



TUSCOLA COUNTY

Committee of the Whole

MEETING AGENDA

Monday, July 10, 2023 – 8:00 AM

H.H. Purdy Building Board Room, 125 W. Lincoln St., Caro, MI 48723

Public may participate in the meeting electronically:
Join by phone: (US) +1 929-276-1248 PIN:112 203 398#
Join by Hangouts Meeting ID: meet.google.com/mih-jntr-jya

8:00 AM Call to Order - Chairperson Vaughan
Roll Call - Chief Deputy Clerk Curtis Elenbaum

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County Updates

New Business

1. Overview of the Tuscola County Probate/Family Court and Michigan Department of Health and Human Services (MDHHS) Process With Child Care Funds - Honorable Nancy Thane and Karen Southgate, Director - MDHHS - Huron, Lapeer and Tuscola County
2. Phil Kaatz, Michigan State University Extension (MSUe) 3 - 10
[Grain Bin and Manure Pit Rescue Training Program](#)
[Michigan State University Extension \(MSUe\) Field Crop Programs](#)
[Michigan State University Extension \(MSUe\) 2022 Impact Report](#)
3. Commissioners Cell Phones and Debit Cards 11 - 14
[1-23-13 Motion 13-M-019 Commissioners Cell Phones](#)
[Board Motion 18-M-198 Consent E 12-13-2018](#)
[Cellular Telephone Usage Policy](#)
4. Upcoming Employee Training Agenda - Shelly Lutz, Human Resource Director and Steve Anderson, Emergency Manager 15
[Tuscola County Upcoming Employee Training](#)
5. Region VII Area Agency on Aging Proposed Annual Implementation Plan (AIP) for Fiscal Year 2024 16 - 53
[Region VII Area Agency on Aging Proposed Annual Implementation Plan \(AIP\) for Fiscal Year 2024](#)

Old Business

Finance/Technology

Committee Leader **Commissioner Young** and Commissioner Koch

Primary Finance/Technology

1. Michigan Municipal Risk Management Authority Net Asset Distribution 2023
[Michigan Municipal Risk Management Authority Net Asset Distribution](#)
[Net Asset Distribution History](#)

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On-Going and Other Finance

On-Going and Other Technology

Building and Grounds

Committee Leader **Commissioner Koch** and Commissioner Lutz

Primary Building and Grounds

1. Bids for the Renovations to People's State Bank (PSB) Building for Tuscola County Offices 171 N State Street Caro, MI 48723 - Mike Miller, Director of Buildings and Grounds
2. Bids for the Dispatch Liebert HVAC Unit Replacement

On-Going and Other Building and Grounds

Personnel

Committee Leader **Commissioner Bardwell** and Commissioner Vaughan

Primary Personnel

On-Going and Other Personnel

Other Business as Necessary

Public Comment Period

Adjournment

Grain Bin and Manure Pit Rescue Training Program

GRAIN BIN RESCUE

Date: Tues, July 25, 2023

Time: 6:00 to 10:00 P.M.

Location: Michigan Agricultural
Commodities, 7115 Maple Valley
Rd., Brown City, MI 48416

MANURE PIT RESCUE

Date: Wed, July 26, 2023

Time: 6:00 to 10:00 P.M.

Location: Clinton County
Fairgrounds, 800 W. Sickles Street,
St Johns, MI 48879

Date: Thur, July 27, 2023

Time: 6:00 to 10:00 P.M.

Location: Berlin Fair, 2008 Berlin
Fair Drive, Marne, MI 49435

REGISTRATION FEE

The training is free, but class size
is limited to 30 participants.

CONTACT INFORMATION

Contact Charles Gould at
gouldm@msu.edu or 616-834-
2812.



WHO SHOULD ATTEND

Michigan State University Extension and Michigan Farm Bureau, along with ag commodity organizations who serve the Michigan agricultural industry, are sponsoring grain bin and manure pit rescue training programs for first responders. Personnel from the [National Education Center for Agricultural Safety \(NECAS\)](#) will provide the training.

DESCRIPTION

Grain bin rescue training: Participants will learn about grain bin design and structure, as well as the four most common ways that people become entrapped in grain bins. The hands-on portion of the training covers lockout/tagout procedures and extrication of a fully engulfed and partially engulfed victim. Full NFPA compliant gear, hearing protection, and safety glasses are required to participate in the hands-on portion of this training.

Manure pit rescue training: Participants will learn procedures for safely entering the confined space of a manure pit to perform rescue operations in low oxygen situations, including the importance of air quality monitoring before, during and after rescue, proper use of self-contained breathing apparatus (SCBA), harnessing, rope rigging for below grade rescue, and the use of a rescue tripod. Participants will have the opportunity to work through several evolutions in various roles with NECAS one-of-a-kind training prop. Full NFPA compliant gear with SCBA is required to participated in the hands-on portion of this training.

HOW TO REGISTER

There is no registration fee for this program, but because of the nature of hands-on training offered, classes will be limited to 30 participants. Registration is required. To register go to <https://events.anr.msu.edu/RescueProgram/>. Accommodations for persons with disabilities may be requested by contacting Charles Gould at 616-834-2812 by July 1 to make arrangements. Requests received after this date will be fulfilled when possible.

MSU is an affirmative-action, equal-opportunity employer, committed to achieving excellence through a diverse workforce and inclusive culture that encourages all people to reach their full potential. Michigan State University Extension programs and materials are open to all without regard to race, color, national origin, gender, gender identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, family status or veteran status. Persons with disabilities have the right to request and receive reasonable accommodations.



PROVIDING TIMELY & RELEVANT INFORMATION TO PRODUCERS & AGRONOMISTS

12,844

field crop producers and agronomists were reached through a wide array of educational methods.

2,029

direct one-to-one consultations were provided.

97%

of surveyed producers and agronomists improved their knowledge by participating in Michigan State University (MSU) Extension programs (n = 1650).

PRIORITY

A R E A S

The following priority areas were identified by regional advisory groups composed of producers, agribusiness representatives, Michigan Farm Bureau and commodity groups:

- Cropping systems agronomy
- Nutrient management and soil health
- Farm profitability
- Pesticide resistance and integrated pest management
- Government regulation and policy

IMPACTS

The MSU Extension field crops team has a long history of providing research-based knowledge to address the needs of field crop producers and agronomists across Michigan. The team consists of 18 faculty specialists and 12 county-based educators. Faculty specialists are experts in their fields of study, conducting research and sharing recommendations based on their findings with growers. Field educators work side by side with producers, agribusinesses and agencies, delivering educational programming on either a regional or statewide basis. Exit surveys conducted at educational programs revealed the following combined impacts:



1,475,987

acres were projected to be impacted by the new information learned.



\$12.00

per acre was the projected additional income generated by implementing the new information.



\$17,732,980

was the total projected financial impact in 2022.

“ I think the series provides timely information in a convenient format and I look forward to next season. ”

• Virtual Breakfast Series participant

For additional information regarding field crops educational programs, research projects and materials, visit www.canr.msu.edu/field_crops.

VIRTUAL BREAKFAST SERIES



PowerPoint slide showing the specialists and educators that gave Virtual Breakfast presentations in 2022.

The MSU Extension field crops team has planned, promoted, conducted and evaluated the Virtual Breakfast Series since its inception in 2018. The purpose of the Virtual Breakfast Series is to provide timely crop and pest management information to field crop producers and agronomists during the growing season when important decisions are made. Participants hear weekly crop and pest updates as well as detailed weather updates and forecasts from MSU's state climatologist, earn pesticide recertification credits and enjoy ample opportunity to ask questions.

Twenty-six weekly sessions were conducted from late March through September 2022. The sessions featured an expert presenting their latest research results and recommendations on a timely and relevant crop or pest management topic, an agricultural weather update and forecast, and an open-ended question-and-answer session. Three "hot topic" sessions were strategically scheduled throughout the growing season to allow more time for meaningful interaction between the participants and the experts.

The Virtual Breakfast Series was recognized by agriculture Extension educator peers as the national winner of the 2023 Search for Excellence Award from the National Association of County Agricultural Agents for outstanding Extension educational programming in crop production.

“This series provides much information about current topics/issues and is a great tool for farmers to gain knowledge. It generates discussions between us farmers as well outside of the series airtime. You guys do a GREAT job with this, and I thank you for providing this information and discussions.”

• Virtual Breakfast Series participant

Producers and agronomists accessed the sessions through various channels, such as participating in the live sessions via Zoom, listening to podcasts, viewing videos on YouTube or connecting through Facebook Live. In 2022, 3,869 producers and agronomists participated in the live sessions for an average of 149 participants each week. A total of 5,122 producers and agronomists viewed the YouTube recordings and another 2,448 listened to podcasts. The live sessions reached producers and agronomists in 15 states and eight countries in addition to those from Michigan.

A follow-up survey distributed six weeks after the last weekly session of the season evaluated the financial and educational impacts of the program. Respondents indicated that they planned to make changes on 473,374 acres producing a projected additional cost savings or income of \$7,207,969.

PEST & CROP MANAGEMENT UPDATES



Overhead view of participants at an educational meeting sponsored by MSU Extension, the Michigan Soybean Committee and the Michigan Bean Commission held at the Saginaw Valley Research and Extension Center.

MSU Extension provided information and resources to help field crop producers address their pest and crop management challenges using a variety of educational methods. Six in-person educational meetings for producers and agribusiness agronomists were conducted across the state.

One of these was designed primarily for agribusiness agronomists and welcomed 408 participants — 185 in-person and 223 online. The participants strongly supported offering the program in-person with a virtual option. The educational and financial impacts of this program were determined in two ways — the actual impacts from the 2021 program and the projected impacts from the 2022 program.

- 69 of 162 survey respondents (43%) who participated in 2021 indicated that they changed some aspect of their business in 2022. These changes impacted 437,733 acres and resulted in \$3,852,458 in increased revenue in 2022.

