$17,353.48	22	\$788.79	84%
MCOP-Utility Assistance Program	\$27,469.15	38	\$722.87	\$36,103.48	30	\$1,203.45	60%
MCOP-Volunteer Caregiver Program	\$14,431.47	4	\$3,607.87	\$18,608.00	8	\$2,326.00	155%
Memory Lane Care Services	\$46,248.52	12	\$3,854.04	\$58,426.00	18	\$3,245.89	119%
Milan Seniors for Healthy Living	\$49,653.13	127	\$390.97	\$91,844.10	250	\$367.38	106%
Milan Seniors Meals on Wheels	\$55,364.97	20	\$2,768.25	\$89,744.00	30	\$2,991.47	93%
Milan Seniors Transportation	\$65,618.37	34	\$1,929.95	\$121,241.00	20	\$6,062.05	32%
Milan Aging in Action - Resource	\$67,111.35	97	\$691.87	\$149,851.00	200	\$749.26	92%
Monroe County Senior Legal Services	\$258,661.19	848	\$305.02	\$359,939.00	1,097	\$328.11	93%
Monroe Family YMCA Cancer Survivor	\$6,554.00	5	\$1,310.80	\$13,446.19	12	\$1,120.52	117%
Monroe Family YMCA Enhanced Fitness	\$39,270.00	228	\$172.24	\$46,308.50	200	\$231.54	74%
Monroe Senior Citizens Center	\$557,323.57	1,633	\$341.29	\$756,635.00	1,650	\$458.57	74%
RSVP	\$154,945.56	277	\$559.37	\$191,942.00	325	\$590.59	95%
United Way Project Ramp of MC	\$112,604.65	24	\$4,691.86	\$167,995.49	30	\$5,599.85	84%

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

(Goal is to be between 70% - 80%)

As of: September

Provider/Program	Actual Revenue	Total Budget	Percentage
Ash Senior Citizens	\$50,347.16	\$41,978.00	120%
Bedford Senior Community Center	\$429,948.68	\$452,536.00	95%
Bedford Twp. Veterans Center Pantry	\$3,989.22	\$4,950.12	81%
Berlin Township Senior Citizens Group	\$34,260.97	\$79,826.00	43%
Choices Counseling Solutions	\$64,605.00	\$301,354.29	21%
Dundee Area Senior Citizens Center	\$366,934.07	\$399,200.00	92%
Frenchtown Senior Citizens Center	\$469,152.00	\$451,221.97	104%
Health Van	\$203,842.27	\$261,844.08	78%
Lake Erie Transportation Commission	\$472,522.53	\$902,120.00	52%
Living Independence for Everyone	\$1,040,583.47	\$1,474,239.95	71%
MCOP-Food Assistance Program	\$313,343.52	\$352,064.85	89%
MCOP-Home Care	\$222,116.33	\$397,440.00	56%
MCOP-Home Chore	\$180,415.49	\$224,646.58	80%
MCOP-Home Injury Control	\$20,389.55	\$23,000.00	89%
MCOP-Opportunity Center at ALCC	\$128,727.44	\$121,000.00	106%
MCOP-Resource Advocacy	\$221,978.98	\$258,141.76	86%
MCOP-Specialized Transportation	\$223,578.87	\$484,441.00	46%
MCOP-Unmet Emergency Needs	\$24,959.50	\$17,353.48	144%
MCOP-Utility Assistance Program	\$39,725.46	\$36,103.48	110%
MCOP-Volunteer Caregiver Program	\$14,037.00	\$18,608.00	75%
Memory Lane Care Services	\$139,285.12	\$58,426.00	238%
Milan Seniors for Healthy Living	\$102,896.52	\$91,844.10	112%
Milan Seniors Meals on Wheels	\$66,678.09	\$89,744.00	74%
Milan Seniors Transportation	\$102,828.71	\$121,241.00	85%
Milan Aging in Action - Resource	\$57,479.49	\$149,851.00	38%
Monroe County Senior Legal Services	\$277,705.89	\$359,939.00	77%
Monroe Family YMCA Cancer Survivorship	\$8,357.00	\$13,446.19	62%
Monroe Family YMCA Enhanced Fitness	\$36,046.99	\$46,308.50	78%
Monroe Senior Citizens Center	\$568,414.78	\$756,635.00	75%
RSVP	\$177,080.49	\$191,942.00	92%
United Way Project Ramp of MC	\$114,288.36	\$167,995.49	68%

Commission on Aging Website Views

	Totals Views
https://www.co.monroe.mi.us/204/Transportation-Services	157
https://www.co.monroe.mi.us/180/Commission-on-Aging	149
https://www.co.monroe.mi.us/205/Volunteer-Services	75
https://www.co.monroe.mi.us/194/Health-Nutrition-Services	45
https://www.co.monroe.mi.us/192/Services	33
https://www.co.monroe.mi.us/195/In-Home-Services	32
https://www.co.monroe.mi.us/201/Senior-Groups	22
https://www.co.monroe.mi.us/193/Adult-Day-Services	18
https://www.co.monroe.mi.us/199/Resource-Advocacy	15
https://www.co.monroe.mi.us/182/By-Laws-Policies	12
https://www.co.monroe.mi.us/197/Multi-Purpose-Senior-Centers	7
https://www.co.monroe.mi.us/200/Senior-Counseling-Services	6
https://www.co.monroe.mi.us/187/Former-Members	5
https://www.co.monroe.mi.us/191/Service-Definitions	2
https://www.co.monroe.mi.us/203/Senior-Legal-Services	2
Grand total	580



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

Mission Statement

The Monroe County Commission on Aging is charged with recommending the prudent spending of public dollars to promote the health, dignity, and independence of Monroe County residents sixty years of age and older.

Jason Berry
Director

Donald Spencer
Chair

Larry Gramlich
Vice-Chair

Mary Ann
Wertenberger
Secretary

Mary Gantz

Cynthia McIlvain

Wayne Meehan

Madonna Burkit

Pamela Nadeau

Harry Grenawitzke

To: Commission on Aging Board Members

From: Jason Berry

Date: November 12, 2025

RE: Waitlist/Requested Service Not Provided- 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 in November of 2025: 31 Senior Citizens

United Way Project Ramp

As of November 2025, there are 31 Monroe County Senior Citizens awaiting a ramp. There were 7 wheelchair ramps built in October of 2025.

