Monroe County Commission on Aging
Regular Board Meeting
February 8, 2017
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- None
8. Consent Agenda
   A. Approval of Minutes of January 11, 2017 Regular Board Meeting
   B. Strategic Planning Committee Notes
   C. Finance Reports
   D. Correspondence- None
   E. Formal Agency Reports- None
9. Director’s Report
10. Old Business- None
11. New Business
   A. Monroe Center for Healthy Aging Equipment Request
   B. Proposed Ramp Program Service Definition
12. Public Comment
13. Commission Members’ Comments
14. Adjournment

The next Regular Board meeting will be on Wednesday, March 8, 2017, 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
Monroe County Commission on Aging

Regular Board Meeting Minutes

January 11, 2017

Commission on Aging Office

Jeff McBee, Director, called the meeting to order at 1:01 p.m.

Members present: Richard Gunn, Paul Iacoangeli, Martin Kaufman, Pam LaPan, Cynthia McIlvain, Cheryl Rivard, Paul Simonton, and Nancy Wain

Member excused: Gail Hauser-Hurley

Jeff McBee, Director, led the Pledge of Allegiance and silent prayer.

Swearing in of Board Members by Deputy Clerk, Lisa Sanders:
Lisa Sanders, Deputy Clerk, administered the swearing in ceremony for returning board members Richard Gunn, Paul Iacoangeli, Martin Kaufman, Pam LaPan, Cynthia McIlvain, Paul Simonton, Cheryl Rivard, and Nancy Wain. Excused member Gail Hauser-Hurley is required to be sworn in at the County Clerk’s office at her convenience.

Review of Organizational Meeting Procedures:
Jeff McBee, Director, reviewed the purpose of the Organizational Meeting shall be to elect a Chairperson, Vice-Chairperson, and any other designated officers, and administer oaths if necessary. The Board may also transact any other business properly brought before it.

Election of Chairperson:
Jeff McBee, Director, opened nominations for Chairperson for calendar year 2017.

Paul Simonton moved to nominate Martin Kaufman to remain as Chairperson for calendar year 2017.

Richard Gunn made a motion to close nomination of Chairperson.

Cynthia McIlvain made a motion to declare Martin Kaufman as Chairman for Calendar year 2017. Supported by Cheryl Rivard.

Roll call
Cynthia McIlvain - Yes        Cheryl Rivard – Yes             Nancy Wain – Yes
Paul Simonton – Yes    Paul Iacoangeli – Yes             Martin Kaufman - Abstain
Pam LaPan – Yes          Richard Gunn – Yes

Motion carried.

Chairman Kaufman presided over the remainder of the meeting.

Election of Vice-Chairperson:
Chairman Kaufman opened nominations for Vice-Chairperson for calendar year 2017.
Nancy Wain moved to nominate Richard Gunn to remain as Vice-Chairperson for calendar year 2017. Supported by Pam LaPan.

Cheryl Rivard made a motion to close nomination of Vice-Chairperson. Supported by Pam LaPan. Motion carried.

Cynthia McIlvain made a motion to declare Richard Gunn as Vice-Chairman for Calendar year 2017. Supported by Nancy Wain.

Roll call  
Cheryl Rivard – Yes  Nancy Wain – Yes  Paul Simonton – Yes  
Paul Iacoangeli – Yes  Martin Kaufman – Yes  Pam LaPan – Yes  
Richard Gunn – Abstain  Cynthia McIlvain – Yes  
Motion carried.

Election of Secretary:  
Chairman Kaufman opened nominations for Secretary for calendar year 2017.

Cynthia McIlvain moved to nominate Cheryl Rivard to remain as Secretary for calendar year 2017. Supported by Nancy Wain. Motion carried.

Richard Gunn made a motion to close nomination of Secretary. Supported by Paul Simonton. Motion carried.

Pam LaPan made a motion to declare Cheryl Rivard as Secretary for Calendar year 2017. Supported by Nancy Wain.

Roll call  
Nancy Wain – Yes  Paul Simonton – Yes  Paul Iacoangeli – Yes  
Martin Kaufman – Yes  Pam LaPan – Yes  Richard Gunn – Yes  
Cynthia McIlvain – Yes  Cheryl Rivard – Abstain  
Motion carried.