- 125 of the 279 survey respondents (45%) at the 2022 program planned to make changes in 2023. These projected changes would impact 476,323 acres and result in an estimated \$5,174,968 in increased revenue or savings.

MSU specialists also presented their latest crop and pest management recommendations at five in-person regional meetings conducted across the state in 2022. The agenda was adjusted at each location to meet regional needs. A total of 267 producers and agronomists participated in these programs. The participants indicated that they plan to make changes to 292,269 acres, which are projected to produce \$2,913,515 in additional revenue or savings in 2022.

“I really appreciated the time spent talking about the fiscal aspect with the input costs and the commodity prices. Overall, I think it was the best and most thorough such meeting I have ever attended.”

• *Pest and Crop Management Update participant*

FIELD CROPS WEBINAR SERIES

The MSU Extension Field Crops Webinar Series informs agriculture professionals across the state in the comfort of their own homes every winter. Eight weekly sessions were conducted in February and March. Each session featured one or more specialists who gave interactive presentations around managing risk and improving productivity on farms. The audience is typically farmers and agriculture advisors. The 2022 season was as well attended and successful as previous iterations.

A total of 1,544 people participated in the Field Crops Webinar Series live for an average of 193 participants per week. An additional 222 participants watched the recordings of the sessions. Approximately 1,063 people completed the webinar survey, which allowed them to get pesticide applicator recertification credits and complete an impact questionnaire. Seventy-five percent of the respondents were farmers and the remainder were agribusiness professionals. Most of the farmers grew corn, soybean, wheat and some forages. Eighty-six percent of survey respondents reported that they learned something (n=918) and 35% (n=368) indicated they plan to make changes as a result of attending this program. The intended changes will impact 234,021 acres and generate projected additional cost savings or income of \$2,436,528 in 2023.

After 10 months, a follow-up with registrants revealed the practices that were actually implemented. Only 18% of

registrants chose to complete the follow-up survey, and 80% of these were farmers (n=33). Nineteen respondents reported to have made changes on their farms due to information gained from the webinar in 2022, accounting for 1,500 acres and projected cost savings or income of \$71,500.

“You did a wonderful job with the presenters you featured. Very helpful to hear hands-on information from the field.”

• *Field Crops Webinar Series participant*

SOYBEAN ON-FARM RESEARCH & EDUCATION PROGRAM

MSU Extension hosted seven production-focused soybean education meetings that reached 313 producers and agronomists in 2022. Follow-up evaluations were mailed to program participants at the end of the 2022 harvest season to measure and document the actual educational and financial impacts of the programs. A summary of the survey results follows:

71

producers earned additional income by implementing the new information they learned in 2022.

\$15.63

per acre in additional earnings was generated on 26,700 acres.

\$417,297

is the reported actual total financial impact of the programs in 2022 alone.

MSU Extension and the Michigan Soybean Committee cooperated to plan, conduct and summarize 59 on-farm trials in 2022. Eleven projects, based on input from more than 300 producers and agronomists, were evaluated in the trials. The research results were summarized in a 32-page research report that was mailed directly to more than 11,000 soybean producers and distributed at in-person programs.



Participants at the 2022 soybean harvest equipment field day held in Allegan County



Center pivot irrigation system running in a seed corn field

IMPROVING IRRIGATION EFFICIENCY & WATER USE REPORTING

In 2022, staff from the MSU Department of Biosystems and Agricultural Engineering and MSU Extension developed and delivered 43 presentations focused on improving irrigation system uniformity and irrigation scheduling. These presentations were given at field days hosted by MSU Extension, commodity groups, other state agencies and irrigation equipment suppliers. More than 2,283 farmers, agricultural professionals and policy makers participated. The participating farmers irrigate a variety of crops including field crops, fruits, vegetables and ornamentals. In 2022, the number of visitors to the MSU Biosystems and Agricultural Engineering Irrigation website increased by 20% compared to 2021.

Awareness and compliance education on the topic of large volume water use (LVWU) registration and reporting requirement was provided to over 1,200 Michigan producers as a part of 53 educational meetings during 2022. Michigan LVWU registration and reporting requirements education is targeted at areas of high LVWU and low compliance.

“We regularly attend this program, so I have picked up quite a bit of information over the years. The white mold information and how to manage beans under irrigation have been the most helpful. Lower populations, white mold tolerant soybeans, watering schedules, row widths, etc. have been the changes we recommend to customers.”

• Michiana Irrigated Corn and Soybean Conference participant

MSU Extension and Purdue University Extension have collaborated with the corn and soybean checkoff organizations in Michigan and Indiana to conduct a high-profile, multi-state educational program since 2014. The goal of the program is to provide information to help producers mitigate the challenges and maximize the opportunities associated with irrigated corn and soybean production. Ninety-three producers and agronomists participated in the 2022 conference. The results of a follow-up evaluation of the 2022 conference follows:

10

producers said they actually earned additional money by implementing the new information they learned at the program.

\$22.44

per acre of additional income was generated on 6,429 acres.

\$144,242

is the reported actual total financial impact of the program in 2022 alone.



SUPPORTING MICHIGAN'S AGRICULTURE COMMUNITY

Farming can be an incredibly unpredictable, dangerous and stressful occupation. That's why Michigan State University (MSU) Extension is committed to supporting agricultural professionals as they navigate tough times and make decisions that have an impact on their families, livelihoods, operations and farms.

Combining farm business management expertise with mental and behavioral health expertise, MSU Extension's team of more than 20 dedicated professionals provides innovative resources and support. From teletherapy and financial services to free online education and community presentations, MSU Extension provides a variety of knowledge and training tools — not just to farmers, but also to farm workers, local farm organization chapters, veterinarians, Farm Bureau members, county commissioners and other key stakeholders in agriculture and agribusiness.

IN 2022, MSU EXTENSION ...



Delivered 39 presentations and educational programs to 1,200+ participants.



Hosted 11 agribusiness and farm financial decision-making sessions with 36 farmers.



Received more than 25,000 individual visits to the Managing Farm Stress website, extension.msu.edu/farmstress.



Trained 17 farmers in adult Mental Health First Aid.

GET INVOLVED

To learn more about MSU Extension's programming, visit our Managing Farm Stress website at extension.msu.edu/farmstress, or contact MSU Extension farm stress specialist Remington Rice at riceremi@msu.edu.

SINCE THE START OF THE LEGACY OF THE LAND PROJECT, MSU EXTENSION ...

- Referred 48 farmers into teletherapy.
- Reached 3,164 people at 59 different outreach events.
- Clocked 550 hours of professional business consulting with farms.
- Enrolled 65 farms in TelFarm (canr.msu.edu/telfarm), MSU Extension's farm business management software. Nineteen of the farms began new business within the past year, with annual sales totaling \$7.17 million.
- Has trained 1,050 people in Rural Resilience (extension.msu.edu/ruralresilience), a free, self-paced virtual farm stress education course.



KEY PROGRAMS AND OFFERINGS

Community presentations. MSU Extension offers a variety of in-person and virtual farm stress educational presentations. Ranging from 20 minutes to two hours, these presentations aim to improve knowledge, awareness and skills for agricultural audiences on farm stress issues, stress management strategies and mental health resources.

As continued leaders in managing farm stress efforts, MSU Extension's farm stress programs have been adopted and adapted for use in 23 other states. MSU Extension also offers a train-the-trainer program for other university partners to learn to teach MSU Extension's farm stress programs with more than 120 facilitators trained nationally.

Teletherapy. Through an innovative partnership with Pine Rest Christian Mental Health Services, MSU Extension connects farmers, farm families, agricultural professionals and commercial fishers to online counseling services (extension.msu.edu/teletherapy). All therapists providing teletherapy through this partnership have an agricultural background or personal connection to agriculture, allowing them to understand the unique stressors of the farming industry.



Jim LaPeer, a farmer from Cheboygan County, talks about his experience with MSU Extension's teletherapy program.

Educational courses. MSU Extension offers a variety of educational programs, tailored to specific audiences, on farm stress management with a focus on mental health and suicide prevention.

TelFarm. MSU Extension's farm business management educators (canr.msu.edu/farm_management) assist farmers with their financial records and decision-making with their innovative TelFarm system, a software that helps with accounting, financial analysis, tax planning and more.

Print marketing materials. MSU Extension's farm stress team created and distributed more than 26,000 informational postcards (available in English and Spanish) promoting the Legacy of the Land offerings. The cards were distributed to farmers, agriculture contacts and key stakeholders at statewide agricultural events, through MSU Extension county offices and via direct mailing to farmers already on distribution lists for MSU Extension program materials.



One of the Spanish-language outreach postcards sent to farmers across Michigan.

Resources for Spanish speakers. MSU Extension offers a variety of farm stress resources for Spanish-speaking audiences, from financial worksheets to factsheets. In 2021, MSU Extension's farm stress program, *Weathering the Storm: How to Cultivate a Productive Mindset*, was translated into Spanish. In 2022, MSU Extension began offering a *fotonovela* titled *Secret Feelings/Sentimientos Secretos*. Especially popular in Latin America, *fotonovelas* are small booklets with photographs of characters and captions with melodramatic dialogue. This booklet, developed by the University of Southern California School of Pharmacy, fights stigma on depression and improves health literacy by including realistic, culturally relevant role models performing healthy behaviors and overcoming barriers in relatable settings.

Mental Health First Aid. Through the Legacy of the Land grant, MSU Extension offers Mental Health First Aid (MHFA) for Adults (extension.msu.edu/mhfa) to the Michigan agricultural community free of charge. MHFA teaches participants how to recognize signs of a mental health crisis and help people who may be in distress. In 2023, MSU Extension will train 60 more farmers and agricultural professionals in MHFA.