Monroe County Opportunity Program: Senior Activities at the Opportunity Center

	2021	2022	2023	2024	2025	2026
Budget	\$63,540.00	\$58,500.00	\$92,960.25	\$106,020.00	\$117,000.00	\$117,000.00
YTD Expenditures	\$62,572.56	\$58,500.00	\$92,960.24	\$106,020.00	\$93,100.50 (as of 10/20/25)	N/A
Unit Rate (One Hour of Service)	\$7.50	\$7.50	\$8.50	\$9.00	\$9.00	\$9.00
Unduplicated Clients Projected	80	90	100	300	350	325
Actual Unduplicated Clients	94	68	287	84	68	N/A
Unduplicated Cost Per Client Goal	\$820.73	\$673.53	\$767.35	\$360.98	\$345.71	\$474.62
Unduplicated Cost Per Client Actual	\$701.60	\$947.54	\$329.36	\$1,691.54	\$1,929.95	N/A



2025 Senior Millage Funding

Monroe County Opportunity Program

Official Agency Name

Senior Activities at The Opportunity
Center

Program/Service

2025 Senior Millage Funding Application

Monroe County Opportunity Program

Official Agency Name

March 27, 2024

Date of Application

Senior Activities at The Opportunity Center

Program Type:

734-241-2775

Phone Number

1140 S. Telegraph Road

Mailing Address

Monroe

City

48161

Zip

Stephanie Zorn Kasprzak

Primary Contact Person

Executive Director

Title

Date organization was established:

06-14-1965

Which option below describes your organization?

For-Profit

Non-Profit

x

Government

Days and hours of service:

Monday- Friday, 10 am - 6 pm, plus every other Saturday 12 noon - 4 pm

Number of paid employees

Full time

46

Part time

15

Officers Information:		
Name	Title	County of Residence
Larry VanWasshenova	Chair	Monroe
David Swartout	Vice Chair	Monroe
Edward Sell	Treasurer	Monroe
Steve Latondress	Secretary	Monroe

2025 Program Summary

1. Describe the program for which funds are requested (Limit response to space provided):

The Opportunity Center at ALCC offers a variety of senior activities that promote socialization, healthy living, and education. The Opportunity Center has ongoing programs including: bingo, card games, fitness classes, ceramics, digital literacy (computer/cell phone usage), senior salon (nails/hair), canning, lifestyle medicine (lecture series and culinary medicine), mental health services, blood sugar and blood pressure checks, food pantry, social security screening application day, and preventative screenings for local seniors who are age 60 and over. Senior surveys are completed to gather feedback and input on activities offered at The Opportunity Center. MCOP and The Opportunity Center staff have also met with a variety of community partners to grow and expand the offering to seniors, including: Promedica Monroe Regional Hospital, Family Medical Center of Michigan, Monroe Family YMCA, and Disability Network. The Opportunity Center is expanding offerings for seniors in response to input from the surveys with a focus on healthy living (chair yoga, dance, balance, swimming), lunch and learns to promote educational information in conjunction with local partners (MMAP Counselors, Family Medical Center, and Vibrant Life), as well as the regular ongoing activities. MCOP will also plan programs that encourage intergenerational gathering like Grandparents Day, Family Fun Nights, potlucks for recipe sharing, and computer/social media workshops. Finally, MCOP has also brought resource advocacy, MMAP counseling, and senior food programs on-site to The Opportunity Center. To this end, our units have increased resulting in a larger request.

2. Explain the need for your program and its relevance to improving the quality of life for Monroe County seniors (Limit response to space provided):

The City of Monroe, and specifically the Orchard East neighborhood, is the largest pocket of poverty in Monroe County. Therefore, it is critical that programs and services be provided in the City of Monroe for seniors who may have limited transportation. The Opportunity Center is uniquely situated in the Orchard East neighborhood and is easily accessible for most City residents. Having opportunities in the neighborhood for residents to socialize, receive food, obtain services, and have educational opportunities meets a need for seniors in the City of Monroe.

2025 Program Summary Continued

3. What measures will you use to evaluate the success of your program (Limit response to space provided)?

The most significant measure of success for senior activities at The Opportunity Center will be active and growing participation. Since October 2019, attendance has been strong and that will be a key indicator of success. By using feedback from surveys, MCOP and The Opportunity Center anticipate growing numbers of people served and units produced. In addition, MCOP has added a customer satisfaction survey tool to The Opportunity Center activities. We will track and trend these surveys to ensure high quality of service being provided. Finally, each month MCOP and The Opportunity Center staff will analyze common measures, budget expenditures, and quality improvement (as we do for all programs) to make sure we are on target to meet our goals and have a high level of success.

4. Do you charge a mandatory direct fee to clients for your services? If yes, please provide details including fee amount (Limit response to space provided).

No, there is no mandatory direct fees at The Opportunity Center to participate in senior activities.

5. Indicate how many "COA" unduplicated clients you expect to serve in 2025?	<u>350.00</u>
6. How many seniors did you have to place on a wait list or were unable to serve in 2023 due to lack of resources? (documentation may be requested for verification purposes)	<u>0</u>
7. How much reserve funding (i.e. "fund balance" or "rainy day funds") do you have available for this program at this time?	<u>\$0.00</u>
8. How much did the 2023 actual revenue exceed (or fall short of) the 2023 actual expenditures for this program?	<u>\$0.00</u>

2025 Request

1. Number of Units Requested	13,000.00
2. Requested Unit Rate	\$9.00
3. Total Designation Requested (#1 x #2)	\$117,000.00

Explain any increases or decreases in number of units requested (#1) and/or requested unit rate (#2) from prior year (Limit response to space provided).

MCOP is requesting more units due to increase in programming and additional senior activities being offered at The Opportunity Center. In 2023, we provided 11,956.50 units and are projecting serving over 12,000 units in 2024. The increased request in units is necessary to meet the continued growth of this program.

Explain any increases or decreases in funding requested for salaries and/or operations from prior year (Limit response to space provided).

MCOP is requesting an increase in operations and salaries with anticipation of serving additional clients and bringing additional activities to The Opportunity Center for the seniors to participate in.

Check the appropriate "Unit of Service"

One Day	_____
One Dollar	_____
One Hour	_____ X _____
One Meal	_____
One Pound of Food	_____
1 - One-Way-Trip	_____

What is the total cost to you to provide one unit of this service? \$10.08

I assure the Monroe County Commission on Aging that all the information provided herein is current and accurate, and any Senior Millage Funds designated will be used expressly for the purposes requested, and that all services and activities will be operated in accordance with State and Federal Laws, Monroe County Commission on Aging Regulations, Policies and Procedures.