Approval of the Agenda:  
Pam LaPan made a motion to approve the January 11, 2017, Regular Board Meeting Agenda as presented. Support by Nancy Wain. Motion carried

Public Comment:  
Floreine Mentel, AAA 1-B Advisory Board Member, congratulated the Commission on their reappointments.

Sandie Pierce, Executive Director, Monroe Center for Healthy Aging, announced and invited everyone to the centers Open House on Thursday, January 19, 2017, from 12:00 p.m. to 1:30 p.m.

Special Presentations: None
Consent Agenda:
A. Approval of Regular Meeting Minutes of December 14, 2016
B. Strategic Planning Committee Report- No Meeting
C. Finance Reports of Preliminary December 2016
D. Correspondence Report – Area Agency on Aging 1-B Year-End Updates
E. Formal Agency Reports -- None

Pam LaPan made a motion to approve the Consent Agenda as presented and place on file. Support by Richard Gunn. Motion carried.

Directors' Report:
Jeff McBee reported the following:
  o Common Measures Report
The November 2016 Common Measures Reports provides the Commission with the providers cumulative unduplicated clients served vs. anticipated, cumulative units provided vs. maximum, cumulative payments vs. reported expenditures, and cost per unduplicated clients (Year-to-Date).

  o COA Website Views
The monthly analytics snap shot shows how many hits the COA website received and the category most visited. During the month of December 369, individuals visited the site with Home Delivered Meals being the most visited category.

  o Waitlist/Service Not Provided Summary
Mr. McBee reported that there were nine individuals on the waitlist during November 25, 2016 through December 25, 2016.

The Area Aging on Aging 1-B is in the process of seeking vendors for all nine seniors.

  o Referral's by Zip Code Report
The report identifies referrals made by COA staff, the type of service, and the zip code of the requester.

  o System Navigation Referral's
The System Navigation Referral has started September 2016. Seniors who contact COA that are determined to need system navigation assistance are directly referred to the MCOP via email for one-on-one service from a senior advocate. The MCOP staff emails the COA staff with an update of the status of the referral following contact with the senior. This process has gone very well.

  o Provider Referral Report
The Provider Referral Report is a report of where new provider clients were referred.

Old Business: None
New Business: None

Public Comment:
Stephanie Kasprzak, Executive Director, Monroe County Opportunity Program, reported that the large number of units in Resource Advocacy is due to the complicated and intensive time spent on Medicare Medicaid Assistance Program (MMAP) counseling.

Commission Members’ Comments:
Chairman Kaufman is pleased that everyone was reappointed to the Commission.

Adjournment:
Richard Gunn made a motion to adjourn. Supported by Cheryl Rivard. Motion carried. Meeting adjourned at 1:31 p.m.

The next Regular Board meeting will be held on Wednesday, February 8, 2017 at 1:00 p.m. at the Monroe County Commission on Aging, 965 South Raisinville Road, Monroe, MI 48161.

Vicky L. Terrasi, Recording Secretary
Monroe County Commission on Aging Strategic Planning Committee Meeting Notes
Commission on Aging
February 2, 2017

Present: Cheryl Rivard, Marty Kaufman, Paul Simonton, Nancy Wain, Vicky Terrasi, and Jeff McBee. Mike Smith from Project Ramp was present for Item #1.

Cheryl Rivard began the meeting at 2:00 p.m.

1. **Ramp Program Service Definition:**
   The committee reviewed the proposed definition, suggested adding “and related expenses” to items 5 and 6, and recommends approval to the full Board.

2. **Monroe Center for Healthy Aging Equipment Request:**
   The committee reviewed the request and recommends that it not be approved due to limited contingency funds and 11 months remaining the budget year.

3. **Potential 2018 Line-Item Transfer Change:**
   The committee discussed the possibility of removing the requirement for line-item transfer requests in the 2018 with the new budget format. The committee suggested receiving more input from providers before further consideration.

4. **Budget Process Preparation:**
   The Committee reviewed the budget calendar and suggested following the same process as last year, with the possible exception of combining hearings for Ash and Berlin senior groups.

The meeting adjourned at 3:40 p.m.
The next meeting is scheduled for March 2, 2017 at 2:00 p.m. at the Commission on Aging.