OUR IMPACT, THEIR WORDS

Participants have shared what MSU Extension's farm stress management resources and support have done for them, their families and their businesses:

“It’s a tough thing to talk about, but more education on this topic really helps people understand.”

“Thank you. I didn’t believe in the counseling program when you shared it with me, but this program gave me my life back and might have saved it in the process.”



MSU Extension farm stress staff present the *Mending the Stress Fence* program at Northern Michigan University.

“It’s a difficult but important topic, and I’m glad I went [to a community presentation]. I wish my dad would have [gone] to something like this many years ago.”



MSU Extension farm stress staff visiting a turkey farm manager and veterinarian dealing with the challenges brought on from an avian flu outbreak.

FUNDING ACKNOWLEDGEMENT

Since 2020, MSU Extension has supported this work with a regional Farm and Ranch Stress Assistance Center grant from the U.S. Department of Agriculture, National Institute of Food and Agriculture and the multi-year Legacy of the Land grant, funded by the Michigan Department of Agriculture and Rural Development (MDARD). This funded work continues through 2024, with an additional one-time state appropriation granted from MDARD (\$225,000) and in collaboration with Easterseals Michigan.

This work is supported by the Michigan Department of Agriculture & Rural Development [grant #00501937] by authority under Act No. 65 of the Public Acts of 2019; and the Department of Agriculture (USDA) National Institute of Food and Agriculture (NIFA), North Central Farm and Ranch Stress Assistance Center [grant # 2020-70028-32728].

IT IS FURTHER RESOLVED that any motion, resolution, or other act of Tuscola County inconsistent with this Resolution is hereby rescinded, modified, replaced or superseded by this Resolution.

YEAS: Allen, Bardwell, Trisch, Kirkpatrick, Bierlein

NAYS: None

ABSTENTIONS: None

RESOLUTION ADOPTED

13-M-019 (Item E from above Consent Agenda)

Motion by Kirkpatrick seconded by Trisch that two commissioner cellular telephone contracts with Thumb Cellular be authorized for signature. Also, the commissioner who has chosen to maintain his current telephone be reimbursed at \$55 per month which would have been the average monthly cost under a cellular telephone contract. Yea - Kirkpatrick, Trisch, Bardwell Nay- Bierlein and Allen. Motion Carried.

13-M-020

Motion by Trisch seconded by Kirkpatrick that per the recommendation of the Health Officer and Board of Health that the 2013 Health Department fee schedule be approved effective February 1, 2013. Motion Carried.

13-M-021

Motion by Bierlein seconded by Kirkpatrick that the Chairperson be authorized to sign the letter of support for the Tuscola Township grant application to the Department of Natural Resources Trust Fund to establish a trail system in the Tuscola Township Park. Motion Carried.

Recap Potential Re-use of Former Camp Tuscola – Tour was successful. Ideas for use of the facility are still encouraged.

Recap Oil & Gas Meeting – More information to be provided as available.

Recap Wind Energy Taxation Meeting and Proposal to Conduct a Study

- Agenda Reference:** E
- Entity Proposing:** COMMITTEE OF THE WHOLE 12/3/18
- Description of Matter:** Move that the Cellular Telephone Usage policy be revised effective December 13, 2018 in Section B as follows:
- B. Reimbursement In certain instances: Tuscola County will provide reimbursement to Elected Officials, Department Heads and On-Call employees at a rate of \$25.00 per month for their own personal cell phone. Replacement, repair and maintenance of the cellular phone will be the employee's responsibility if this option is chosen. In order to receive reimbursement under this option, the employee shall submit to Accounts Payable a copy of their personal cell phone bill each month, with the appropriate signature and account number to be charged written on it. Only employees who choose to use their own personal cell phone are eligible for reimbursement. When an employee chooses to receive reimbursement towards the cost of their personal cell phone, their phone becomes subject to FOIA.
- Agenda Reference:** F
- Entity Proposing:** COMMITTEE OF THE WHOLE 12/3/18
- Description of Matter:** Move that per the November 29, 2018 memo from the Jail Administrator that authorization is given to enter into contract with Lexus Nexus to provide required automated law book access to prisoners for an amount of \$250 per month. And, all necessary signatures are authorized. Also, these cost be incorporated in the 2019 County Jail budget.
- Agenda Reference:** G
- Entity Proposing:** COMMITTEE OF THE WHOLE 12/3/18
- Description of Matter:** Move that authorization is given to post for an Account Clerk III position in the Drain Commissioner office (posting may be done immediately before Board of Commissioner action on this consent agenda item).

CELLULAR TELEPHONE USAGE

Revised 12/13/18

I. PURPOSE

To establish regulations which standardize the procedures utilized in the use of County-owned, rented, or leased cellular telephones in the conduct of official County business.

II. POLICY

Employees may be provided with cellular telephones for use in their County employment duties. If the cellular telephone service company provides the use of calling to an outside number at no cost to the County and the use of this number does not reduce the purchased minutes for county calls, then this number may be used on a limited basis for short durations as long as necessary work activities are conducted. Other than in this limited situation, County-owned, rented, or leased cellular telephone equipment is not to be used for personal business or used by a non-County employee except in emergency situations. Any employee using a County cellular telephone for an emergency situation will reimburse the County for the cost of using the equipment.

III. PROCEDURES

A. Acquisition. The acquisition of cellular telephones shall be limited to those instances in which there is a demonstrated need for such equipment to perform essential county business or to improve safety, increase productivity, increase service to the public or in situations in which necessary communications cannot be provided by any other means. Before purchasing, renting, or leasing equipment, each department shall submit their request in writing to the Board of Commissioners. No more than one cellular telephone shall be issued to any County employee.

Tuscola County will provide an unlimited local, and if deemed necessary, an unlimited nationwide plan at the most reasonable rate available to the County. The plan cost and details must be reviewed and approved by the Tuscola County Board of Commissioners PRIOR to implementation of the plan by the Tuscola County employee.

Tuscola County may furnish the phone and plan. If this option is chosen, the employee will be responsible for reimbursement to the County for any costs incurred due to the use of the County phone for personal business. The cellular phone and accessories will belong to the County with this option.

CELLULAR TELEPHONE USAGE

Revised 12/13/18

B. Reimbursement *In certain instances, Tuscola County will provide reimbursement to the employee for the most reasonable cost available to the County for an unlimited local, and if deemed necessary, an unlimited nationwide plan. Replacement, repair and maintenance of the cellular phone will be the employee's responsibility if this option is chosen. In order to receive reimbursement under this option, the employee shall submit to Accounts Payable a copy of their personal cell phone bill each month, with the appropriate signature and account number to be charged written on it.*

Replace paragraph above with the following:

B. Reimbursement In certain instances, Tuscola County will provide reimbursement to Elected Officials, Department Heads and On-Call employees at a rate of \$25.00 per month for their own personal cell phone. Replacement, repair and maintenance of the cellular phone will be the employee's responsibility if this option is chosen. In order to receive reimbursement under this option, the employee shall submit to Accounts Payable a copy of their personal cell phone bill each month, with the appropriate signature and account number to be charged written on it. Only employees who choose to use their own personal cell phone are eligible for reimbursement. When an employee chooses to receive reimbursement towards the cost of their personal cell phone, their phone becomes subject to FOIA.

C. Records. Each Department head will develop and maintain records sufficient to ensure proper utilization of County equipment. These records shall include cellular telephone assignment, cellular telephone use, and in particular, such information warranted under take home assignment to ensure accountability of equipment used beyond normal working hours.

TUSCOLA COUNTY EMPLOYEE TRAINING AGENDA:

1st Amendment Auditors: Thursday July 27th 1 PM and 3 PM

- Who are they?
- Profile of a First Amendment Auditor
- What to Expect
- How to Handle

De-Escalation-Signs of Escalating Risk: Thursday July 27th 1 PM and 3 PM

- How to Identify & De-Escalate an Agitated Person While Keeping Yourself Safe

Fire Safety: Friday July 28th 9:00 AM

- Goals of a Fire Prevention Program
- Fire Triangle Strategy
- Housekeeping Issues
- Flammable and Combustible Liquids
- Classes of Fire A,B,C and Dust
- Electrical Fire Hazards
- Compartmentalization
- How to use a Fire Extinguisher

Sexual Harassment: Friday July 28th 10:30 AM

- Principles, Concepts and Definitions
- Sexual Harassment and the Law
- Handling the Sexual Harassment Complaint
- Dangerous Words
- Protecting Yourself and Preventing Sexual Harassment
- To Protect Yourself Against Harassment

Emergency Preparedness: Friday July 28th 1:00 PM

- Identify hazards and assess risk.
- Assess capabilities and resources.
- Develop an emergency plan and procedures.
- Integrate the plan with the community plan.
- Conduct training.
- Public relations.
- Conduct Drills and Exercises.
- Develop Plan Audit Procedures

****TRAINING TO BE HELD IN THE BOARDROOM****



REGION VII AREA AGENCY ON AGING

WILLIAM SANDERS, CHAIR

BOB BROWN, EXECUTIVE DIRECTOR

June 29, 2023

Thomas Bardwell, Chairperson
Tuscola County Commissioners
125 W. Lincoln St., Suite 500
Caro, MI 48723

Dear Chair Bardwell:

Enclosed for review and adoption by your County Board of Commissioners is a copy of Region VII Area Agency on Aging's proposed Annual Implementation Plan (AIP) for FY 2024. After review, you are respectfully requested to forward a letter of support or resolution for the Plan to Region VII Area Agency on Aging.

Region VII Area Agency on Aging is respectfully requesting this response by 4:00 p.m. on July 20, 2023. If a response is not received by this date, we will consider the Plan to be passively approved by your Board.

Region VII area Agency on Aging's staff is available to provide an overview of the Annual Plan and how the funds benefit older adults within the planning and service area. If a presentation is requested, please call Connie Garcia, Contract Manager, at 989-893-4506 or by email at garcia@region7aaa.org.