Stephanie Zorn Kasprzak
Print Name

Executive Director
Title

Signature

March 27, 2024
Date

Proposed Operations Budget for Calendar Year 2025

Provider: Monroe County Opportunity Program

Program: Senior Activities at The Opportunity Center

Operations	2024	2025	Difference	Revised 2025	Revised Difference
Advertising					
Central Services/Indirect Cost					
Client Program Supplies	\$4,000.00	\$7,000.00	\$3,000.00		
Client Transportation					
Conference/Training					
Contracted Services	\$1,500.00	\$12,400.00	\$10,900.00		
Direct Financial Assistance					
Dues/Fees/License					
Duplication/Printing	\$250.00	\$25.00	(\$225.00)		
Electric		\$500.00	\$500.00		
Employee/Volunteer Expenses					
Equipment Lease/Purchase					
Equipment Maintenance					
Facility Maintenance Contracts					
Food Purchase	\$16,000.00	\$25,000.00	\$9,000.00		
Fundraising Activities					
Gas (Facility)		\$500.00	\$500.00		
Home Modification Supplies/Equipment					
Internet					
Janitorial Supplies					
Kitchen Supplies/disposables	\$1,827.00	\$1,000.00	(\$827.00)		
Liability Insurance	\$1,500.00	\$3,000.00	\$1,500.00		
Newsletter Expense					
Office Equip. Repair & Maint.					
Office Supplies					
Postage	\$600.00	\$350.00	(\$250.00)		
Rent					
Staff travel	\$400.00		(\$400.00)		
Subscriptions/Manuals					
Telephone	\$300.00	\$300.00			
Trash/Lawn/Snow Care					
Vehicle Gas and Oil	\$500.00	\$500.00			
Vehicle Insurance	\$1,400.00	\$2,000.00	\$600.00		
Vehicle Lease/Purchase					
Vehicle Maintenance	\$500.00	\$500.00			
Volunteer Insurance					
Volunteer Meal Reimbursement					
Volunteer Recognition					
Volunteer Transport/Stipend Reimburse.					
Water		\$500.00	\$500.00		
Total Operations	\$28,777.00	\$53,575.00	\$24,798.00		

Proposed Annual Wages/Benefits Budget for Calendar Year 2025

Provider: Monroe County Opportunity Program

Program: Senior Activities at The Opportunity Center

Positions	2024	2025	Difference	Revised 2025	Revised Difference
Senior Activity Specialist	\$48,737.27	\$50,199.39	\$1,462.12		
Coordinator(s)	\$2,679.03		(\$2,679.03)		
Opportunity Center Manager	\$1,607.42	\$1,655.64	\$48.22		
Opportunity Center Director	\$1,474.28	\$1,518.51	\$44.23		
Executive Director		\$1,200.00	\$1,200.00		
Finance Director		\$800.00	\$800.00		
Health Hub Specialist		\$12,051.46	\$12,051.46		
Total Wages & Benefits	\$54,498.00	\$67,425.00	\$12,927.00		
Total Budget	\$83,275.00	\$121,000.00	\$37,725.00		

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					
Commission on Aging (COA)	\$81,000.00	\$117,000.00	\$36,000.00		
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					
Emergency Food Assistance Program					
Employee Ins. Cost share					
Fares					
Federal Section 5311					
Funds Raised	\$775.00	\$1,000.00	\$225.00		
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		
Total Revenue	\$83,275.00	\$121,000.00	\$37,725.00		
In-kind Description:				In-Kind Amount:	

Senior Activities at The Opportunity Center

Page 1 of 1



MemoryLane
CARE SERVICES

September 26, 2025

Mr. Jason Berry
Director
County of Monroe Michigan
Commission on Aging
965 South Raisinville Road
Monroe, Michigan 48161

Dear Mr. Berry:

MemoryLane Care Services is pleased to partner with the Monroe County Commission on Aging to provide adult day health services for residents of Monroe County. As of end of August 2025, MemoryLane Care Services expended our 480 contracted units of service with Monroe County Commission on Aging for the 2025 fiscal year.

On behalf of MemoryLane Care Services, we are respectfully requesting an additional 200 units for service for adult day services to Monroe County, MI residents who attend our adult day center. These additional units of service would be used between September 1, 2025 – December 31, 2025. We continue to experience an increased number of individuals participating in our program on an ongoing basis.

These additional funds would be of great support to families who use adult day services. We are truly grateful for the support from the Monroe County Commission on Aging and for the opportunity to work together in serving older adults and their family caregivers.

Thank you so much for your time and consideration. If you need additional information or would like to discuss this request further, please contact me at 419-720-4940 or sbollin@alzcareservices.org.

Sincerely,

Salli Bollin
Executive Director

Help • Compassion • Hope

www.memorylanecareservices.org | 419.720.4940
2500 N. Reynolds Road | Toledo, OH 43615

Commission on Aging Additional Funding Request

Organization Name: MmemoryLane Care Services Date: 10/23/2025

Authorized Representative: Salli Bollin Title: Executive Director

Program Name: Adult Day Services

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

Dollar Amounts \$38,400.00 Original Allocation 16,000 Additional Funding Requested

Contracted Units 480 Contracted Number of Units 200 New Number of Projected Units
\$80 Contracted Unit Rate \$80 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

Additional funding is being requested as the contracted amount of units of service for the 2025 calendar year were fully expended as of August 2025. MemoryLane continues to see an increased number of people from Monroe County, MI interested in participating in our adult day center and attending the Center regularly. In addition, people are remaining at our Center for longer periods of time since we transitioned to an adult day health model which allows to care for higher acuity and needs.

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?

The request for an increased number of units of service is due to the contracted number of units of service were expended in August 2025. We are not asking for an increased unit rate. We have experienced an increase in the average monthly units of service this year (FY2024 57.63 monthly average units vs YTD 2025 61.81 monthly average units of service.) It is anticipated approximately 730 units of service will be provided by year-end.

What Other Sources of Funding has 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? How well have fundraising events done?

We conduct fundraising and write grants to support the provision of adult day services. Foundations contributing to the operations of our adult day center this year to date include Wal-Mart and Toyota Dealer Matching Grant. A grant requested was submitted to the Monroe County Community Foundation but was not funded. We also conduct fundraising activities at least five times per year and a portion of funds raised supports the adult day center.

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?

