

# Senior Millage Allocation Committee

Virtual Meeting by Zoom

Friday, August 7, 2020 8:00 am – 10:00 am

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## MINUTES

**A huge thank you to everyone who worked so hard to renew the Senior Millage!**

- 1) **SMAC meeting calling to order by Chairperson Gary Tompkins at 8:01am. Roll called.**
  - **Attending:** Michelle Hill, Gary Tompkins, Bob Lyng, Yvonne Chapman (left at 10:02am), Willie Tabb, Jim Powers, Rochelle Hatcher, Diane Peters, Richard Lindsey, Tom Hunsdorfer (arrived at 8:05am), Teresa Schell (arrived at 8:05am), Art Kale (arrived at 8:11am, left at 9:25am)
  - **Excused:** Jill Booth
- 2) **Approval of Agenda**
  - Motion to accept agenda – **Lyng & Lindsey: Motion, Second. Roll call vote taken. Motion carried, 10-0 with one absent and two excused.**
- 3) **Approval of the minutes of the July 2, 2020 SMAC meeting**
  - Motion to accept minutes – **Powers & Lindsey: Motion, Second. Roll call vote taken. Motion carried, 9-0, with one absent and three excused.**
- 4) **Introductions and Citizen’s Comments**
  - **Introductions:** Jeff Short, Housing Manager, Community Action; Paulette Porter, Program Manager – Special Initiatives, CareWell Services; Lance Satterthwaite, Consultant, Humanergy; Brad Wilcox, Assistant Administrator, Calhoun County; Bob Copeland, CEO, Guardian Finance & Advocacy Services; Linda Grap, Director, Senior Health Partners; Jen Bomba, Community Development Director, Calhoun County; Greg Allen, Talons Out Honor Flight volunteer; Luann Sommers, Executive Director, Forks Senior Center
- 5) **Review the agenda for the August 28 Strategic Planning Session**

Introduction of **Lance Satterthwaite, Strategic Planning Consultant with Humanergy, Inc.** 2020 Strategic Planning will be held virtually via Zoom, from 9am to 1pm. We will be utilizing Zoom breakout rooms for smaller discussions. If you have topics you would like to see discussed, please get that feedback to Manager Helen Guzzo by Monday, August 10, 5pm.
- 6) **Special Presentations: Calhoun County Demographic Report & Mid-Year Reports Summary**

Specialist Kate Turner reported the findings of the office’s demographic report, compiled from the previous three year’s vendor data. Demographics to focus on: 60-to-64 year olds; men; Asian, Black & Latino seniors; underserved rural townships; areas of high poverty, especially the City of Springfield. Manager Helen Guzzo reviewed the mid-year reports summary and is encouraged to see the number of seniors served was only down 400 seniors from last year’s mid-year numbers. Spending is also slightly down, and the budget will continue to be closely monitored.

### **Calhoun County Senior Services Mission:**

*Enhance, promote, and ensure the availability of needed quality services for Calhoun County seniors through the effective and efficient allocation of County Senior Millage resources.*

## 7) Reports

### a. Senior Millage Budget Report

Wilder Creek Conservation Club returned their mini-grant of \$750 as their event was cancelled. Property taxes, Firekeeper's, and PPT came in a little less than budgeted. Program spending will continue to be closely tracked, paying attention to underspent programs who may be able to release dollars to reallocate to other programs. Administrative spending is down due to the Administrative Assistant position remaining vacant, and Manager Helen Guzzo and Specialist Kate Turner being furloughed in June and July. In September, Senior Millage will stop paying the rent for Heritage Commons. Oaklawn has agreed to store Heritage Commons' assets at no cost while the committee looks for a permanent location. The former Goodwill location, in the strip mall with Family Fare and Kmart, is being look at. Bob Lyng wonders about a space in the Redfield Plaza, next to Mega Bev. Richard Lindsey will connect with the new MAEDA CEO to get him on board. Conversation about SMAC's desire to see Heritage Commons incorporate into their own 501©3 entity.

### b. Manager's Report

Covered in detail throughout new business items. As planning begins for 2021, there is a concern that in-person events may still not be feasible next spring, which would impact the Senior Fair and the Centenarian's Luncheon. To promote healthy aging, the office is putting together a visual storytelling display to celebrate our county's Centenarians, entitled Centenarians of Calhoun County. Staff and SMAC members will interview centenarians, and the physical display can travel around the county. There will also be digital components to the project. Richard Lindsey shared Spring Arbor University is working on a Marshall history project that could line up nicely with this.

## 8) New Business

**Action: Roll Call Votes**

### a. Move the September SMAC meeting: Sept. 4 to Sept. 11

To allow the Senior Strategic Projects review subcommittee time to review all proposals, the September meeting needs to move back a week. The format for September's meeting is TBD.

**Powers & Lindsey: Motion, Second. Roll call vote taken. Motion carried 11-0, with two excused.**

### b. 2021 RFP Amounts for 11 programs, all for three-year terms

Manager Helen Guzzo is expecting to release the contractual RFP on September 14. Guzzo also shared she has yet to receive a revised property tax forecast from the county. Previously a 3% increase was predicted, but Guzzo is assuming that is no longer the case. Conversation about Senior Center contracts, particularly Heritage Commons, moving to one or two years instead of three years, due to the COVID uncertainty and concerns about Heritage Commons finding a permanent location.