This plan is also available for review online at: www.region7aaa.org.

Sincerely,

DocuSigned by:

Bob Brown

CF4F3B98A34F44B...

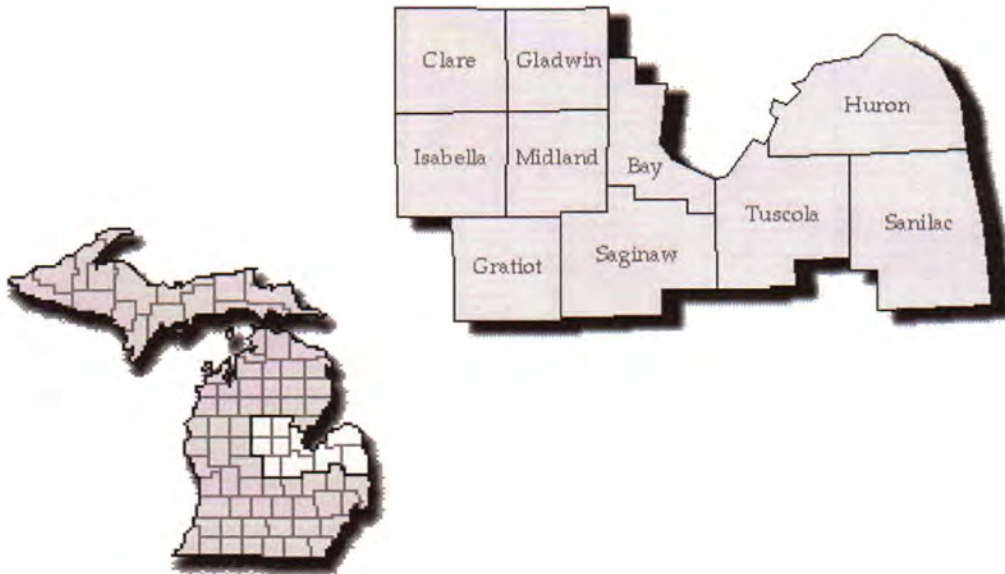
Bob Brown
Executive Director

BB/cg

Enclosure

MEMBER COUNTIES: BAY ■ CLARE ■ GLADWIN ■ GRATIOT ■ HURON ■ ISABELLA ■ MIDLAND ■ SAGINAW ■ SANILAC ■ TUSCOLA

2023—2025 Multi Year Plan
FY 2024 ANNUAL IMPLEMENTATION PLAN
REGION VII AREA AGENCY ON AGING 7



Planning and Service Area

Bay, Clare, Gladwin, Gratiot, Huron,
Isabella, Midland, Saginaw, Sanilac, Tuscola

Region VII Area Agency on Aging

1615 S. Euclid Avenue

Bay City, MI 48706

989-893-4506 (phone)

800-858-1637 (toll-free)

989-893-3770 (fax)

Bob Brown, Executive Director

www.region7aaa.org

Field Representative Julie Cortright

CortrightJ1@michigan.gov

517-282-3748

STATE OF MICHIGAN
Michigan Department of Health & Human Services
BUREAU OF AGING, COMMUNITY LIVING, AND SUPPORTS
FY2023-2025 Multi Year Plan

Region VII Area Agency On Aging

FY 2024

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Regional Direct Service Request

Approved MYP Program Development Objectives

2024 Program Development Objectives

Supplemental Documents

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Executive Summary

Include a summary that describes the AAA and the implementation plan including a brief description of the PSA (to include older adults in greatest economic need, minority, and/or non-English speaking), the AAA's mission, and primary focus for FY 2024.

Instructions

Please include in the Executive Summary a brief description of the following: The PSA and any significant changes to the current area plan.

A.) Any significant new priorities, plans or objectives set by the AAA for the use of (OAA) and state funding during FY 2024. If there are no new activities or changes, note that in your response.

B.) Any permanent changes to the AAA's operations based on the COVID-19 pandemic. In addition, please describe how the AAA is utilizing its American Rescue Plan Act (ARPA) funding.

C.) Current information about contingency planning for potential reduced federal funding (if plans include the pursuit of alternative funding, identify specific funding sources).

D.) A description of progress made through advocacy efforts to date and focus of advocacy efforts in FY 2024.

E.) A brief description of AAA's successes over the past year and any anticipated challenges for FY 2024.

Region VII Area Agency on Aging (AAA) was established in 1974 following an amendment to the Older Americans Act (OAA). The agency's mission is to provide effective and innovative care to improve the well-being of community residents in Bay, Clare, Gladwin, Gratiot, Huron, Isabella, Midland, Saginaw, Sanilac, and Tuscola counties using OAA funds, the Medicaid MI Choice home and community-based waiver, grants and local monies to meet the needs of vulnerable older adults and persons with disabilities.

Region VII AAA's main office is located in Bay City. Satellite offices are located in Harrison and Bad Axe to more efficiently serve the people of these regions.

On November 1, 2021, Region VII AAA's Sunrise Program of All-Inclusive Care for the Elderly (PACE) located at 5229 Lakeshore Road, Fort Gratiot, Michigan, opened its doors to the first participants, providing services such as primary medical care, hot meals, social activities, rehabilitation services and exercise, social work case management, and health services like dentistry, podiatry, optometry, and audiology. Care is provided by an Interdisciplinary Team (IDT) that is assigned to each participant consisting of the following staff: physician, registered nurse, home care coordinator, masters level social worker, occupational therapist, physical therapist, recreational therapist, registered dietitian, PACE center manager, certified nurse assistant, and transportation driver. Presbyterian Villages of Michigan played an integral role in their partnership with Region VII AAA to implement this program. PACE has 49 enrollments currently.

Region VII AAA continues to support Region VII Complete Community Care (CCC), an organization it sponsored in developing in order to meet the needs of the local community. Region VII CCC is located on

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the property adjacent to Region VII AAA's primary campus and is a strategic partner in advancing the care and needs of the aging population.

COVID-19 PANDEMIC EMERGENCY RESPONSE

In 2020, Region VII AAA started the process of directly offering vaccinations to clients in need. The agency started providing influenza vaccines and once authorized, our efforts transitioned into providing COVID-19 vaccinations. Since January 2021, Region VII AAA has been providing COVID-19 vaccines to staff and clients, including the booster doses. Additionally, Region VII AAA has started the process of offering a second booster dose. The primary focus when providing COVID-19 vaccines was to vaccinate those who have limited access, whether it be due to homebound status or living in an underserved area. That focus has continued while narrowing the focus on the homebound population.

That said, we have identified that few, if any, organizations in Region VII AAA's Planning and Service Area (PSA) are going into a homebound individual's home to give a vaccine. Region VII AAA has become the go-to agency in many areas to meet this need. As the need for vaccines for the homebound increased, we identified that additional staff would be needed to assist. Region VII is fortunate to be partnered with In Your Golden Years to meet that need. In Your Golden Years has contracted one of their LPNs to Region VII in order to go into the homes and administer doses.

Region VII AAA was also awarded funds from the No Wrong Door grant, allowing the purchase of 132 iPads to assist our older population in social isolation during the pandemic to communicate with family, friends, caregivers, and doctors.

PLANNED SPECIAL PROJECTS AND PARTNERSHIPS

Region VII AAA is in the beginning stages of the Bad Axe Wellness Center located next to the current senior center at 150 Nugent Road, Bad Axe. The center aims to care for those who are eligible for the Program of All-Inclusive Care for the Elderly (PACE), a benefit providing comprehensive service for senior citizens who are not enrolled in Medicaid or Medicare. This project, in part, was made possible via advocacy efforts by Region VII AAA staff and board members to their local legislators that allowed for a one time one million dollar investment into the center from the Michigan State Operating Budget.

Region VII AAA was also awarded funds through the American Rescue Plan Act (ARPA). These funds were to be used to assist in specific programs such as Supportive Services (III-B); Congregate Meals (III-C1); Home Delivered Meals (III-C2); National Family Caregiver (III-E); Preventative Health (III-D); Title VII Elder Abuse Prevention; Title VII Ombudsman; and NSIP (Nutrition Services Incentive Program). Funding paid out for each program is as follows: Title III-B \$123,656; Congregate Meals C-1 \$189,364; Home Delivered Meals C-2 \$372,099.07; Family Caregiver Support III-E \$50,770; Preventative Services \$985. The total paid out to date is \$736,874.07.

CARE TRANSITIONS COORDINATION AND SUPPORT

The Community Care Transition Program started in 2018. The program is designed as an unskilled care transitions model integrated with skilled medical care in the home. A Community Health Worker (CHW) visits with the client in the hospital room to pitch the program. The CHW will visit the client in the home within 3 days of the hospital discharge. There will be a goal set with the client, helping the patient to connect with needed resources, and also coaches to set up a post-hospitalization provider visit within 7 days of discharge. There will be a connection with the Pharmacist via video conference to review

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medications. The CHW will provide follow-up calls every week for the first month, then monthly calls for a year.

In the first year, there were 445 Care Transitions completed-- Ascension St. Mary's- 420; Ascension Genesys-25. Hospital re-admissions within 30 days for the same cause: Ascension St. Mary's: 1 (3%); Ascension Genesys 2 (8%); and total of 11 (2.7%). Region VII AAA's Care Transition team will continue to meet with participants that are transitioning from hospital to home in order to minimize the risk of readmission. The CHW or other health care professional will provide proactive discharge planning, extensive coaching, and post discharge supports. This coaching is intended to support adults age 60 or older discharging from a medical care institution to the place they consider to be home preventing re-institutionalization. Care Transitions are currently serving Ascension St. Mary's Hospital and McLaren Bay Region facilities.

Care Transition (CT) supports include intake, assessment, a development of service(s) plan, person centered planning, services arranging, primary care follow-up, medical transportation coordination, red flag warning education, medication review and weekly follow up.