Yes, cost sharing is included with this program based upon the Older Americans Act (OAA) Cost Share. Individuals self report their monthly income which is then uniformly applied to OAA Cost Share formula to determine a person's cost share amount. Individuals are provided service regardless if they are able or unable to contribute to the cost share.

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

If additional funding is not granted, a waiting list will be created for any new individuals wanting to enroll, and individuals currently participating in the program will have a limited number of days the person can attend the Center.



2025 Senior Millage Funding

MemoryLane Care Services aka
Alzheimer's and Dementia Care Services

Official Agency Name

Adult Day Services

Program/Service

2025 Senior Millage Funding Application

MemoryLane Care Services aka Alzheimer's and
Dementia Care Services

Official Agency Name

March 26, 2024

Date of Application

Adult Day Services

Program Type:

419-720-4940

Phone Number

2500 North Reynolds Road

Mailing Address

Toledo

City

43615

Zip

Salli Bollin

Primary Contact Person

Executive Director

Title

Date organization was established:

2016

Which option below describes your organization?

For-Profit

Non-Profit

X

Government

Days and hours of service:

Mondays - Fridays, 7:30 a.m. - 6:00 p.m

Number of paid employees

Full time

8

Part time

11

Officers Information:		
Name	Title	County of Residence
Alexander R. Catchings	Board Chair	Lucas
JoEllen Apgar	Board Vice Chair	Lucas
Eric M. Golus	Treasurer	Lucas
Phil Walton	Secretary	Wood
Michael Malone	Immediate Past Chair	Lucas
Anthony Thomas	Member	Lucas
Timothy Walsh	Member	Lucas
Diana Waugh	Member	Lucas

2025 Program Summary

1. Describe the program for which funds are requested (Limit response to space provided):

Funding is requested for individuals living in Monroe County, MI to utilize MemoryLane Care Services, Adult Day Services (ADS). ADS provides respite for family caregivers and a supportive, caring environment for those who attend the program. The overall goals are to improve quality of life, decrease social isolation, delay institutionalization, decrease hospitalizations and emergency room visits, and provide respite care. Individuals served by the program include family caregivers, frail older adults, and persons living with symptoms of or a diagnosis of dementia. Services include group and individual activities, interactive programs, music, exercise, nutritional services including a light breakfast, lunch and snacks, assistance with personal care including showers and assistance with toileting, nursing and social work services, medication administration, and transportation to and from the Center, if needed. For family caregivers, respite is provided, and information, referral and assistance, 1:1 caregiver education, and social work counseling are available as needed. In addition, support groups and caregiver education programs are available on a weekly basis, free of charge. ADS are open Mondays-Fridays, 7:30 a.m. - 5:30 p.m., occasional evenings and weekends, operates on a voluntary cost share model based upon the Older Americans Act, and services are based upon each individual family's needs, space and availability. The program uses a person-centered, family centered approach, maintains a six to one, participant to staff ratio, also employs an activity director, nurse and social worker and all staff receive specialized and ongoing training on aging, caring for older adults and supporting family caregivers. For those who attend the ADS program, it provides an opportunity for social interactions, to engage in meaningful and fun activities, and receive assistance, care and support in a safe, supportive atmosphere. Those who participate in the program often have one or more chronic and comorbid conditions and are at varying stages of cognitive impairment. The program gives family caregivers a break from daily caregiving responsibilities, the ability to remain employed, and an opportunity to address their

2. Explain the need for your program and its relevance to improving the quality of life for Monroe County seniors (Limit response to space provided):

The Family Caregiver Alliance (www.caregiver.org) reports approximately 34.2 million Americans provided unpaid care to an older adult (OA) in the past 12 months, and on a daily basis, are providing assistance and support with IADL's, ADL's, medical and nursing care and making decisions on behalf of an OA. In addition, many OA receiving care are also living with dementia; it is estimated that over 5.8 million Americans are living with age related dementia, and as the population continues to age, more individuals will be living with a progressive form of dementia. Dementia impairs a person's ability to reason, think, make sound judgements and decisions, and as it progresses, individuals often experience social isolation, alterations in mood, and increased difficulty with managing daily tasks of life. Studies also show that 70-80% of daily care is provided by family members in the person's home. Caregiving can be incredibly stressful and places enormous physical, emotional and financial strains on families and caregivers frequently struggle to meet their own needs. Caregivers lacking adequate support often become ill and socially isolated; the daily stressors of caregiving often have a negative impact on caregiver health, well-being and can cause premature disability and death. As older adults become ill, frail, and live with multiple chronic conditions, they often need assistance with care and can become socially isolated, lack proper nutrition and care. Adult day services (ADS) offers respite for family caregivers and a positive, safe and nurturing environment for older adults. Research shows caregivers who regularly use ADS, report less stress, remain in the workforce, feel supported, delay institutionalization and decrease hospital visits. ADS allows a break for caregivers, frees up time for caregivers to address their own needs and be involved in activities they may not otherwise pursue. Further, ADS provides opportunities for those who attend, to remain active in the community, exercise, engage in and maintain social interactions with others, participate in fun and meaningful activities in a positive, safe, and supportive atmosphere, and receive assistance and support with ADL's in order to reduce isolation and

3. What measures will you use to evaluate the success of your program (Limit response to space provided)?

Various measures are used to evaluate the success. Enrollment and ongoing participation in ADS is a measure of daily success. MLCS staff and Board of Directors evaluate utilization monthly for participation, inquiries, follow-up and service units. Quarterly, the staff and Board evaluate the effectiveness of marketing and promotional efforts. MLCS participates in annual reviews conducted by the Monroe Commission on Aging and Area Office on Aging. Internal impact and satisfaction surveys are conducted with families enrolled in ADS each year to gather feedback, satisfaction, areas of improvement, unmet needs and if ADS improved quality of life. Families who discharge from ADS are surveyed for satisfaction, reason for discharge and impact. These surveys are analyzed and summarized each year, results are shared with the Board and staff. Findings are discussed, areas of strength or needing improvement are identified and influence operations, policies and procedures, and programming. ADS is evaluated from a fiscal perspective, monthly and annually, so it is operating with financially sound practices in an efficient manner. An annual fiscal audit is completed by an outside accounting firm to ensure proper financial procedures and internal controls are followed. As issues arise surrounding ADS, they are reviewed by the staff and Board; plans of action and correction are developed to ensure the program offers high quality services and achieves desired outcomes.

4. Do you charge a mandatory direct fee to clients for your services? If yes, please provide details including fee amount (Limit response to space provided).

