

**Senior Millage Allocation Committee**  
**April 6, 2012 8:00 a.m.**  
**Calhoun County Building**  
**315 W Green St., Marshall Michigan 49068**

The meeting was called to order at 8:06 a.m. by Vice-Chairman, Jill Booth.

**Members Present:** Rod Auton, Arlene Bolton, Jill Booth, Ralph Moore, Jim Haadsma, Art Kale, Joanne Konkle, Jennie Hoffmann, Eusebio Solis,

**Members Absent:** Willie Tabb, Julie Camp-Siefke, Shirley Clutter

**Staff Present:** Carl Gibson, Rodna Stealy, Brad Wilcox

**Approval of the Agenda:**

Moore made a motion to approve the Agenda, Konkle supported. ***Motion Carried.***

**Approval of Minutes:**

Konklemade a motion to approve the minutes from April 6, 2011Bolton supported the motion.  
***Motion Carried.***

**Reports**

Gibson reviewed the Contract Spending Report and The YTD Balance Sheet. Hoffmann made a motion to approve the reports. Bolton seconded the motion. ***Motion Carried***

**Information & Discussion**

Discussion was held regarding the option to change the meeting date to the last Friday of the month. Members agreed to keep the meeting on the first Friday of the month. They felt that if there were financial issues that needed their attention the office would notify them right away so they are comfortable with the financial reports as they are currently presented.

Gibson reported that the Marshall Senior Fair held yesterday was a success, with 50 vendors present and over 200 seniors in attendance. There was a lot of socialization going on as well as a lot of information distributed.

Gibson reported that Senior Services Inc. has reported that in the transition of meals from Community Action to Senior Services Inc. there were a significant of liquid meals many of which were being delivered to group homes. Those homes have received a letter from the Office of Senior Services, explaining that they are responsible for providing meals, per their licensing with the State. Therefore we will not be delivering liquid meals through our Home Delivered Meals provider after April 30, 2012.

Gibson reported that there was a letter sent to the Board of Commissioners regarding complaints about Transportation Dispatch Services. The letter was signed by several senior citizens who utilize the service and have had some experiences that they are concerned about. Members discussed transportation issues and possible steps to help with the problems. Most items in the letter had already been addressed. Gibson provided responses from LifeCare to each of the issues mentioned in the letter. LifeCare is responding and following up on these issues.

## **Continuing Business:**

### Strategic Planning

Gibson and Auton reported on the April 2, meeting of the Strategic Planning committee. A draft version of the Strategic Plan map was distributed for comment; it proposes combining columns B and C and reducing the number of boxes that duplicate process.

Wilcox presented a model of the plan strategic planning process and steps with application to RFP & Purchasing.

- Needs Assessment
- Multiple Year Contracts
- Strategic Contracts
- Performance Based Contracts

Wilcox explained the necessary steps to get things done may make the time line a little longer that we had hoped but, there are necessary steps to get the best results.

### Member Terms

Gibson addressed the subject of Membership Terms-- Willie Tabb, Rod Auton, and Jennie Hoffman terms expire on April 30, 2012. Requests have gone to the Board of Commissioners to re-appoint these members. Solis and Perry resigned via email one month earlier. Solis announced his resignation from SMAC due to work and professional commitments.

Gibson will put a notice in the papers of openings on the Senior Millage Allocation Committee.

### Update Forks Senior Center

Kale reported that Forks Senior Center may have to move from their current location as Albion Public Schools is planning to close that building due to budget issues. The Forks Senior Center is not in a position to support utilities and building maintenance for the entire building at this time so it may become necessary for them to relocate. Members discussed possible sites for relocation and support.

### PERS

Gibson noted that he had a meeting with Lifespan regarding the 35 clients they currently have on a wait list, asking them to release those clients so that they can be served by our other PERS provider. Lifespan was not willing to release those clients. Members suggested that all PERS requests go to the Area Agency on Aging and be referred to the provider who has openings. They feel clients should not be put on a wait list if one provider has openings and is able to start service right away.

Gibson requested the committee approve up to \$19,999 to be spent for a consultant to do a needs assessment. Auton made a motion to authorize funds for needs assessment with Area Agency on Aging up to \$19,999. to be spent, with Administrator approval. Moore supported the motion. **Motion Carried.**

Gibson requested and Moore made a motion to approve up to \$19,999 for a temporary manager for Strategic Planning and Program Assessment (with Administrator approval). Auton supported the motion. **Motion Carried.**

Gibson stated there is no pre-selected candidate and these would need to approval by County Administration.

Gibson discussed the support of Project Fresh; a service through Area Agency on Aging and suggested that this committee support the project up to \$5000. Members discussed this project but there was no motion to support at this time.

**Adjourned 9:55 a.m.**

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**Next Meeting: May 4, 2012**