Region VII was fortunate to be awarded funds through ACL's grant at the beginning of the fiscal year 2023 to help expand our Care Transitions Program. With this funding, we were able to identify another local hospital that was interested in launching our Care Transitions Program. Starting March 2023, we started to see clients at this new partner hospital and are currently working towards seeing an average of 20 clients per week as part of this partnership. Additionally, we are in talks with the other local hospital systems regarding the possibility of further expanding the program to their clients.

Currently, we are averaging about 10 clients a week at Ascension St. Mary's Hospital in Saginaw and about 10 clients a week at McLaren Bay Regional Hospital. Our goal is to increase the number of clients seen at McLaren Bay Regional Hospital to 20 clients a week in the coming months. That said, Region VII AAA is very proud of our Care Transitions Program and is working closely with the ACLS Bureau to share best practices. This sharing included a visit from Farah Hanley (MDHHS) on May 5, 2023 to observed a Care Transition visit at one of our local hospitals.

MANAGEMENT INITIATIVES/ACCREDITATIONS/CERTIFICATIONS

Region VII's MI Choice Waiver and Care Management programs are accredited through the National Committee for Quality Assurance (NCQA) for Case Management for Long-Term Services and Supports. Region VII AAA received a three year accreditation on 12/21/2020 that is valid until 12/21/2023. Region VII AAA will be undergoing the re-accreditation process during September/October of 2023.

Additionally, seventy-one people will be undergoing the Michigan Medicare/Medicaid Assistance Program (MMAP) recertification process this year from May to July, 2022. Six new people will be attending the initial training in May as well. Region VII AAA MMAP Department will be offering the new Medicare and You 2023 books in English, Spanish, and Braille.

A new Region VII employee in Information and Assistance (I&A) will be taking the Alliance of Information and Referral Systems (AIRS) certification training this year.

Moreover, Region VII AAA's Planning and Service Area (PSA) has a diverse age group, a challenge that

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Region VII AAA continues to address by understanding the needs of the communities. Region VII AAA plans to utilize the American Rescue Plan Act (ARPA) Funds to expand resources for Diversity, Equity, and Inclusion (DEI) training for staff and subcontractors; continued growth of the vaccination program in conjunction with the local Health Department; and continuation of the dental, vision, and hearing programs. We will continue to work with our provider network to make long lasting impacts within our PSA's aging services network. Region VII AAA has utilized grant funding to translate the Region VII Area Agency on Aging brochure into a Spanish version. Region VII AAA has been meeting individually with each provider from the 10 separate counties to develop individualized plans to better serve their communities.

SIGNIFICANT NEW PRIORITIES, PLANS, OR OBJECTIVES FOR THE USE OF OAA AND STATE FUNDING

Region VII Area Agency on Aging is advocating to serve the underserved populations. As described in the attached chart, the 10 county PSA has a diverse population of people that represent persons in poverty, Non-English speaking families, and many minority groups. Region VII AAA is advocating to legislators and representatives for much needed funding to provide home and community based services. In the 10 county PSA, 21.5% of the population is 65 years old or older. Many of these individuals require some type of support that is not available from family or informal supports. The largest communities for the following minority groups are: Black- Saginaw County (19.4%); American Indian/Alaska Native- Isabella County (4.0%); Asian-Midland County (2.3%); Native Hawaiian/Pacific Islander-Midland/Saginaw/Tuscola Counties (0.10%); Hispanic/Latinos-Saginaw County (9.2%)/ Gratiot County (6.8%)/ Bay County (5.8%). The Non-English speaking counties that have identified other languages spoken in the home are Clare County (5.5%-Spanish/Bangla); Isabella County (5.2%-Spanish); Midland County (4.2%-Spanish/Burmese). The percentage of persons reported being in the poverty level range from Midland County (10.6%) to Saginaw County (20.7%). Region VII AAA also has a goal to serve more of the Black, Indigenous, and People of Color (BIPOC) and Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ+) communities within our PSA. With this information, we will be able to target more efforts into spreading the word that services are available.

FY 2024 ADVOCACY EFFORTS

Region VII AAA's Executive Director has been meeting with State Representatives and Legislators to advocate to keep funding for the Older Americans Act. Additionally, all of the management staff have been doing presentations to local villages, townships, municipalities, etc. to share how important these services are to the community and what the millages are helping fund.

Region VII AAA will also seek out additional funding for programs through grant and any other opportunities as able.

CHALLENGES GOING INTO FY 2024

Region VII AAA will continue to make their presence out in the community to let people know about the services that are available. We will continue to build and strengthen partnerships within the communities. We will continue to build/ maintain the census in all programs going forward. We will support agencies to obtain/maintain adequate caregivers to provide the in home services to clients.

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County/Local Unit of Government Review

COUNTY/LOCAL UNIT OF GOVERNMENT REVIEW

The Area Agency on Aging (AAA) must send a request to the chairperson of each County Board of Commissioners. Notification can be sent via U.S. Mail or by electronic means, with delivery and signature confirmation, no later than June 30, 2023. For a Planning and Service Area (PSA) comprised of a single county or portion of the county, approval of the AIP is to be requested from each local unit of government. If the AAA does not receive a response from the county and/or local unit of government by July 20, 2023, the AIP is deemed passively approved. The AAA must notify their Bureau of Aging, Community Living, and Supports (ACLS Bureau) Field Representative by July 21, 2023, whether their counties and/or local units of government formally approved, passively approved, or disapproved the AIP.

The AAA may use electronic communication, including email and website-based documents, as an option for acquiring local government review and approval of the AIP. To employ this option, the AAA must do the following:

- A.) Send a letter through the U.S. Mail, with delivery and signature confirmation, or an email requiring a response confirming receipt to the chief elected official of each appropriate local government advising them of the availability of the final draft AIP on the AAA's website. Instructions for how to view and print the document must be included.
- B.) Offer to provide a printed copy of the AIP via U.S. Mail, or an electronic copy via email, if requested.
- C.) Be available to discuss the AIP with local government officials, if requested.
- D.) Request email notification from the local unit of government of their approval of the AIP or their related concerns.

Instructions

Describe the AAA's efforts, including use of electronic communication, to distribute the AIP to the appropriate county and/or local units of government to gain support.

TRIBAL NOTIFICATION

The Michigan Department of Health and Human Services (MDHHS) has an established relationship of working directly with the Federally Recognized Sovereign Indian Tribes of Michigan (Tribes). As part of this work, MDHHS recognizes the importance of Tribal notification including consultation of the complete AIP for each AAA within their PSA to encourage and foster collaboration between Title III and Title VI programming as outlined in the Older Americans Act (OAA).

AAAs, please send an official notification of your complete AIP for any Tribe(s) within your PSA for their review and consultation. If there are no Tribes within the PSA, please indicate that in your response and if a Tribe crosses more than one PSA, each AAA is still expected to send their AIP. Notification can be sent via U.S. Mail or by electronic means, with delivery and signature confirmation,

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no later than June 30, 2023. The AAA will notify their ACLS Field Representative by July 21, 2023, of any comments or feedback received from their Tribe(s). If no comments or feedback received, please indicate that in your response.

The AAA may use electronic communication, including email and website-based documents, as an option for Tribe notification and consultation of the AIP. To employ this option, the AAA must do the following:

- A.) Send a letter through the U.S. Mail, with delivery and signature confirmation, or an email requiring a response confirming receipt to the Chairperson of the Tribal Council advising them of the availability of the final draft AIP on the AAA's website. Instructions for how to view and print the document must be included.
- B.) Offer to provide a printed copy of the AIP via U.S. Mail, or an electronic copy via email, if requested.
- C.) Be available to discuss the AIP with Tribal elders and/or Tribal officials, if requested.
- D.) Request email notification from the Tribe of their comments and feedback of the AIP or their related concerns.

Instructions

Describe the AAA's efforts, including use of electronic communication, to distribute the AIP to the appropriate Tribe(s) within your PSA for notification and consultation. Describe any current and future collaborative efforts with Tribe(s) within your PSA. If no collaborative efforts planned, note that in your response.

By June 30, 2023, Region VII AAA will send a copy of the Annual Implementation Plan (AIP) to the Chair of each of the County Commissions in the Planning and Service Area and to the Chief of the Saginaw Chippewa Indian Tribe with a cover letter requesting approval of the plans by July 20, 2023. The letter will invite Commissioners to request a presentation about the plans. This correspondence will be sent by Certified U.S. Mail including a return receipt, along with an emailed copy to each entity.

In regards to tribal engagement, Region VII AAA has a member of the Saginaw Chippewa Indian Tribe on the Board of Directors. In addition, the multi-year and annual implementation plans have been shared with the Saginaw Chippewa Indian Tribe and Region VII AAA would like to present information to them if able and are open to collaborations.

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Public Hearings

At least one public hearing on the FY 2024 AIP must be held in the PSA. Hearing(s) must be made accessible to all. Persons need not be present at the hearing(s) to provide testimony. E-mail and written testimony must be accepted for at least a 30-day period beginning when the summary of the AIP is made available.

The AAA must post a notice of the public hearing(s) in a manner that can reasonably be expected to inform the public about the hearing(s). Acceptable posting methods include, but are not limited to: paid notice in at least one newspaper or newsletter with broad circulation throughout the PSA; as well as news sources geared toward communities of color, tribal, Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ+), immigrant communities and/or other underrepresented groups; presentation on the AAA's website, along with communication via email and social media referring to the notice; press releases and public service announcements; and a notice to AAA partners, service provider agencies, older adult organizations, and local units of government. *See Operating Standards for AAAs, Section B-2 #3.* The public hearing notice should be available at least 30 days in advance of the scheduled hearing. This notice must indicate the availability of a summary of the AIP at least 14 days prior to the hearing, along with information on how to obtain the summary. All components of the AIP should be available for the public hearing(s).