There is not a mandatory fee for clients to attend the adult day services program or to utilize the ADS transportation services. ADS and ADS transportation operates on a voluntary cost share model based upon the Older Americans Act. The voluntary cost share contribution that is recommended to families wishing to enroll in the ADS program is based upon a self-declared income of the individual who will attend the center. Everyone wishing to enroll in ADS completes a cost share application based upon Older Americans Act guidelines. Fees are then determined based upon the self-declared income reported. Individuals are not denied services based upon their ability to pay, refusal to participate in the voluntary cost share program are not they terminated from the program if they do not contribute to the cost share.

5. Indicate how many "COA" unduplicated clients you expect to serve in 2025?	<u>18.00</u>
6. How many seniors did you have to place on a wait list or were unable to serve in 2022 due to lack of resources? (documentation may be requested for verification purposes)	<u>0</u>
7. How much reserve funding (i.e. "fund balance" or "rainy day funds") do you have available for this program at this time?	<u>\$18,194.00</u>
8. How much did the 2023 actual revenue exceed (or fall short of) the 2023 actual expenditures for this program?	<u>-\$20,350.00</u>

2025 Request

1. Number of Units Requested	480.00
2. Requested Unit Rate	\$80.00
3. Total Designation Requested (#1 x #2)	\$38,400.00

Explain any increases or decreases in number of units requested (#1) and/or requested unit rate (#2) from prior year (Limit response to space provided).

This request includes an increase in the number of units and the unit rate from the prior year. The increase in units of service is due to an increased number of individuals from Monroe County attending ADS and an increase in the number of days individuals are attending ADS from the prior year. An increase in the unit rate is due to an increase in staff wages in order to remain competitive in hiring individuals to provide direct care services in the ADS program and an increase in costs related to operating the program and program supplies.

Explain any increases or decreases in funding requested for salaries and/or operations from prior year (Limit response to space provided).

The increase in funding for salaries is due to wage increases and increased health insurance costs experienced in 2023 and 2024. Due to the workforce shortage and the desire to retain staff, MLCS increased payrates in both 2023 and 2024. Increases in utility rates, meals and snacks, cleaning costs, and program supplies were experienced in 2023 and it is anticipated they will increase or have increased in 2024.

Check the appropriate "Unit of Service"

One Day	X
One Dollar	
One Hour	
One Meal	
One Pound of Food	
1 - One-Way-Trip	

What is the total cost to you to provide one unit of this service? \$131 - \$160

I assure the Monroe County Commission on Aging that all the information provided herein is current and accurate, and any Senior Millage Funds designated will be used expressly for the purposes requested, and that all services and activities will be operated in accordance with State and Federal Laws, Monroe County Commission on Aging Regulations, Policies and Procedures.

Salli Bollin

Print Name

Executive Director

Title

Signature

March 26, 2024

Date

Proposed Operations Budget for Calendar Year 2025

Provider: MemoryLane Care Services

Program: Adult Day Services

Operations	2024	2025	Difference	Revised 2025	Revised Difference
Advertising	250.00	600.00	350.00	1,200.00	600.00
Central Services/Indirect Cost					
Client Program Supplies	300.00	900.00	600.00	1,400.00	500.00
Client Transportation	2,785.30	4,680.00	1,894.70	9,380.00	4,700.00
Conference/Training	50.00	100.00	50.00	300.00	200.00
Contracted Services	150.00	600.00	450.00	800.00	200.00
Direct Financial Assistance					
Dues/Fees/License	524.50	600.00	75.50	600.00	
Duplication/Printing					
Electric	336.00	1,000.00	664.00	1,300.00	300.00
Employee/Volunteer Expenses	50.00	150.00	100.00	200.00	50.00
Equipment Lease/Purchase	168.00	300.00	132.00	400.00	100.00
Equipment Maintenance	240.00	450.00	210.00	500.00	50.00
Facility Maintenance Contracts	396.00	800.00	404.00	1,200.00	400.00
Food Purchase	1,829.50	4,200.00	2,370.50	5,800.00	1,600.00
Fundraising Activities					
Gas (Facility)	137.00	450.00	313.00	650.00	337.00
Home Modification Supplies/Equipment					
Internet	103.00	300.00	197.00	308.00	8.00
Janitorial Supplies	100.00	300.00	200.00	700.00	400.00
Kitchen Supplies/disposables	299.50	600.00	300.50	800.00	200.00
Liability Insurance	322.00	600.00	278.00	800.00	200.00
Newsletter Expense					
Office Equip. Repair & Maint.	62.50	180.00	117.50	320.00	140.00
Office Supplies					
Postage	31.50	93.00	61.50	150.00	57.00
Rent	1,837.80	3,676.00	1,838.20	5,100.00	1,424.00
Staff travel	60.00	100.00	40.00	120.00	20.00
Subscriptions/Manuals					
Telephone	44.50	98.00	53.50	180.00	82.00
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	65.00	140.00	75.00	250.00	110.00
Total Operations	10,142.10	20,917.00	10,774.90	32,458.00	11,678.00

Proposed Annual Wages/Benefits Budget for Calendar Year 2025

Provider: MemoryLane Care Services

Program: Adult Day Services

Positions	2024	2025	Difference	Revised 2025	Revised Difference
Outside Personnel - Payroll	135.00	300.00	165.00	300.00	
Outside Personnel - Accounting	792.00	4,800.00	4,008.00	4,800.00	
Administrative Coordinator				2,400.00	2,400.00
Direct ADS Program Staff	6,430.00	18,659.00	12,229.00	28,659.00	10,000.00
Activity Director	2,080.00	7,000.00	4,920.00	7,203.00	203.00
Nurse &Adult Day Services Director	712.50	1,200.00	487.50	16,300.00	15,100.00
Social Worker	1,760.00	5,550.00	3,790.00	7,000.00	1,450.00
Total Wages & Benefits	11,909.50	37,509.00	25,599.50	66,662.00	29,153.00
Total Budget	22,051.60	58,426.00	36,374.40	99,120.00	40,831.00

Revenue Sources for Calendar Year 2025

Provider: MemoryLane Care Services

Program: Adult Day Services

Revenue Sources	2024	2025	Difference	Revised 2025	Revised Difference
Area Agency on Aging 1-B					
Client Cost Share	4,181.60	10,526.00	6,344.40	26,000.00	15,474.00
Commission on Aging (COA)	9,120.00	38,400.00	29,280.00	54,400.00	16,000.00
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	3,750.00	4,500.00	750.00	8,720.00	4,220.00
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					
Grants	\$5,000.00	\$5,000.00		\$10,000.00	\$5,000.00
Total Revenue	\$22,051.60	\$58,426.00	\$36,374.40	\$99,120.00	\$40,694.00
In-kind Description:				In-Kind Amount:	

Adult Day Services

Page 1 of 1

**Ash Senior Citizens
700 Carleton Rockwood Rd
Carleton, MI 48117**

Date: October 29, 2025

Re: Ash Senior Citizens Budget Amount Increase

Dear Board Member,

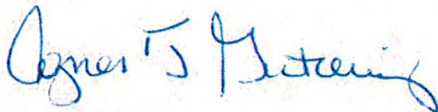
Thank you for your time to review this request for the Ash Senior Citizens.

