

SENIOR MILLAGE ALLOCATION COMMITTEE (SMAC)

Friday, Sept. 10, 2021 8am-9:30am

Marshall County Building, Garden Level Conference Room

MINUTES

1. Call to Order at 8:02am

- a. **Attending:** Commissioner Gary Tompkins, Dominic Oo, Tom Hunsdorfer, Willie Tabb, Art Kale, Richard Lindsey, Jim Powers, Diane Peters, Michelle Hill, Yvonne Chapman (joined via Zoom from Leroy Township, MI), Jill Booth (joined via Zoom from Homer, MI)
- b. **Excused:** Bob Lyng
- c. **Absent:** Commissioner Jake Smith

2. Consent: Approval of Agenda and August 6, 2021 Minutes

- a. Motion to accept agenda – with a revision to the amount the Minor Home Repair program is requesting as a supplemental, which was incorrectly listed as \$62,000 but should be \$72,000 -- **Lindsey & Tabb: Motion & Second. Voice vote taken. Motion carried.**

3. Introductions and Citizen's Comments

- a. **Staff:** Manager Helen Guzzo (joined via Zoom from Battle Creek, MI), Specialist Kate Turner, Administrative Assistant Rebecca de Finta
- b. **Introductions:** Luann Sommers, Executive Director, Forks Senior Center; Mary Jo Byrne, Executive Director, Fountain Clinic; Mo Marshall, Senior Millage Specialist, Fountain Clinic; Jen Bomba, Community Development Director, Calhoun County; Linda Kolmodin and Marcia Starkey, co-chairs, Albion Senior Housing Commission; David Farley, member, Albion Senior Housing Commission; Shane Williamson, Executive Director, Albion Community Foundation; Karen Yankie, member, Albion Senior Housing Commission; Abigail Finn, Director of Operations, and Dan Pontius, Chief Operations Officer, Senior Services of Southwest Michigan; Cheryl Grimes, Assistant Director of Support Services, Community Action
- c. **Citizen's Comments:** none.

4. Update on the Albion Senior Housing Commission

Shane Williamson, Executive Director, Albion Community Foundation

Marcia Starkey and Linda Kolmodin, Co-Directors, Albion Senior Housing Commission

In the first round of Senior Strategic Project funding, the Albion Community Foundation was awarded \$150,000 for the predevelopment of market rate senior housing. A senior housing commission has been formed, Marcia Starkey and Linda Kolmodin have agreed to serve as consultants, and properties are in the process of being evaluated. Currently the contract ends December 31, 2021, but a one-year extension will likely be needed as only \$30,152 has been drawn down. This request will likely come before SMAC at the October 1st meeting.

Calhoun County Senior Services

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Starkey and Kolmodin share that the 2017 housing market study was revised, and the 2021 results have been more encouraging. After holding many “community conversations” and receiving lots of positive media attention, this portion of the predevelopment process has been finished. Twelve properties have been considered and scored by commission members, but all will be available for developers to look at when they make site visits in October.

Manager Helen Guzzo explains that the Senior Millage funding helps to remedy some of the housing market weaknesses that currently exist to Albion, to make this project more lucrative to potential developers and minimize the risk they are taking.

Shane Williamson explained there is some tension with the college as they have an ex officio member on the commission. This is because the college stands to financially benefit from the project as they are better able to retain faculty and lessen the “brain drain” that is currently taking place. Williamson also explained that the project will have a trickle-down effect as older adults are able to downsize, freeing up their larger homes for young families to purchase.

5. Reports

a. Budget Report

Manager Helen Guzzo reports spending is down, through July 2021, 58% of all contractual dollars should have been spent and currently only 50% has been reimbursed to vendors. Guzzo and staff will continue to keep a close eye on both the number of older adults being served, and the reimbursement requests coming in from the nine vendors. There are a number of supplemental requests to consider today, and this funding would come from other programs unspent dollars. Currently Marian Burch Adult Day Care remains closed, with their \$90,000 budget untouched. Senior Transportation has also continued to struggle to rebuild and Guzzo estimates at least \$100,000 being left over at the end of the year.

b. Manager’s Report

Manager Helen Guzzo briefly reviewed her manager’s report, explaining she supports all four requests for supplemental funding, and is looking forward to the upcoming 2021 contractual funding RFP presentations on Sept. 15, 2021. Guzzo reviewed the two individual emergency assistance she has provided to date in 2021.