Jeff McBee, Recording Secretary
COA Director’s Report Items (02/08/17)

1. Common Measures Reports - Included in Packet

2. COA Website Views - Included in Packet

3. December Waitlist/Service not Provided Summary - Included in Packet

4. Strategic Plan Updates - Included in Packet

5. Clients Served by Zip Code Reports – Included in Packet
<table>
<thead>
<tr>
<th>Provider/Program</th>
<th>Cumulative Units Reported</th>
<th>Unit Maximum</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Frenchtown Adult Day Services</td>
<td>8,838.50</td>
<td>10,989.00</td>
<td>80%</td>
</tr>
<tr>
<td>Berlin Township Senior Citizens Group</td>
<td>2,370.00</td>
<td>2,808.00</td>
<td>84%</td>
</tr>
<tr>
<td>Ash Senior Citizens</td>
<td>2,243.00</td>
<td>2,500.00</td>
<td>90%</td>
</tr>
<tr>
<td>Deaf &amp; Hearing Impaired Services</td>
<td>1,222.00</td>
<td>1,276.00</td>
<td>96%</td>
</tr>
<tr>
<td>MCOP-Home Care</td>
<td>5,534.50</td>
<td>5,593.00</td>
<td>99%</td>
</tr>
<tr>
<td>Lake Erie Transportation Commission</td>
<td>21,015.00</td>
<td>21,042.00</td>
<td>100%</td>
</tr>
<tr>
<td>MCOP-Specialized Transportation</td>
<td>7,078.65</td>
<td>7,079.00</td>
<td>100%</td>
</tr>
<tr>
<td>MCOP-Home Injury Control</td>
<td>4,910.00</td>
<td>4,910.00</td>
<td>100%</td>
</tr>
<tr>
<td>MCOP-Unmet Emergency Needs</td>
<td>6,500.00</td>
<td>6,500.00</td>
<td>100%</td>
</tr>
<tr>
<td>MCOP-Utility Assistance Program</td>
<td>10,616.00</td>
<td>10,616.00</td>
<td>100%</td>
</tr>
<tr>
<td>Self and Family Behavioral Healthcare</td>
<td>180.00</td>
<td>180.00</td>
<td>100%</td>
</tr>
<tr>
<td>Milan Seniors for Healthy Living</td>
<td>8,882.20</td>
<td>8,598.00</td>
<td>103%</td>
</tr>
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<td>Frenchtown Senior Citizens Center</td>
<td>34,451.25</td>
<td>32,760.00</td>
<td>105%</td>
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<td>Monroe County Senior Legal Services</td>
<td>3,135.20</td>
<td>2,916.00</td>
<td>108%</td>
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<td>Dundee Area Senior Citizens Center</td>
<td>31,164.70</td>
<td>28,000.00</td>
<td>111%</td>
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<td>Bedford Senior Community Center</td>
<td>41,111.17</td>
<td>35,986.00</td>
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<td>Monroe Senior Citizens Center</td>
<td>85,857.10</td>
<td>75,000.00</td>
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<td>Milan Seniors Transportation</td>
<td>1,062.00</td>
<td>924.00</td>
<td>115%</td>
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<td>8,861.50</td>
<td>7,600.00</td>
<td>117%</td>
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<td>MCOP-Home Chore</td>
<td>4,367.00</td>
<td>3,500.00</td>
<td>125%</td>
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<td>Health Van</td>
<td>3,964.00</td>
<td>3,000.00</td>
<td>132%</td>
</tr>
<tr>
<td>Living Independence for Everyone</td>
<td>135,482.00</td>
<td>102,232.00</td>
<td>133%</td>
</tr>
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<td>Alzheimer's Association</td>
<td>359.50</td>
<td>270.00</td>
<td>133%</td>
</tr>
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<td>RSVP</td>
<td>45,109.14</td>
<td>24,960.00</td>
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<td>MCOP-Food Assistance Program</td>
<td>206,369.00</td>
<td>113,730.00</td>
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<tr>
<td>Area Agency on Aging 1-B</td>
<td>23,885.99</td>
<td>12,929.00</td>
<td>185%</td>
</tr>
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Table B.
Unduplicated Clients Served vs. Anticipated Clients Served
(Goal is to be at least 95%)
As of: December