In reviewing the remaining budget for 2025 with Jason Berry, we did confirm that we will be out of budget before the end of the year. Our budget is short \$8,110.03. In 2024, there was a steady increase in new members. In the current times for rising prices, the cost for food and supplies went up also. Also in 2024, the Carleton VFW board members increased the weekly hall rental from \$175.00 to \$215.00.

At the beginning of the October 8, 2025 lunch gathering, we completed an open vote to increase the yearly membership dues from \$15.00 to \$20.00, as well as the weekly lunch and take out meals for \$5.00 to \$6.00. Both votes passed unanimously.

In the decision, the Board decides not to grant this request; Ash Senior Citizens does have a saving account that is holding about 25% of the budget to withdraw from. We will review the 2026 Senior Village Funding Application accordingly,

Respectfully submitted,



Agnes T Gutierrez
Ash Senior Citizen Treasurer

Commission on Aging Additional Funding Request

Organization Name: Ash Senior Citizens **Date:** October 29, 2025

Authorized Representative: Agnes T Gutierrez **Title:** Treasurer

Program Name: Ash Senior Citizens

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

Dollar Amounts \$24,330.09 Original Allocation X Additional Funding Requested
for \$8,110.03

Contracted Units 2.553 Contracted Number of Units 3,404 New Number of Projected Units
\$9.53 Contracted Unit Rate \$9.53 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

In 2024, with the increase of members, increase in the monthly hall rental cost and the increase of food/groceries cost, we used our annual cost budget in 10 months. In 2025, we are seeing an increase in membership and the cost of food/groceries and the more catering help, we will out of budget before the year end. Reviewed this with Jason Berry to confirm that we will be out of budget before end of year.,

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 has 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? How well have fundraising events done?

There was no approach to foundations or fund sources. We have a monthly Share the Wealth (50/50). This brings in under \$200.00 on a monthly basis.

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?

Members gather every Monday for lunch and friendly gathering. They pay \$5.00 for a catered lunch. They, also, pay \$5.00 for a meal to take home.

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

If this request is not granted, we have a saving account with funds to be 25% of the annual budget that can be used. We, recently, voted in to increase our annual dues to \$20.00 from \$15.00 and increase our lunch meals to \$6.00 from \$5.00.

Ash Senior Citizen - Income Expense Statement

Income 2024

Date	Extra		Share the			Comm. On		
	Meals	Meals	Donations	Wealth	Dues	Ash Twp	Aging	Total
Jan Total	\$ 905.00	\$ 220.00	\$ 4.00	\$ 232.00	\$ 300.00	\$ -	\$ 835.55	\$ 2,496.55
Feb Total	\$ 1,125.00	\$ 261.00	\$ 10.00	\$ 121.00	\$ 30.00	\$ -	\$ 1,772.58	\$ 3,319.58
Mar Total	\$ 1,160.00	\$ 245.00	\$ 10.00	\$ 142.00	\$ 75.00	\$ -	\$ 2,363.44	\$ 3,995.44
April Total	\$ 1,365.00	\$ 260.00	\$ 25.00	\$ 141.00	\$ 90.00	\$ 2,500.00	\$ 2,258.61	\$ 6,639.61
May Total	\$ 625.00	\$ 205.00	\$ 160.00	\$ -	\$ 60.00	\$ -	\$ 2,811.35	\$ 3,861.35
June Total	\$ 1,150.00	\$ 365.00	\$ 10.00	\$ 156.00	\$ 45.00	\$ -	\$ 1,972.71	\$ 3,698.71
July Total	\$ 1,545.00	\$ 354.00	\$ 10.00	\$ 145.00	\$ 15.00	\$ -	\$ 2,763.70	\$ 4,832.70
Aug Total	\$ 1,250.00	\$ 260.00	\$ -	\$ 176.00	\$ 21.00	\$ -	\$ -	\$ 1,707.00
Sept Total	\$ 1,225.00	\$ 290.00	\$ 5.00	\$ 152.00	\$ -	\$ -	\$ 5,918.13	\$ 7,590.13
Oct Total	\$ 1,290.00	\$ 337.00	\$ 20.00	\$ 167.00	\$ 73.00	\$ -	\$ 2,477.00	\$ 4,364.00
Nov Total	\$ 1,195.00	\$ 325.00	\$ -	\$ 161.00	\$ 315.00	\$ -	\$ 1,992.68	\$ 3,988.68
Dec Total	\$ 1,230.00	\$ 290.00	\$ -	\$ 166.00	\$ 435.00	\$ -	\$ -	\$ 2,121.00

Income 2025

Date	Extra		Share the			Comm. On		
	Meals	Meals	Donations	Wealth	Dues	Ash Twp	Aging	Total
Jan Total	\$ 970.00	\$ 260.00	\$ 5.00	\$ 176.00	\$ 285.00	\$ -	\$ -	\$ 1,696.00
Feb Total	\$ 1,085.00	\$ 302.00	\$ -	\$ 122.00	\$ 135.00	\$ -	\$ 2,029.89	\$ 3,673.89
Mar Total	\$ 1,625.00	\$ 295.00	\$ -	\$ 172.00	\$ 45.00	\$ -	\$ 2,468.77	\$ 4,605.77
April Total	\$ 1,295.00	\$ 340.00	\$ -	\$ 155.00	\$ 30.00	\$ 5,000.00	\$ 3,240.20	\$ 10,060.20
May Total	\$ 735.00	\$ 220.00	\$ 170.00	\$ -	\$ 15.00	\$ -	\$ -	\$ 1,140.00
June Total	\$ 1,355.00	\$ 340.00	\$ 5.00	\$ 151.00	\$ -	\$ -	\$ 2,839.94	\$ 4,690.94
July Total	\$ 1,325.00	\$ 360.00	\$ -	\$ 160.00	\$ 22.50	\$ -	\$ 5,251.03	\$ 7,118.53
Aug Total	\$ 1,370.00	\$ 415.00	\$ -	\$ 156.00	\$ 15.00	\$ -	\$ -	\$ 1,956.00
Sept Total	\$ 1,445.00	\$ 365.00	\$ -	\$ 153.00	\$ 7.50	\$ -	\$ 6,099.20	\$ 8,069.70
Oct Total								\$ -
Nov Total								\$ -
Dec Total								\$ -