Instructions

Complete the chart below regarding your public hearing(s). Include the date, time, number of attendees and the location and accessibility of each public hearing. Please scan any written testimony (including emails received) as a PDF and upload on this tab.

In addition, the AAA should also upload into AMPS a copy of your official notice and/or press release(s) for a public hearing. Please describe the strategy/approach employed to encourage public attendance and testimony on the AIP. Describe all methods used to gain public input and any impacts on the AIP. Describe how the AAA factored the accessibility issues of the service population and others in choosing the format of the meeting.

Date	Location	Time	Barrier Free?	No. of Attendees
05/18/2023	ZOOM	02:00 PM	Yes	7
05/22/2023	ZOOM	10:00 AM	Yes	6

Notification for the public hearings was given to three local newspapers for April 18, 2023, listed on our website, and sent out to all of our vendors via email and Vendor View.

Notices were sent to three newspapers within Region VII AAA's PSA (The Saginaw News, Cass River Trader, and Morning Sun), posted on the agency's website, and distributed to the Board, Advisory Committee, and vendors in the 10-county region. A public hearing flyer was also distributed to AAA

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Partners, service providers, and older adults via email and social media. The flyer included several ways to participate in the hearing. Participants could join via Zoom on a computer or smart cell phone, or to call in to listen to the presentation and discussion after. Phone numbers and links were listed on the flyer for ease of participation.

The Saginaw News was chosen as it has the highest representation of Black and Hispanic population. The Morning Sun was chosen as it is circulated in Isabella County and has a large population of tribal members. The Cass River Trader was chosen as it represents many of the underserved populations in rural communities.

Two public hearings took place on Thursday, May 18, 2023 and Monday, May 22, 2023 via virtual conference (Zoom).

Slides were presented by Region VII AAA that reviewed the FY 2024 AIP which outlines how the federal and state funding will be used for programs and services benefiting older adults in Bay, Clare, Gladwin, Gratiot, Huron, Isabella, Midland, Saginaw, Sanilac, and Tuscola counties. There were no questions at either meeting.

The draft summary of the proposed plan was available on Friday, May 5, 2023 on the website, or by calling the main office for a copy. A deadline of May 23, 2023 will be given for any written testimony.

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Regional Service Definitions

If the AAA is proposing to fund a new (not previously approved in this multi-year planning cycle) service category that is not included in the Operating Standards for Service Programs, then information about the proposed service category must be included in this section.

Instructions
Enter the new regional service name, identify the service category, and fund source, include unit of service, minimum standards and why activities cannot be funded under an existing service definition.

Service Name/Definition

Rationale (Explain why activities cannot be funded under an existing service definition.)

Service Category	Fund Source			Unit of Service
Access	Title III PartB	Title III PartD	Title III PartE	
In-Home	Title VII	State Alternative Care	State Access	
Community	State In-home	State Respite		
	Other _____			

Minimum Standards

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Access Services

Access services may be provided to older adults directly through the AAA without a direct service provision request. These services include Care Transition Coordination & Support; Care Management; Case Coordination and Support; Options Counseling; Disaster Advocacy and Outreach Programs; Information and Assistance; Outreach, with specific attention to outreach with underserved populations, and Merit Award Trust Fund/State Caregiver Support-funded transportation. If the AAA is planning to provide any of the above noted access services directly during FY 2024, complete this section.

Instructions

Select from the list of access services those services the AAA plans to provide directly during FY 2024, and provide the information requested. Specify, in the appropriate text box for each service category, the planned goals and activities that will be undertaken to provide the service.

The Area Plan Grant Budget that is uploaded and saved in AMPS must include each access service to be provided directly in the Direct Service Budget details tab. The funding identified in this tab should correspond to the funding (Federal OAA Title III or VII and state funds) identified in the Area Plan Grant Budget's Support Services Detail tab. The method of provision must be specified in the Service Summary tab.

Care Management

<u>Starting Date</u>	10/01/2023	<u>Ending Date</u>	09/30/2024
Total of Federal Dollars	\$0.00	Total of State Dollars	\$471,825.00

Geographic area to be served
All 10 counties

Specify the planned goals and activities that will be undertaken to provide the service.

Region VII AAA expects to continue with the following goals:

Goal 1. Ensure appropriate care delivery to program participants.

Expected Outcome: Program participants will receive necessary assistance to maintain living in their home through an initial assessment and then quarterly in-home re-assessments; whereby, person-centered plans with emphasis on use of community resources will be developed by un-biased and professional Support Coordinators.

Goal 2. Build and maintain professional relationships to ensure that quality care is provided to program participants.

Expected Outcome: Support Coordinators' knowledge of community resources and communication with caregivers and service providers will ensure that each client receives quality care from trained professionals. On-site provider monitoring by trained staff and semi-annual peer review processes

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reinforces the commitment to quality care.

Goal 3. Enhance the agency's Quality Management Plan.

Expected Outcome: Region VII AAA Support Coordinators along with the agency's Quality Assurance Manager will ensure that program participants receive optimal person-centered, high-quality care that meets or exceeds the established standards of care set forth by the Michigan Department of Health and Human Services, Bureau of Aging, Community Living, and Supports (ACLS Bureau).

Goal 4. Continue attendance at Care Management meetings sponsored by ACLS Bureau.

Expected Outcome: Maintain on-going communication with ACLS Bureau's staff regarding Care Management policies, procedures, and practices.

Goal 5. Participate in training opportunities related to Person-Centered Planning

Expected Outcome: Participant choice will be honored and participants will maintain their independence in the least restrictive setting based on preferences and objectives.

Number of client pre-screenings:	Current Year:	71	Planned Next Year:	71
Number of initial client assessments:	Current Year:	71	Planned Next Year:	71
Number of initial client care plans:	Current Year:	42	Planned Next Year:	42
Total number of clients (carry over plus new):	Current Year:	226	Planned Next Year:	226
Staff to client ratio (Active and maintenance per Full time care	Current Year:	1:6	Planned Next Year:	1:6

Information and Assistance

<u>Starting Date</u>	10/01/2023	<u>Ending Date</u>	09/30/2024
Total of Federal Dollars	\$0.00	Total of State Dollars	\$75,019.00

Geographic area to be served

All 10 Counties

Specify the planned goals and activities that will be undertaken to provide the service.

Goal 1. Maintain and update the agency's Information and Assistance database to include services and resources that meet the needs of older adults and persons with disabilities.

Expected Outcome: Staff will monitor the Information and Assistance database to ensure that the most recent data is available and accurate.

Goal 2. Continue to promote professionalism, education, and quality improvement of Information and Assistance.

Expected Outcome: Staff will participate in inter-departmental meetings at the agency to ensure that information and programs are current and communicated. Region VII AAA continues to require staff to be

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certified by the Alliance of Information and Referral System (AIRS) and conducts random monthly quality assurance surveys of 10% of all calls. Additionally, the agency website www.region7aaa.org will continue to be updated. Staff will continue to support the Medicare Medicaid Assistance Program (MMAP).

Goal 3. Enhance marketing efforts of Information and Assistance.

Expected Outcome: Increased number of calls to Information and Assistance.

Outreach

<u>Starting Date</u>	10/01/2023	<u>Ending Date</u>	09/30/2024
Total of Federal Dollars	\$122,463.00	Total of State Dollars	\$0.00

Geographic area to be served

All 10 Counties

Specify the planned goals and activities that will be undertaken to provide the service.

Goal 1. Enhance outreach efforts of Region VII AAA.

Region VII AAA Executive Director, management and staff will continue to present information about available home and community-based services for older adults and persons with disabilities to all local governments, i.e. city/village councils, townships, elected officials and other influential groups within the PSA.

Additional outreach and partner development is planned and will involve businesses, healthcare entities, and community-based organizations.

Care Transition Coordination and Support

<u>Starting Date</u>	10/01/2023	<u>Ending Date</u>	09/30/2024
Total of Federal Dollars	\$33,334.00	Total of State Dollars	\$66,666.00

Geographic area to be served

All 10 Counties

Specify the planned goals and activities that will be undertaken to provide the service.

Region VII AAA's Care Transitions team will continue to meet with participants that are transitioning from hospital to home in order to minimize the risk of readmission. The Community Health Worker (CHW) or other health care professional will provide proactive discharge planning, extensive coaching, and post discharge supports. This coaching is intended to support adults age 60 or older discharging from a medical care institution to the place they consider to be home preventing re-institutionalization. Care Transitions are currently serving Ascension St. Mary's and McLaren Bay Region facilities.

Care Transition (CT) supports include intake, assessment, a development of service(s) plan, person centered planning, services arranging, primary care follow-up, medical transportation coordination, red flag warning education, medication review and weekly follow up.

Number of client pre-screenings:	Current Year:	497	Planned Next Year:	497
Number of initial client assessments:	Current Year:	330	Planned Next Year:	330

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Number of initial client care plans:	Current Year:	196	Planned Next Year:	196
Total number of clients (carry over plus new):	Current Year:	700	Planned Next Year:	700
Staff to client ratio (Active and maintenance per Full time care	Current Year:	1:11	Planned Next Year:	1:11

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Direct Service Request

This section applies only if the AAA is submitting a new request to provide an in-home, community, or nutrition service directly that was not previously approved in this multi-year planning cycle.

It is expected that in-home, community, and nutrition services will be provided under contracts with community-based service providers, but when appropriate, AAAs can request to provide these services directly. Direct service provision requests must be approved by the Commission on Services to the Aging (CSA). Direct service provision is defined as “providing a service directly to a senior, such as preparing meals, doing chore services, or working with seniors in an adult day setting.” Remember direct service provision by the AAA may be appropriate when, in the judgment of the ACLS Bureau:

- A.) Provision is necessary to ensure an adequate supply.
- B.) The service is directly related to the AAA’s administrative functions.
- C.) A service can be provided by the AAA more economically than any available contractor, and with comparable quality.