<table>
<thead>
<tr>
<th>Provider/Program</th>
<th>Cumulative Unduplicated Clients</th>
<th>Anticipated Clients Served</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Milan Seniors Transportation</td>
<td>18</td>
<td>95</td>
<td>19%</td>
</tr>
<tr>
<td>Ash Senior Citizens</td>
<td>80</td>
<td>129</td>
<td>62%</td>
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<tr>
<td>Alzheimer's Association</td>
<td>5</td>
<td>8</td>
<td>63%</td>
</tr>
<tr>
<td>Deaf &amp; Hearing Impaired Services</td>
<td>126</td>
<td>175</td>
<td>72%</td>
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<tr>
<td>Milan Seniors for Healthy Living</td>
<td>192</td>
<td>255</td>
<td>75%</td>
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<tr>
<td>RSVP</td>
<td>267</td>
<td>350</td>
<td>76%</td>
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<tr>
<td>Self and Family Behavioral Healthcare</td>
<td>17</td>
<td>20</td>
<td>85%</td>
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<tr>
<td>Monroe Senior Citizens Center</td>
<td>1,549</td>
<td>1,725</td>
<td>90%</td>
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<td>MCOP-Specialized Transportation</td>
<td>337</td>
<td>375</td>
<td>90%</td>
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<td>Lake Erie Transportation Commission</td>
<td>639</td>
<td>700</td>
<td>91%</td>
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<td>Berlin Township Senior Citizens Group</td>
<td>90</td>
<td>91</td>
<td>99%</td>
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<tr>
<td>MCOP-Home Chore</td>
<td>359</td>
<td>350</td>
<td>103%</td>
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<tr>
<td>Monroe County Senior Legal Services</td>
<td>1,096</td>
<td>1,040</td>
<td>105%</td>
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<tr>
<td>Frenchtown Adult Day Services</td>
<td>35</td>
<td>33</td>
<td>106%</td>
</tr>
<tr>
<td>Living Independence for Everyone</td>
<td>1,268</td>
<td>1,190</td>
<td>107%</td>
</tr>
<tr>
<td>Area Agency on Aging 1-B</td>
<td>160</td>
<td>150</td>
<td>107%</td>
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<tr>
<td>MCOP-Unmet Emergency Needs</td>
<td>16</td>
<td>15</td>
<td>107%</td>
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<tr>
<td>Frenchtown Senior Citizens Center</td>
<td>1,084</td>
<td>1,000</td>
<td>108%</td>
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<tr>
<td>MCOP-Home Injury Control</td>
<td>74</td>
<td>68</td>
<td>109%</td>
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<tr>
<td>MCOP-Utility Assistance Program</td>
<td>34</td>
<td>30</td>
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<td>Bedford Senior Community Center</td>
<td>973</td>
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<td>MCOP-Food Assistance Program</td>
<td>977</td>
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<td>1,487</td>
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<td>118</td>
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<td>Dundee Area Senior Citizens Center</td>
<td>451</td>
<td>300</td>
<td>150%</td>
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<tr>
<td>Health Van</td>
<td>254</td>
<td>100</td>
<td>254%</td>
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</tbody>
</table>
### Table C.
**Payment vs Reported Expenses**
(Goal is to be between 90% - 110%)
As of: December