2025 Senior Millage Funding

Ash Senior Citizens
Official Agency Name

Meals
Program/Service

2025 Senior Millage Funding Application

Ash Senior Citizens
Official Agency Name

March 26, 2024
Date of Application

Meals
Program Type:

(734)790-4601
Phone Number

PO Box 21
Mailing Address

Carleton
City

48117
Zip

Agnes T Gutierrez
Primary Contact Person

Treasurer
Title

Date organization was established: September 6, 1969

Which option below describes your organization?

For-Profit _____

Non-Profit X

Government _____

Days and hours of service: Every Monday, 10:30am to 3:30pm, no major holidays

Number of paid employees Full time 0 Part time 0

Officers Information:		
Name	Title	County of Residence
Michael Goode	President	Monroe
Sharon McKnight	Vice President	Monroe
Daphnia Davis	Secretary	Monroe
Agnes Gutierrez	Treasurer	Monroe
Virginia Wheeler	Social Secretary	Monroe

2025 Program Summary

1. Describe the program for which funds are requested (Limit response to space provided):

We provide a safe venue for local seniors to enjoy the company of others, and to share a delicious catered meal. We, also, update seniors on upcoming forums that provide them with pertinent information, The Monroe County Library provides a variety of books, movies and music, for the pleasure of our seniors to take home and enjoy. After our meal, games are played such as Bingo, Euchre, and Bunco, with an opportunity to win a small monetary gift.

2. Explain the need for your program and its relevance to improving the quality of life for Monroe County seniors (Limit response to space provided):

We provide the opportunity for seniors to socialize with old friends and to make memories. Since our organization is for those 55 years and older, it gives them a safe venue to come and enjoy others, eat a meal, and play games for a small monetary gift.

2025 Program Summary Continued

3. What measures will you use to evaluate the success of your program (Limit response to space provided)?

With the membership limited to 55 years and older, we celebrate the many members we have in their 90's who attend regularly. We strive to increase our membership to continue our 50 years plus organization.

4. Do you charge a mandatory direct fee to clients for your services? If yes, please provide details including fee amount (Limit response to space provided).

Our membership fee is \$15.00 yearly. Our catered meal is \$5.00 with an option of a take-home meal for \$5.00.

5. Indicate how many "COA" unduplicated clients you expect to serve in 2025?

120.00

6. How many seniors did you have to place on a wait list or were unable to serve in 2022 due to lack of resources? (documentation may be requested for verification purposes)

0

7. How much reserve funding (i.e. "fund balance" or "rainy day funds") do you have available for this program at this time?

\$12,000.00

8. How much did the 2023 actual revenue exceed (or fall short of) the 2023 actual expenditures for this program?

\$1,000.00

2025 Request

1. Number of Units Requested

2,553.00

2. Requested Unit Rate

\$9.53

3. Total Designation Requested (#1 x #2)

\$24,330.09

Explain any increases or decreases in number of units requested (#1) and/or requested unit rate (#2) from prior year (Limit response to space provided).

Requesting the same funding as in prior year.

Explain any increases or decreases in funding requested for salaries and/or operations from prior year (Limit response to space provided).

Not requesting for an increase at this time.

Check the appropriate "Unit of Service"

One Day

One Dollar

One Hour

One Meal

One Pound of Food

1 - One-Way-Trip

X

What is the total cost to you to provide one unit of this service?

\$18.40

I assure the Monroe County Commission on Aging that all the information provided herein is current and accurate, and any Senior Millage Funds designated will be used expressly for the purposes requested, and that all services and activities will be operated in accordance with State and Federal Laws, Monroe County Commission on Aging Regulations, Policies and Procedures.

Agnes T Gutierrez

Print Name

Agnes T Gutierrez

Signature

Treasurer

Title

03 26 2024

Date

Proposed Operations Budget for Calendar Year 2025

Provider: Ash Senior Citizens

Program: Meals

Operations	2024	2025	Difference	Revised 2025	Revised Difference
Advertising	\$150.00	\$150.00			
Central Services/Indirect Cost	\$140.00	\$140.00			
Client Program Supplies					
Client Transportation					
Conference/Training					
Contracted Services	\$350.00	\$350.00			
Direct Financial Assistance					
Dues/Fees/License	\$20.00	\$20.00			
Duplication/Printing					
Electric	\$360.00	\$360.00			
Employee/Volunteer Expenses					
Equipment Lease/Purchase					
Equipment Maintenance					
Facility Maintenance Contracts					
Food Purchase	\$12,125.00	\$12,125.00		\$16,235.03	\$4,110.03
Fundraising Activities	\$240.00	\$240.00			
Gas (Facility)					
Home Modification Supplies/Equipment					
Internet					
Janitorial Supplies					
Kitchen Supplies/disposables	\$695.00	\$695.00			
Liability Insurance	\$200.00	\$200.00			
Newsletter Expense					
Office Equip. Repair & Maint.					
Office Supplies	\$295.00	\$295.00			
Postage	\$65.00	\$65.00			
Rent	\$8,855.00	\$10,750.00	\$1,895.00		
Staff travel					
Subscriptions/Manuals					
Telephone	\$200.00	\$200.00			
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	\$23,695.00	\$25,590.00	\$1,895.00		

Provider: Ash Senior Citizens

Program: Meals

De... ..