6. New Business

a. 2022 Budget Request

Manager Helen Guzzo reviewed forecasted expenditures and revenues. To balance the 2022 budget a drawdown of \$272,170 from the fund balance is planned, which is part of SMAC’s strategic plan to spend down the fund balance. The budget was submitted to county finance on Friday, September 3rd, with the understanding that it still needed to be approved by SMAC. **Powers & Lindsey: Motion & Second. Motion carried, 11-0.**

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b. Subcommittee to review Senior Strategic Projects and its RFP process

Gary Tompkins, Tom Hunsdorfer, Jim Powers, and Jill Booth have volunteered. Bob Lyng has also expressed interest but was unable to attend today's meeting. The subcommittee will meet virtually over the next several months to discuss revisions to the current Senior Strategic Project RFP process and also review the status of the fund balance. **Powers & Lindsey: Motion & Second, with the caveat that Bob Lyng be allowed to join the subcommittee if he is still interested. Motion carried, 11-0.**

A phone conversation with Bob Lyng on Monday, September 20th confirmed he was interested on serving on the subcommittee.

c. Review Subcommittee for the 2021 Contractual Spending RFP:

Tom Hunsdorfer, Jim Powers, Bob Lyng, Dominic Oo

This subcommittee will hear funding presentations on Wednesday, September 15 and will present their recommendations to SMAC at the Friday, October 1 meeting where appeals can also be heard. **Tabb & Hill: Motion & Second. Motion carried, 11-0.**

d. Supplemental Funding Requests – totaling \$129,250

1. Fountain Clinic, Prescription Program - \$15,000

When the Calhoun County Senior Millage was first approved in 1996, it was largely passed to assist older adults with prescription costs and the long wait list that the Meals on Wheel program had. Since 2006, when Medicare Part D was created, the demand has shrunk considerably but lower income seniors still struggle to meet high deductibles and pay co-pays over \$40. The supplemental request would allow the Fountain Clinic to continue to serve new and existing patients with this important program. **Tabb & Lindsey: Motion & Second. Motion carried, 11-0.**

2. Community Action, Minor Home Repair - \$72,000

Of the \$72,000 requested, \$60,000 would go directly towards the projects being completed by contractors while the remaining \$12,000 would cover administrative costs incurred by Community Action. Discussion was had on the 20% admin fee. Manager Helen Guzzo explained that for every project completed, considerable staff time goes into obtaining the necessary verification documents (proof of age, residency, and income), inspecting the project, getting contractor bids, and then verifying the work was done correctly and to code. SMAC would like to see a breakdown of what each program charges for admin costs.

Discussion was also had on the continual need for Minor Home Repair to request one or two supplementals each year, and a contract revision may be more appropriate than annual or semi-annual contract amendments. The Minor Home Repair contract runs through December 31, 2023. **Hunsdorfer & Lindsey: Motion & Second. Motion carried, 9-2.**

3. Community Action, Home Heating Assistance - \$17,250

Further discussion was had on admin costs, with Cheryl Grimes explaining the Home Heating Assistance program is less staff intensive than Minor Home Repair,

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thus the smaller percentage of an admin fee. Of the amount requested, \$15,000 will go to direct assistance while the remaining \$2,250 will cover admin costs.

Hunsdorfer & Oo: Motion & Second. Motion carried, 8-3.

4. Senior Services, Inc., Ramps for Accessibility, metal ramps, \$25,000

Dan Pontius shares that these metal ramps will be stored in Kalamazoo but will only be used in Calhoun County. These could provide a gap-filling measure when a wooden ramp build is several weeks or months out, or for more temporary jobs where perhaps the client is on hospice or is living with a son or daughter for a short period of time. **Tabb & Hunsdorfer: Motion & Second. Motion carried, 11-0.**

e. Senior Services, Inc., Change to the Handy Helper Min. Service Standard

The revision to the minimum service standard would allow Handy Helper staff to install and remove the metal ramps. **Hill & Lindsey: Motion & Second. Motion carried, 10-1.**

7. Upcoming:

- a. **Next SMAC Meeting: Friday, Oct. 1, 2021, 8am-9:30am**
- b. **Community Action's 36th Annual Walk for Warmth, Thursday, Sept. 16 at 5pm, two locations – Riverside Elementary School, 650 Riverside, Battle Creek, and Albion College Whitehouse Nature Center, Farley Drive, Albion**
- c. **Miles for Memories Fundraising Community Stroll, Saturday, September 25, 2021, 10am, Festival Market Square, Downtown Battle Creek**
- d. **Calhoun County Walk to End Alzheimer's, Saturday, Oct. 2, 2021, Leila Arboretum, Battle Creek**
- e. **Keep Calhoun County Smiling, Fountain Clinic Dental Program, Sunday, October 3, 2:30pm-4:30pm, Wilder Creek Conservation Club, Marshall**
- f. **Active Aging Day, Senior Health Partners, Thursday, October 7, Kingdom Builders**

8. Adjournment at 9:50am.

Respectfully submitted, Kate Turner

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