Instructions

Select the service from the list and enter the information requested pertaining to basis, justification, and public hearing discussion for any new Direct Service Request for FY 2024. Specify in the appropriate text box for each service category the planned goals and activities that will be undertaken to provide the service.

Direct service budget details for FY 2024 are to be included under the Direct Service Budget tab in the Area Plan Grant Budget. The funding identified in this tab should correspond to the funding (Federal OAA Title III or VII and state funds) identified on the Support Services Detail page.

Please skip this section if the AAA is not submitting a new request to provide an in-home, community, or nutrition service directly during FY 2024.

Medication Management

Total of Federal Dollars \$0.00 Total of State Dollars \$125,000.00

Geographic Area Served All 10 Counties

Planned goals, objectives, and activities that will be undertaken to provide the service in the appropriate text box for each service category.

Direct assistance in managing the use of both prescription and over-the-counter (OTC) medication.

Allowable program components include:

Face-to-face review of client’s prescription, OTC medication regimen, and use of herbs and dietary supplements.

Regular set-up of medication regimen (Rx pills, Rx injectables, and OTC medications).

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Monitoring of compliance with medication regimen.

Cueing via home-visit or telephone call.

Communicating with referral sources (physicians, family members, primary care givers, etc.) regarding compliance with medication regimen.

Family, caregiver, and client education and training.

The program shall employ a licensed Pharmacist who supervises program staff and is available to staff when they are in a client's home or making telephone reminder calls. Each program shall employ program staff who are appropriately licensed, certified, trained, oriented, and supervised.

The supervising Pharmacist shall review and evaluate the medication management care plan and the complete medication regimen, including prescription and OTC medications, dietary supplements and herbal remedies, with each client and appropriate caregiver. Each program shall implement a procedure for notifying the client's physician(s) of all medications being managed.

The program shall be operated within the five basic levels of service as follows:

Level 1: Telephone reminder call/cueing with maintenance of appropriate documentation. Program staff performing this level of service shall be delegated by the supervising nurse.

Level 2: In-home monitoring visit/cueing with maintenance of appropriate documentation.

Level 3: In-home medication set up, instructions, and passing and /or assistance with medications (e.g., putting in eye drops, giving pills and injections). Program staff performing level 3 services shall be delegated by the supervising nurse.

Level 4: The program shall maintain an individual medication log for each client that contains the following information:

- a. Each medication being taken.
- b. The dosage for each medication.
- c. Label instructions for use for each medication.
- d. Level of service provided and initials of person providing service.
- e. Date and time for each time services are provided.

Level 5: The program shall report any change in a client's condition to the client's physician(s) immediately.

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Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the direct service provision request (more than one may be selected).

(A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.

(B) Such services are directly related to the Area Agency's administrative functions.

(C) Such services can be provided more economically and with comparable quality by the Area Agency.

(A) Provision of the Medication Management by Region VII AAA is necessary to assure an adequate supply of assistance with healthcare.

(B) Healthcare services provided by the Pharmacist are directly related to Region VII AAA's Administrative functions and will be coordinated with other services to assure optimal health and wellbeing of persons served.

(C) Region VII AAA has been providing Medication Management services under a contract with a local hospital.

Provide a detailed justification for the direct service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency's efforts to secure services from an available provider of such services; or a description of the area agency's efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.

The agency has a licensed Pharmacist who has the capacity to provide the service. Region VII AAA has the administrative functions in place to provide, document, and bill for the services and will achieve an economy of scale by providing this service directly.

Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).

Presented the slides that included all information about Medication Management. Discussed the process Region VII AAA uses to provide this service. No questions were asked.

Friendly reassurance

Total of Federal Dollars \$25,000.00 Total of State Dollars \$0.00

Geographic Area Served All 10 Counties

Planned goals, objectives, and activities that will be undertaken to provide the service in the appropriate text box for each service category.

Goal: To make regular contact, through either telephone or in-home visits, with home-bound older persons to assure their well-being and safety and to provide companionship and social interaction.

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Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the direct service provision request (more than one may be selected).

- (A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.
- (B) Such services are directly related to the Area Agency's administrative functions.
- (C) Such services can be provided more economically and with comparable quality by the Area Agency.

A) Friendly Reassurance service by Region VII AAA is necessary to ensure the well-being of our clients.

(B) Friendly Reassurance services are directly related to Region VII AAA's administrative functions and will be coordinated with other services to assure optimal health and well-being of persons served.

(C) Region VII AAA will economically provide this important Friendly Reassurance service.

Provide a detailed justification for the direct service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency's efforts to secure services from an available provider of such services; or a description of the area agency's efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.

Region VII AAA is uniquely qualified to administer the Friendly Reassurance service, and this program will allow one person at Region VII AAA to provide the service to all 10 counties. Region VII AAA, as a service provider, is locally based yet not restricted by county actions. Region VII AAA is able to still check on clients even when county services are closed due to weather, emergencies, or disasters.

The regular calls and/or visits assure that any possible changes in the client's health are identified and recorded, helps reduce isolation, and allows clients to feel more connected to the community by enabling them to remain independent in their own homes.

Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).

Presented the slides that included all information about Friendly Reassurance. Discussed the process Region VII AAA uses to provide this service. No questions were asked.

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Regional Direct Service Request

This section applies only if the AAA is submitting a new request to provide a regional service directly that was not previously approved in the multi-year planning cycle.

It is expected that regionally defined services, as identified in the category above, will be provided under contract with community-based service providers, but when appropriate, a regional service provision request may be approved by the CSA to be provided directly. The basis for requesting direct provision of a regional direct service by the AAA would be if, in the judgment of ACLS Bureau:

- A.) Provision is necessary to assure an adequate supply.
- B.) The service is directly related to the AAA's administrative functions.
- C.) A service can be provided by the AAA more economically than any available contractor, and with comparable quality.

Instructions

AAAs that have a new request to provide a regional service directly must complete this tab for each service category. Enter the regional service name in the box and click "Add." The regional service name will appear in the dialog box on the left after the screen refreshes. Select the link for the newly added regional direct service and enter the information requested pertaining to basis, justification, and public hearing discussion for any new regional direct service request for FY 2024. Also specify in the appropriate text box for each service category the planned goals and activities that will be undertaken to provide the service.

Regional Direct Service Budget details for FY 2024 are to be included under the appropriate tab in the Area Plan Grant Budget. The funding identified in this tab should correspond to the funding (Federal OAA Title III or VII and state funds) identified in the Area Plan Grant Budget, Support Services Detail page.

Gap-Filling

Total of Federal Dollars \$0.00

Total of State Dollars \$1,000.00

Geographic Area Served All 10 Counties

Planned goals and activities that will be undertaken to provide the service in the appropriate text box for each service category.

Planned activities- Region VII AAA will reach out to community partners, looking for unserved needs and whether they can be met using gap filling funds. Support coordinators (SCs) will reach out to current participants and analyze unmet needs to see if they qualify for gap filling as well.

Planned goals- Region VII AAA will partner with local agencies (e.g. Community Action Committee, Commissions on Aging, etc.) to get their thoughts, opinions and buy-in on identifying needs. In addition, Region VII AAA will educate these entities about these funds so that they can be accessed in extreme emergency situations (like massive floods or a pandemic).

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Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the direct service provision request (more than one may be selected).

(A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.

(B) Such services are directly related to the Area Agency's administrative functions.

(C) Such services can be provided more economically and with comparable quality by the Area Agency.

(A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.

(C) Such services can be provided more economically and with comparable quality by the Area Agency .

Provide a detailed justification for the direct service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency's efforts to secure services from an available provider of such services; or a description of the area agency's efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.

Region VII AAA has requested funding and the need for flexibility with these funds to meet emerging needs such as food, transportation, natural disasters, etc. Region VII AAA has shown that it has the resources and staff available to handle such emergencies if the funding is granted .

Some of the items Region VII AAA is looking at addressing, should the COVID-19 virus continue to spike or a natural disaster happens, and a need arises, are purchasing and delivering groceries, prescriptions, hygiene kits/personal care supplies, along with PPE or any other supplies that older adults cannot get due to inability to get to a store, or due to fear. Wellness checks would be provided, and friendly reassurance via telehealth or by phone. Region VII AAA would like to provide alternative meals if other sources are not available at the time, which recently happened.

Support Coordinators document services not currently available to meet the needs of the participants in and around our 10-county PSA. As these are identified, gap-filling can allow Region VII AAA to have funding to meet the need where it is.

Region VII AAA was able to replace dry wells for safe drinking water when the floods hit Gladwin , Midland, and Saginaw. Staff assisted in meal delivery when programs were shut down , and Region VII AAA provided personal protective equipment (PPE) for those in need during the COVID pandemic. Because of the newest strains of this virus and the unstable environment it is causing, gap-filling services for emergency situations is crucial.

Recently, Region VII AAA worked with one of its HDM vendors to quickly get shelf stable meals to three counties whose congregate and HDM kitchens were shut down due to COVID. The meals were sent via Fed-Ex overnight to assure a timely delivery.

Region VII AAA is currently in the process of hiring up to 10 Home Health Aides (HHA) to fill the large gap

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created by the direct care worker (DCW) shortage in our 10-county area.

Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).

Presented the slides that included all information about Gap Filling. Discussed the process Region VII AAA uses to provide this service. No questions were asked.

Caregiver and Community Transportation

Total of Federal Dollars \$22,822.00 Total of State Dollars \$0.00

Geographic Area Served All 10 Counties

Planned goals and activities that will be undertaken to provide the service in the appropriate text box for each service category.

Region VII AAA will ensure that all older adults and persons with disabilities within the Region VII AAA PSA are provided transportation based on their individual needs, that are not otherwise being met.