<table>
<thead>
<tr>
<th>Provider/Program</th>
<th>Cumulative Payment</th>
<th>Cumulative Expenses</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ash Senior Citizens</td>
<td>$20,119.71</td>
<td>$21,091.49</td>
<td>95%</td>
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<tr>
<td>Monroe Senior Citizens Center</td>
<td>$285,002.09</td>
<td>$293,190.65</td>
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<td>Berlin Township Senior Citizens Group</td>
<td>$13,437.90</td>
<td>$13,764.00</td>
<td>98%</td>
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<td>Area Agency on Aging 1-B</td>
<td>$190,315.00</td>
<td>$191,916.83</td>
<td>99%</td>
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<td>$79,800.00</td>
<td>$79,800.64</td>
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<td>MCOP-Food Assistance Program</td>
<td>$71,650.00</td>
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<td>MCOP-Resource Advocacy</td>
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<td>100%</td>
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<td>Alzheimer's Association</td>
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<td>$17,820.00</td>
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<td>Frenchtown Adult Day Services</td>
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<td>$20,000.00</td>
<td>100%</td>
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<tr>
<td>Frenchtown Senior Citizens Center</td>
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<td>Health Van</td>
<td>$60,870.00</td>
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<td>100%</td>
</tr>
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<tr>
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<td>100%</td>
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<tr>
<td>MCOP-Utility Assistance Program</td>
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<td>100%</td>
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<td>Milan Seniors Transportation</td>
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<td>100%</td>
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<tr>
<td>Self and Family Behavioral Healthcare</td>
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<td>100%</td>
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<td>$92,536.84</td>
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<td>Lake Erie Transportation Commission</td>
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<td>Bedford Senior Community Center</td>
<td>$205,840.00</td>
<td>$205,777.00</td>
<td>100%</td>
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<tr>
<td>Deaf &amp; Hearing Impaired Services</td>
<td>$23,313.72</td>
<td>$23,288.76</td>
<td>100%</td>
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<td>Dundee Area Senior Citizens Center</td>
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<td>$166,818.19</td>
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<td>$41,940.00</td>
<td>103%</td>
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<td>RSVP</td>
<td>$37,440.00</td>
<td>$37,440.00</td>
<td>100%</td>
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<td>Living Independence for Everyone</td>
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<td>$372,745.59</td>
<td>107%</td>
</tr>
<tr>
<td>Provider/Program</td>
<td>Cost Per Unduplicated Client</td>
<td>Unduplicated Cost Goal</td>
<td>Percent</td>
</tr>
<tr>
<td>------------------------------------------</td>
<td>------------------------------</td>
<td>------------------------</td>
<td>---------</td>
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<tr>
<td>Health Van</td>
<td>$239.65</td>
<td>$608.70</td>
<td>39%</td>
</tr>
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<td>MCOP-Food Assistance Program</td>
<td>$73.34</td>
<td>$116.90</td>
<td>63%</td>
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<td>$378.71</td>
<td>$569.33</td>
<td>67%</td>
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<td>$74.72</td>
<td>$92.59</td>
<td>81%</td>
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<td>Berlin Township Senior Citizens Group</td>
<td>$149.31</td>
<td>$174.97</td>
<td>85%</td>
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<td>$211.55</td>
<td>$242.16</td>
<td>87%</td>
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<td>$353.87</td>
<td>88%</td>
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<td>$72.21</td>
<td>92%</td>
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<td>$165.61</td>
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<td>92%</td>
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<td>Area Agency on Aging 1-B</td>
<td>$1,189.47</td>
<td>$1,268.77</td>
<td>94%</td>
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<td>MCOP-Unmet Emergency Needs</td>
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<td>94%</td>
</tr>
<tr>
<td>Living Independence for Everyone</td>
<td>$314.44</td>
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<td>94%</td>
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<td>Frenchtown Adult Day Services</td>
<td>$571.43</td>
<td>$606.06</td>
<td>94%</td>
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<td>Monroe County Senior Legal Services</td>
<td>$180.20</td>
<td>$189.90</td>
<td>95%</td>
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<td>MCOP-Home Chore</td>
<td>$222.28</td>
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<td>Deaf &amp; Hearing Impaired Services</td>
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# Commission on Aging

**All Users**
1.92% Pageviews

## Report Tab

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<thead>
<tr>
<th>Page Description</th>
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<td>% of Total: 8.5% (19,577)</td>
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55. /officials_and_departments/departments/commission_on_aging/about_us/service_definitions.php

56. /officials_and_departments/departments/commission_on_aging/medical_services/medical_alert_systems.php

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To: Commission on Aging Board Members  
From: Jeff McBee  
Date: January 31, 2017  
RE: Waitlist/Requested Service Not Provided- January

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 2016 through January 25th of 2017:

**AAA 1-B Community Living Program**
- 5 seniors were unable to be served. AAA 1-B is in the process of seeking vendors for all 5 seniors.
Focus Area #1: Awareness & Outreach

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

Work Group Response:
The work group agreed with the needs assessment summary and supporting information with the exception of the last sentence of the summary, as it does not appear to apply to this focus area. However, the group agreed that the statement should be addressed by other work groups.

Goal #1:
Increase the awareness of senior millage funded services as evidenced by an increase in the number of unduplicated clients for all services combined and an increase in individual programs clients at least consistent with the rate of population increase.

