



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
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Jeff McBee
Director

Cheryl Rivard
Chairman

Martin Kaufman
Vice-Chairman

Mary Ann Wertenberger
Secretary

Mary Gantz

Larry Gramlich

Cynthia McIlvain

Wayne Meehan

Paul Simonton

Donald Spencer

Monroe County Commission on Aging

Regular Board Meeting Minutes

January 11, 2023

Commission on Aging Conference Room

Jeff McBee called the meeting to order at 1:02 p.m.

Members present

Cheryl Rivard, Martin Kaufman, Larry Gramlich, Cynthia McIlvain, Wayne Meehan, Paul Simonton, Donald Spencer, Mary Ann Wertenberger, Mary Gantz

Members excused:

None

Approval of the Agenda:

Wayne Meehan made a motion to approve the January 11, 2023, Regular Board Meeting Agenda as presented. Supported by Mary Gantz.

Motion carried.

Oath of Office for Commission Members – Lisa Sanders, Deputy Clerk

Review of Organizational Meeting Procedures – Jeff McBee, Director

Election of Chairperson

Nomination: Cheryl Rivard

Nominated by: Paul Simonton

Motion by: Cynthia McIlvain

Supported by: Mary Gantz

Motion Carried

Election of Vice Chairperson

Nomination: Marty Kaufman

Nominated by: Larry Gramlich

Motion by: Cynthia McIlvain

Supported by: Mary Gantz

Abstained: Marty Kaufman

Motion Carried

Election of Secretary

Nomination: Mary Ann Wertenberger

Nominated by: Cynthia McIlvain

Motion by: Larry Gramlich

Supported by: Martin Kaufman

Motion Carried



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Public Comment:

Sandie Pierce, Monroe Senior Center, distributed a 2022 Year in Review packet regarding Monroe Center's activity and meal programs.

Special Presentations: None.

Consent Agenda:

- A. Approval of the Minutes of the December 14, 2022 Regular Meeting.
- B. Strategic Planning Committee Notes of January 5, 2023
- C. Finance Reports
- D. Correspondence – None
- E. Formal Agency Reports – None

Motion to approve by: Paul Simonton

Supported by: Don Spencer

Motion carried

Directors' Report:

Jeff McBee reported the following:

➤ **Common Measures Report**

The November 2022 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**

The monthly analytics snapshot shows how many hits the COA website received and the category most visited. During December 2022, 309 individuals visited the site with 122 views.

➤ **Waitlist/Service Not Provided Summary**

Mr. McBee reported that from November 25, 2022, through December 25, 2022, there are 37 reported seniors on the Project Ramp waitlist.

Don Spencer requested that a representative from Project Ramp provide a program update at the next Board meeting.

➤ **2022 RSVP Volunteer Transportation Report**

Mr. McBee reviewed the report that was provided by Sandie Pierce as part of the Board packet.

Old Business: None.



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New Business:

A. MCCCOA Policy 11-01 Proposed Revision

Don Spencer made a motion to approve Policy 11-01 - Proposed Revision. Supported by Wayne Meehan.

Motion Carried

B. MCCCOA Policy 11-02 Proposed Revision

Larry Gramlich made a motion to approve Policy 11-02 - Proposed Revision. Supported by Mary Gantz

Motion Carried

C. 2023 Budget Calendar Discussion/Approval

Paul Simonton made a motion to approve the Proposal B 2023 Budget Calendar. Supported by Cynthia McIlvain

Motion Carried

Public Comment:

Sandie Pierce, Monroe Center, gave thanks for the Budget Calendar extension.

Commission Members Comments:

Larry Gramlich, Mary Gantz and Cynthia McIlvain wished everyone a Happy New Year.

Adjournment:

Motion to adjourn by Wayne Meehan and supported by Mary Gantz

Motion Carried

Cheryl Rivard adjourned the meeting at 1:59 p.m.

The next Regular Board meeting takes place on Wednesday, February 8, 2023, at 1:00 p.m. at the Monroe County Commission on Aging, 965 South Raisinville Road, Monroe, MI 48161.

Ramona Hall, Recording Secretary