**Peters & Lyng: Motion, Second. Roll call vote taken. Motion carried 10-0, with three excused.**

### c. CareWell Services PERS Supplemental Request - \$5,000

Paulette Porter, program manager of special initiatives, gave a brief explanation on the need for the supplemental funding. Due to COVID-19, new recipients are receiving wireless units because vendor staff cannot go into homes to install landline units. The issue is that wireless units cost \$31 a month, whereas landline units cost \$12/month, so CareWell has seen an increase in cost. Conversation on landline service not being maintained in rural areas, whereas other rural areas do not receive reliable wireless service. **Lyng & Hill: Motion, Second. Roll call vote taken. Motion carried 11-0 with two excused.**

- d. CareWell Services Hearing and Vision Promotion Supplemental Request - \$2,500 each, total of \$5,000**  
**Powers & Lindsey: Motion, Second. Roll call vote taken. Motion carried 11-0 with two excused.**
- e. Community Action Minor Home Supplemental Request - \$80,000**  
Jeff Short, the Housing Manager with Community Action, spoke about the continued need for supplemental funding. Minor Home Repair currently has a waitlist of 21 seniors, and this funding would cover their projects along with any emergency requests through the end of the year. Community Action typically sees an uptick in calls in the fall and winter as people fire up their furnaces for the first time in months only to find they no longer work. Projects are currently taking longer than normal due to intakes being conducted virtually. Short explains the \$64,000 for direct services will be paid directly to the contractors completing the jobs, while the \$16,000 for admin costs pays for staff costs and other overhead costs. Minor Home Repair has a higher admin rate than other programs because it is such an intake-intensive program. Staff must verify age, residence, ownership, and income, conduct before and after inspections, and ensure contractors are following COVID-19 safety guidelines. Manager Helen Guzzo explains this funding would come from dollars that have been released from underspent programs and the admin budget. Supplemental funds are not coming from the fund balance. Tom Hunsdorfer would like to see an in-depth look at the contract amount and consider amending it for next three years of the contract to prevent the need for staff to continue asking for large supplementals each year. Guzzo shared Minor Home Repair is currently in the second year of a five year contract. **Hill & Hatcher: Motion, Second. Roll call vote taken. Motion carried 11-0 with two excused. Will go to BOC for final approval.**
- f. Guardian/Money Management moving of contractual funds - \$4,000 from Money Management to Guardianship/Payee**  
Bob Copeland, CEO of Guardian Finance & Advocacy Services, presented his organization's supplemental request. Money Management underutilization is due to COVID-19, but June and July jumped up to appropriate levels. **Lindsey & Lyng: Motion, Second. Roll call vote taken. Motion carried 11-0 with two excused.**
- g. Guardian Supplemental Request for COVID modifications and PPE purchases - \$6,700**  
Bob Copeland, CEO of Guardian Finance & Advocacy Services, shared Guardian has also received \$9,000 from other funding sources to purchase other PPE such as gloves, masks, face shields, and sanitizer. **Powers & Tabb: Motion, Second. Roll call vote taken. Motion carried 11-0 with two excused.**
- h. Mini-Grant: Talons Out Honor Flight, \$5,000 from 2021 budget**  
SMAC would be approving 2021 funds to be spent, and the check would be issued next spring. Greg Allen, the Talons Out fundraiser coordinator shared that last year 19 Calhoun County veterans went on Honor Flights: one World War II, four Korean, and fourteen Vietnam veterans. Talons Out currently has a waiting list of over 200 Vietnam veterans. The annual Cornwell's fundraiser will be Wednesday, August 12, 2020. 10% of all-day sales go to Talons Out, and the actual fundraiser will begin at 6pm. Allen shares there is a surprise for a Calhoun County World War II veteran. **Peters & Lindsey: Motion, Second. Roll call vote taken. Motion carried 11-0 with two excused.**
- i. Mini-Grant: CareWell Services, Homer Area Fresh Food Box Distributions - \$5,000**  
At the beginning of COVID-19, the state of Michigan provided fresh food boxes for seniors but has since discontinued that program. This funding will allow seniors in Homer to continue receiving fresh food boxes. **Hill & Peters: Motion, Second. Roll call vote taken. Motion carried 10-0 with three excused.**

**j. Mini-Grant: Marshall Mobile Meals, Purchase of Food Containers - \$5,000**

Manager Helen Guzzo shares she is conflicted in approving this funding. While this is certainly a needed service, Mobile Meals has historically been uncooperative with other agencies and Senior Millage already funds the meals program through Senior Services of Southwest Michigan at almost half a million dollars each year. Chairperson Gary Tompkins suggests revising the motion to include a condition that Guzzo and perhaps a SMAC representative meet with the Mobile Meals board. In response to a question about the difference between home-delivered meals and food boxes, Guzzo explains food boxes are targeted at low-income seniors who can still prepare their own meals but who experience food insecurity, while Meals on Wheels and Mobile Meals are targeted at seniors who are no longer able to prepare their own meals. **Lyng & Lindsey: Motion, Second. Roll call vote taken. Motion carried 7-1, with three excused and two abstaining.**

**k. Min. Operation Standards Revisions – tabled until September.**

- i) Handy Helper Services**
- ii) Guardian/Payee Services**

**9) Upcoming Events:**

- **Thursday, August 20, 7pm, Board of Commission, Joanne Konkle Leadership Award**
  - Update: BOC is still meeting virtually, so Helen will make an in-person presentation to Jolene English at CareWell. A resolution will still be made by the Board of Commission on this date.
- **Friday, August 28, SMAC Strategic Planning, 9:00am-1:00pm**
- **Friday, September 11, SMAC Meeting, 8am-9:30am**

**10) Adjournment at 10:31am.**

Respectfully submitted, Kate Turner