Action Steps:
1. Develop a marketing and branding strategy for senior millage funded services.
   A. Utilize newspapers, newsletters, local radio and cable access television for Public Service Announcements (PSA’s).
      • **Update February 2017:** A press release regarding COA funded services was sent to all local newspapers and a PSA was sent to local radio stations.
   B. Develop a list of potential community partners to share information with.
   C. Determine methods of evaluating effectiveness of outreach and awareness efforts.
      • **Update July 2016:** COA staff created a report to benchmark and monitor service levels throughout the County by zip code on a quarterly basis.
   D. Review AAA 1-B branding study/strategy.
      • **Update July 2016:** The Outreach & Awareness sub-committee completed a review of the study / strategy.
Focus Area #10: Geographical Issues

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

Work Group Response:
The group was in overall agreement that the summary with the exception of the need for a "satellite office." There was a consensus that this would likely not be an effective use of resources and a targeted approach to high traffic areas/times would be the best way to reach seniors in the identified areas.

Goal:
Increase utilization of services among the lowest served areas.

Action Steps:
1. Develop a person-to-person volunteer “Community Ambassador” program.
   - Update August 2016: A RSVP Community Ambassador job description has been developed.

2. Utilize existing services in these areas to establish information disseminating sites.

3. Place advertisements in newspapers and township newsletters.
   - Updated December 2016: COA post cards have been sent to local township administrations for distribution.
   - Update February 2017: A press release regarding COA funded services was sent to all local newspapers and a PSA was sent to local radio stations.

4. Distribution of Commission on Aging brochure to all area meals on wheels clients.
   - Update August 2016: Commission on Aging brochures have been provided to all Bedford meals on wheels clients.
## Clients Served by Zip Code

### 2016 Through the 4th Quarter

<table>
<thead>
<tr>
<th>Zip Code</th>
<th>Zip Name</th>
<th>60+ Population</th>
<th>Clients Served</th>
<th>Percent Served</th>
<th>Gain</th>
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<td>1,865</td>
<td>35.5%</td>
<td>2.9%</td>
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<tr>
<td>48177</td>
<td>Samaria</td>
<td>46</td>
<td>16</td>
<td>34.8%</td>
<td>8.7%</td>
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<tr>
<td>48157</td>
<td>Luna Pier</td>
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<td>90</td>
<td>30.4%</td>
<td>3.4%</td>
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<tr>
<td>48162</td>
<td>Monroe 2</td>
<td>6,571</td>
<td>1,980</td>
<td>30.1%</td>
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<td>48145</td>
<td>LaSalle</td>
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<td>24.3%</td>
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<td>377</td>
<td>22.5%</td>
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<td>48140</td>
<td>Ida</td>
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<td>122</td>
<td>22.1%</td>
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<td>220</td>
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<td>Petersburg</td>
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<td>195</td>
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<tr>
<td>48144</td>
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<td>13.4%</td>
<td>1.2%</td>
</tr>
<tr>
<td>48179</td>
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<td>730</td>
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<td>12.7%</td>
<td>0.9%</td>
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<td>992</td>
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(Based on 2014 American Community Survey Data)

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<th>Zip Code</th>
<th>Zip Name</th>
<th>60+ Population</th>
<th>Clients Served</th>
<th>Percent Served</th>
<th>Gain</th>
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<td>NA</td>
<td>NA</td>
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<td>10.0%</td>
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<tr>
<td>48160</td>
<td>Milan</td>
<td>793</td>
<td>230</td>
<td>29.0%</td>
<td>5.0%</td>
</tr>
<tr>
<td>49229</td>
<td>Ridgeway</td>
<td>23</td>
<td>5</td>
<td>21.7%</td>
<td>8.7%</td>
</tr>
<tr>
<td>48191</td>
<td>Willis</td>
<td>30</td>
<td>6</td>
<td>20.0%</td>
<td>3.3%</td>
</tr>
<tr>
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<td>Deerfield</td>
<td>45</td>
<td>7</td>
<td>15.6%</td>
<td>2.3%</td>
</tr>
<tr>
<td>48134</td>
<td>Flat Rock</td>
<td>157</td>
<td>20</td>
<td>12.7%</td>
<td>0.0%</td>
</tr>
<tr>
<td>49276</td>
<td>Riga</td>
<td>60</td>
<td>5</td>
<td>8.3%</td>
<td>3.3%</td>
</tr>
<tr>
<td>48164</td>
<td>New Boston</td>
<td>13</td>
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<td>0.0%</td>
<td>0.0%</td>
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</table>