Revenue Sources for Calendar Year 2025

Provider: Ash Senior Citizens
Program: Meals

Revenue Sources	2024	2025	Difference	Revised 2025	Revised Difference
Area Agency on Aging 1-B					
Client Cost Share					
Commission on Aging (COA)	\$22,425.00	\$22,425.00		\$32,440.12	\$8,110.03
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	\$9,000.00	\$9,000.00			
Dues	\$1,000.00	\$1,000.00			
Emergency Food Assistance Program					
Employee Ins. Cost share					
Fares					
Federal Section 5311					
Funds Raised	\$2,500.00	\$2,500.00			
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					
Ash Township	\$5,000.00	\$5,000.00			
Total Revenue	\$29,925.00	\$29,925.00			
In-kind contributions				In-kind amounts	

Ash Senior Citizens

Stein,

Current Budget (2024)						Proposed Budget (2025)				
Position	Mandatory Benefits **	Discretionary Benefits ***	Benefits Total	Annual Wages	Wages and Benefits Total*	Mandatory Benefits **	Discretionary Benefits ***	Benefits Total	Annual Wages	Wages and Benefits Total*
Caterer				\$13,028.00	\$13,028.00				\$13,028.00	\$13,028.00
Vice President				\$840.00	\$840.00				\$840.00	\$840.00
Secretary				\$840.00	\$840.00				\$840.00	\$840.00
Treasurer				\$840.00	\$840.00				\$840.00	\$840.00
Social Secretary				\$840.00	\$840.00				\$840.00	\$840.00
Total				\$16,398.00	\$16,398.00				\$16,398.00	\$16,398.00
*Wages and Benefits Total (column F, row 36) must equal Total Expenses (column B, row 83) of the Proposed Annual Wages/Benefits Worksheet						*Wages and Benefits Total (column L, row 36) must equal Total Expenses (column C, row 83) of the Proposed Annual Wages/Benefits Worksheet				
** Mandatory Benefits include: FICA, Medicare, Social Security, Worker Comp, and Unemployment Insurance						*** Discretionary Benefits include: Pension, Retirement, 401K, Health, Dental, Optical, RX Insurance, Long-Term/Short-Term Disability Ins., and Others				



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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Secretary

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Wayne Meehan

Paul Simonton

Madonna Burkit

Monroe County COA Compliance Verification Evaluation Report

Agency: Milan Seniors for Healthy Living

Programs: Senior Activity Center, Transportation Services, Home Delivered Meals, and Resource Advocacy

Date: 10/06/2025

The Commission on Aging Compliance Verification Evaluation for this program was completed on August 14, 2025. 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 Senior Activity Center (5), Transportation (5), Resource Advocacy (5), and Home Delivered Meals (5) services reviewed was based on 5% of the number of participants the program served in 2024. 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 Results:

The review highlighted areas of non-compliance that required a comprehensive examination of all invoices submitted by the Milan Seniors for Healthy Living to the County of Monroe. Specifically, while transportation services were fully supported, documentation for other programs was inconsistent, and some services were provided to individuals who did not meet the residency or age requirements (i.e., they were not Monroe County residents or were under 60). The findings from the ensuing full review are detailed below:

A comprehensive review identified the following amounts that must be returned to the County of Monroe due to services provided to ineligible individuals (those residing outside the county or under age 60):

- Meals on Wheels (Finding #1): \$390.50 for out-of-county clients.
- Resource Advocacy/Aging in Action (Finding #2): \$598.50 for out-of-county clients and \$299.25 for clients under 60 years of age.
- Senior Center Activity (Finding #3): \$60.00 for out-of-county clients.

Total Required Reimbursement: A check totaling **\$1,348.25** is required.

Please send the payment to: Monroe County 125 East Second Street Monroe, MI 48161-2197 Attention: Crystal Comer



Commission On Aging

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Per Policy# MCCOA 15-3 (below), 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 list the reason(s) for disputing the finding.

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.



Milan Seniors for Healthy Living

empowering healthy aging & enhancing quality of life

October 8, 2025

RE: Program Compliance Evaluation

Meals on Wheels (#1)

1. The MOW finding was human, clerical error.
2. In the past, we input in Washtenaw County residents (did not assign them to COA).
 - a. Clerical mistakes happened and some got tagged as Monroe Conuty.
3. Staff worked quickly and did not check their work.
4. Volunteers weren't trained/overseen properly.

Aging in Action (#2)

1. The AiA finding was human, clerical error.
2. In the past, we input in Washtenaw County residents (did not assign them to COA).
 - b. Clerical mistakes happened and some got tagged as Monroe Conuty.
3. Staff worked quickly and did not check their work.
4. Volunteers weren't trained/overseen properly.

Senior Activity Center (#3)

1. The SAC finding was human, clerical error.
2. In the past, we input in Washtenaw County residents (did not assign them to COA).
 - c. Clerical mistakes happened and some got tagged as Monroe Conuty.
3. Staff worked quickly and did not check their work.
4. Volunteers weren't trained/overseen properly.

MSHL sincerely apologizes for the errors we made while inputting data. We have taken measures to correct these issues which include:

- Not inputting Washtenaw County residents in Peer Place.
- Staff have been instructed to slow down and check their work.
- We are also having a second person verify the information before submitting it.
- Volunteers will receive more/better training before working in Peer Place.

Payment submitted. Amount: \$1348.25 Check #: 3134 Date: September 3, 2025

Summary of Strategic Recommendations for AgeWays in Monroe County (N=252)

Key Priority Areas

Area	Top Actions & Needs Addressed	Key Statistics
Healthcare Access	Fund affordable dental and hearing care; implement pain and chronic condition support; expand fall prevention tailored for the setting.	28% unmet dental; 19% unmet hearing; 30% pain prevalence; 23% fear of falling.
Social & Caregiving	Develop programs to combat social isolation , addressing transportation and financial barriers; strengthen caregiver support (resources/financial aid); maintain vigilance for elder abuse.	32% insufficient social contact; 18% caregivers lack support.
Home Safety	Offer subsidized home modifications (grab bars/railings); partner for affordable minor/major home repairs .	20% need safety features; 39% cite cost as repair barrier.
Transportation	Enhance door-to-door services, especially in rural areas, to reduce missed appointments; increase awareness of alternative transit options.	9% have major barriers; 8% miss medical appointments.
Financial Support	Strengthen outreach to maximize benefit enrollment (e.g., veterans', energy assistance, cell phones); provide financial counseling .	53% unsure/not receiving eligible benefits; 11% struggle to pay bills.
Engagement	Use digital campaigns (internet 78%, social media 61%) to promote services; expand senior center programming (e.g., exercise/health classes) for the local audience.	13% need exercise programs; 9% need health classes.

Conclusion

Monroe County's 43,638 seniors aged 60+ face greater health and transportation challenges than the overall sample, with significant dental/hearing care needs and financial strain. Home maintenance, affordable housing, and benefit enrollment are critical unmet needs. The rural (36%) and suburban (40%) settings require targeted outreach, and digital platforms offer potential despite lower internet use. AgeWays should prioritize cost-effective healthcare, home modifications, transportation, and financial support to improve quality of life for Monroe County's older adults.