(Based on 2010 Census Data- Monroe County portions only)

<table>
<thead>
<tr>
<th>Zip Code</th>
<th>Zip Name</th>
<th>60+ Population</th>
<th>Clients Served</th>
<th>Percent Served</th>
<th>Gain</th>
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</thead>
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<tr>
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<td>32,074</td>
<td>7,557</td>
<td>23.6%</td>
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</table>
# Clients Served by Zip Code

## 2016 Per Quarter

<table>
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<th>Zip Name</th>
<th>1st Quarter</th>
<th>2nd Quarter</th>
<th>3rd Quarter</th>
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<td>1</td>
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<td>237</td>
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<td>279</td>
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<td>149</td>
<td>156</td>
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<td>Flat Rock</td>
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<tr>
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<td>Lambertville</td>
<td>194</td>
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<td>Willis</td>
<td>3</td>
<td>5</td>
<td>4</td>
<td>6</td>
</tr>
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</tr>
<tr>
<td>49270</td>
<td>Petersburg</td>
<td>107</td>
<td>119</td>
<td>129</td>
<td>134</td>
</tr>
<tr>
<td>49276</td>
<td>Riga</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>3</td>
</tr>
</tbody>
</table>

| Monroe County | 5,097 | 5,050 | 4,852 | 5,113 |
Mr. Jeff Mc Bee, Director; and
Monroe Commission on Aging Members
965 South Raisinville Road
Monroe, MI 48161

Dear Commissioners:

RE: One-Time Only Project Funding

As we begin the New Year with some renewed resolutions to become healthier, we are asking your consideration of funding for $4,420 for a NuStep T4R Recumbent Cross Trainer to add to our array of exercise equipment at the Monroe Center for Healthy Aging. Regular exercise is important to seniors to help maintain independence, mobility, wellness, and quality of life and can help to prevent and improve many diseases and conditions according to the National Institute on Aging. This Recumbent Cross Trainer would help to reach a broader group than we currently reach because of its design.

Many seniors cannot perform high-impact activities such as running or stair stepping as a form of cardiovascular exercise due to joint pain. Seniors unable to perform traditional forms of cardiovascular exercise turn to cross trainer machines for a low-impact, full body workout. The cross trainer is a machine developed to replicate walking, running or stair stepping in a low-impact manner. When used as directed, cross trainers machines reduce many obstacles such as pain and discomfort associated with exercise. Based on the speed and resistance levels, cross trainer workouts can vary from low to high intensity to benefit the cardiovascular system.

The NuStep T4R provides a smooth and natural motion that delivers a low impact, inclusive total-body cardiovascular and strengthening workout for virtually all users. In addition to offering a great cardiovascular workout, cross trainer machines work the muscles of the upper and lower body including the triceps, biceps, quadriceps, hamstrings, glutes and calves.

A price quotation and description of the equipment are attached. Thank you in advance for your consideration. Please let me know if you have any questions or need additional information. I'd welcome the opportunity to discuss this with you at your next meeting.

In community service,

Sandra M. Pierce
Executive Director

Attachments

The Monroe Center for Healthy Aging is committed to improving the quality of life for older adults in Monroe County.
The T4r provides a smooth and natural motion that delivers a low impact, inclusive, total-body cardiovascular and strengthening workout for virtually all users.

Get a low impact workout with high impact results.

Interested in purchasing a NuStep or want to learn more?

REQUEST PRICING

AS LOW AS $89/MONTH

See financing terms

*For U.S. home purchases only

Product Details

- **NEW SteddyLock™** mechanism to lock arm handles and leg pedals when needed
- Engaging total-body workout
- Smooth and natural movement that's easy on the joints
- Display screen that's easy to read and use
- Sturdy grab ring and comfortable 360° swivel seat with arm supports to help you get on and off the machine easily
- Added stability with sturdy foot pedals
- Simple arm adjustments
- Battery operated (4 AA batteries)
- Footprint 5' x 2.25' x 3.75' (152 x 69 x 115 cm)
- Fits users from 4'6" - 6'4" (137 - 193 cm)
- Accommodates users up to 400 lbs. (181 kg)
- U.S. Patents: 6,042,518; 6,361,479; 6,666,790; and patents pending

Success Stories & Testimonials

"That machine is going to change my life."

O’Neal Hampton discovered NuStep during his time on the TV show, "The Biggest Loser." He exercised on our incumbent cross trainers because the workout was low impact and didn’t hurt his knees. After he lost the weight, he again used NuStep to recover from his double knee replacements.

Watch O’Neal Hampton’s Story

"It’s a remarkable machine."

I feel good about myself. I physically feel better every day... Finding this NuStep was a remarkable thing.

Watch Hans Schuler’s Story

http://www.nustep.com/our-products/t4r/
**Customer Information**

**Sold To:**
Monroe Center for Healthy Aging  
15275 South Dixie Highway  
Monroe, Michigan 48161

**Ship To:**
Monroe Center for Healthy Aging  
15275 South Dixie Highway  
Monroe, Michigan 48161

**Billing Point of Contact:**  
Sandie Pierce  
Ph: (734) 241-0404  
sandie@monroecfr.org

**Direct Fitness Sales Team:**
Mark Kwialkowski - Regional Sales Manager  
Ph: (248) 755-5748  
Fax: (947) 278-4588  
markk@directfitnesssolutions.com

Holly Stinchuck - Inside Sales  
Ph: (224) 422-0102  
Fax: (947) 278-4588  
hollys@directfitnesssolutions.com

**CARDIO**

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<th>Product Description</th>
<th>Line Item Description</th>
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<td>NuStep T4R Recumbent Cross Trainer</td>
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<td>$3,995.00</td>
<td>$3,995.00</td>
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**FREIGHT**

<table>
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<th>Quantity</th>
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<th>Product Description</th>
<th>Line Item Description</th>
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</thead>
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**INSTALL.**

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**SubTotal**  $4,420.00  
**Estimated Tax**  
**Grand Total**  $4,420.00  

www.directfitnesssolutions.com
T4R Recumbent Cross Trainer - New
by NUSTEP

$5,500.00 $4,995.00
(You save $505.00)

All New T4r provides a smooth and natural motion that delivers a low impact, inclusive, total-body cardiovascular and strengthening workout for virtually all users. Get a low impact workout with high impact results.

SKU: T4R

QTY: 1
ADD TO CART

DESCRIPTION • REVIEWS • QUESTIONS & ANSWERS • VIDEOS •

NUSTEP T4R RECUMBENT CROSS TRAINER
All New T4r provides a smooth and natural motion that delivers a low impact, inclusive, total-body cardiovascular and strengthening workout for virtually all users. Get a low impact workout with high impact results.

FEATURES:

• HiLow® /dualCalx™ mechanism to lock arm handles and leg pedals when needed
• Hand grips
• Smooth and natural motion that's easy on the joints
• Sturdy grabbing and comfortable 360° swivel seat with arm supports
• Simple arm and foot adjustments
• Footprint: 5' x 2.25W x 3.75H (152 x 69 x 95 cm)
• Includes a free 12-months warranty, 1-year parts, and 90-day labor
• Accommodates users up to 400 lbs. (181 kg)

Download Brochure: Click Here

Fixed Freight $149 - need white glove service - Call or email for a quote

New Source Medical Supply
$ 4,995
Service Name: Ramp Program (PROPOSED)

Date Adopted:

Date Revised:

Service Definition: Installation of an external ramp system for an eligible senior.

Unit of Service: $1.00 towards the actual cost of the installation of a ramp.

Minimum Requirements:

1. Any ramp that is estimated to exceed $5,000 requires COA Board approval prior to construction.

2. Service providers must have a system for documenting clients served, and client service satisfaction, which shall be available for review during the COA compliance evaluation.

3. Each program must maintain a record of homes adapted, including date of referral, date work completed, tasks performed, materials used, cost and sources of payment.

4. All safety devices installed must at a minimum conform to local building codes and meet ADA safety standards.

5. Funds must be used to purchase materials and related expenses.

6. Payment will be processed upon receipt of a detailed invoice for all materials and related expenses.