ACTIVITIES:

1. Region VII AAA will assist clients in finding affordable transportation from both private and public entities prior to providing transportation to clients.
2. Region VII AAA will verify that any transportation source used meets or exceeds the standards of Region VII AAA's own transportation system.
3. Region VII AAA will work with community-based programs to find suitable solutions for those that need transportation and will only be a short notice, ride-of-last resort transportation program.
4. Region VII AAA will work with community-based programs to find suitable solutions for those that need transportation and continue to expand Region VII AAA's short notice, ride-of-last-resort transportation.

Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the direct service provision request (more than one may be selected).

(A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.

(B) Such services are directly related to the Area Agency's administrative functions.

(C) Such services can be provided more economically and with comparable quality by the Area Agency.

(A) Adequate transportation options are consistently identified as a priority by community dwelling older adults and their families. The existence of short notice transportation for "life emergencies" that extend beyond medical concerns continue to be an unmet need. Region VII AAA will provide an affordable and available service option where one does not previously exist.

(C) Commercial transportation providers average cost for local transportation is \$82.65 per round trip, also some commercial transportation services have costs in excess of \$250.00 for distances less than 30 miles for vehicles equipped to accommodate wheelchairs. Comparatively, Region VII AAA is able to provide

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transportation at a rate at least one-third cheaper on average than other existing providers round trip due to cost efficiencies.

Provide a detailed justification for the direct service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency's efforts to secure services from an available provider of such services; or a description of the area agency's efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.

The lack of capacity to meet demands and the expense of fulfilling travel requests within the Region VII AAA PSA are factors affecting Region VII AAA's decision to provide Caregiver and Community Transportation within the Region VII AAA PSA.

Transportation has been consistently proven to be in the top three most requested services by individuals contacting Region VII AAA and by healthcare providers in the PSA. Region VII AAA contracts out transportation with interested county units on aging. However, county transportation options for those seeking medical rides are not uniform and consistent across the PSA. Some communities offer exceptional coverage and responsive service while other communities have no transportation available.

Examples:

County Millage Funded Transportation.

Saginaw County STARS operating accessible on-demand vehicles but in a limited service area.

Thumb Body Express in Tuscola offers service only to Transportation Provided by County Unit on Aging/Service Providers.

Midland is limited in scope and availability.

Parts of Gratiot County not served by Alma Dial-A-Ride.

Parts of Saginaw County not served by STARS.

Tuscola County Thumb Body Express, the public transit offers service only to Almer and Indianfields Townships as well as the City of Caro, with limited service to Cass City, Mayville, and Vassar.

Additionally problematic for coordination of non-emergency medical transportation is the geography and distance to healthcare providers for people we serve in some of our rural communities. Examples include: the lower half of Sanilac County which borders St. Clair County and Lapeer to the South/South-West. The North and West corner of Tuscola County particularly Fairgrove/Unionville proper and outlying areas. Rural Saginaw County (Hemlock, Chesaning, and Saint Charles).

Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).

Presented the slides that included all information about Caregiver and Community Transportation . Discussed the process Region VII AAA uses to provide this service. No questions were asked.

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Approved MYP Program Development Objectives

Program development goals and objectives previously set by the AAA and approved by the CSA in this multi-year planning cycle are included as read-only. For each of these established program development objectives, a text box is included for the AAA to provide information on progress toward the objectives to date. This text box is editable.

Instructions

Please provide information on progress to date for each established objective under the section tab entitled "Progress."

For the Diversity, Equity, and Inclusion (DEI), the ACLS Bureau Operating Standards for AAAs have long required that preference be given to serving older persons in greatest social or economic need with particular attention to low-income minority elderly.

Please refer to Operating Standards for AAAs sections C-2 and C-4 along with the Document Library for the ACLS Bureau training completed on Embedding Diversity, Equity & Inclusion (DEI) within Aging Services across Michigan for the MYP 2023-2025 Cycle.

Within the progress tab, ensure to address, at a minimum, the below DEI Program Development Objectives that correlate to the MYP DEI Goal:

Improve the Accessibility of Services to Michigan's Communities and People of Color, Immigrants and LGBTQ+ Individuals.

Objective 1- Increase services provided to Black, Indigenous (tribal) and People of Color (BIPOC) and LGBTQ+ seniors served in your region. *Please include how the AAA is measuring this progress including how you will ensure that programming and outreach is culturally sensitive and welcoming to all.*

Objective 2- Increase the number of AAA staff, providers, caregivers, and volunteers trained in implicit bias, cultural competencies, and root causes of racism. *Please include a brief description of how the AAA tracks to ensure the number of individuals trained has increased.*

Objective 3- Increase availability of linguistic translation services and communications based on the cultural needs in the region in which you serve. *Please include the top 3 requested linguistic translation services for your PSA. How does the AAA ensure that linguistic translation services are meeting the needs of the older adults within their PSA?*

See Document Library for training PPT and recording of ACLS DEI training completed for the 2023-2025 MYP Cycle.

Area Agency on Aging Goal

- A. Provide training, resources, and technical assistance to vendors, caregivers, and staff regarding implicit bias, cultural competencies, and root causes of racism.

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Objectives

1. Increase the number of well-trained, qualified, and supportive multicultural direct care workers through collaboration by elevating the workforce, improving retention, promoting its collective value, and supporting opportunities to increase wages.
Timeline: 10/01/2022 to 09/30/2025

Progress

In FY 2023, the following trainings were provided to staff:

- * Diversity and Inclusion
- * Corporate Compliance
- * False Claims Act
- * HIPAA
- * Implicit Bias
- * Fire Safety Training
- * Infection Control Overview
- * Abuse and Elder Justice
- * Communication and Ethics
- * Understanding Sexual Harassment
- * Blood Borne Pathogens and Your Exposure Control Plan
- * CPR/ First Aid
- * Introduction to LGBTQ+ Older Adults
- * BIPOC training will be provided in June 2023

Direct Care Workers received premium pay in addition to their regular wages as a means to retain workers . In FY 2024, staff and providers will be mandated to participate in additional trainings .

B. Partner with local minority agencies to ensure services for all clients, including people of color and the LGBTQ+ communities.

Objectives

1. Identify local minority agencies servicing seniors.
Timeline: 10/01/2022 to 09/30/2025

Progress

On March 3, 2023, Region VII AAA partnered with MiGen- Michigan LGBTQ+ Elders Network to provide and Synchronous/ Instructor-Led Training. The training was offered to all of the providers in the network as well as the staff of Region VII AAA.

On June 19, 2023, there will be a BIPOC training provided to vendors in the PSA Network.

Information and Assistance has LGBTQ+ Friendly resources available to share with the community if they are requested. Region VII AAA has participated in the PRIDE event for 2 years in a row providing information on services that are offered.

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Outreach will continue to be provided to all areas of the PSA reaching a diverse group of people. Region VII AAA also is reaching out to local community leaders to share information on services that are available.

Region VII AAA has been collaborating with MPH Salud which is a Hispanic Outreach Program for Community Health Workers. Region VII AAA is learning how to reach immigrant elders and get services to them. It has been learned that language is not the biggest barrier, but the knowledge that services are available. Several staff have been participating in monthly meetings. Region VII staff or translators would be able to communicate with non-English speaking people if services were needed.

Region VII has a Board of Directors member who serves on the Michigan Seniors Advocates Council and is also a member of the Saginaw Chippewa Indian Tribe. He has actively involved in the Aging in Place initiative.

C. Identify additional vendors to provide linguistic translation services and communications based on the cultural needs in our 10-county PSA, and inform current providers of these services.

Objectives

1. Research and identify linguistic providers of need
Timeline: 10/01/2022 to 09/30/2025

Progress

On several occasions, Region VII AAA has reached out to V.O.I. C. E. - Valley Organization for Improved Communications and Equality for the Deaf and Hard of Hearing. The Medicare and Medicaid Assistance Program (MMAP) had a client who was deaf and needed a sign language interpreter. This agency came to the Region VII AAA office to translate for her appointments. V.O.I.C.E. also has interpreters for other languages such as Spanish and Mandarin. Region VII AAA has the ability to use the V.O.I.C.E. services as needed.

The MMAP program has also requested Medicare and You 2023 books in English, Spanish, and Braille.

Region VII AAA has received a grant to translate the agency brochure in Spanish. These brochures have been shared throughout the PSA to spread the awareness that services are available for all people of the community. Region VII AAA staff, Board, and Advisory Council members are distributing them in all 10 counties.

D. Continue the work previously done under the No Wrong Door Grant to connect seniors experiencing social isolation with their family, friends, doctors, etc. by providing technology (e.g. Tablets/IPads)

Objectives

1. Find someone to research and identify partners to continue with the program
Timeline: 10/01/2022 to 09/30/2025

Progress

The No Wrong Door Grant has ended, but Region VII AAA has a Friendly Reassurance Program to help seniors with isolation and resources. These seniors receive weekly, biweekly, or monthly check in calls to see how they are doing and if they need resources such as rides to doctor appointments.

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Region VII AAA will continue to look for new opportunities to assist the seniors of our community .

Region VII was able to give an additional 10 tablets to seniors in January 2023.

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2024 Program Development Objectives

FY 2024 AIP PROGRAM DEVELOPMENT OBJECTIVES

Please provide information for any new program development goals and objectives that are proposed by the AAA during FY 2024.

Instructions

The AAA must enter each new program development goal in the appropriate text box. It is acceptable, though not required, if some of the AAA's program development goals correspond to ACLS Bureau's State Plan Goals. There is an entry box to identify which, if any, State Plan Goals correlate with the entered goal.

A narrative for each program development goal should be entered in the appropriate text box. Enter objectives related to each program development goal in the appropriate text box. Complete the information in the text boxes for the timeline, planned activities and expected outcomes for each objective (see Document Library for additional instructions on completing the Program Development section).

Area Agency on Aging Goal

A.

State Goal Match:

Narrative

Objectives

1.

Timeline: to

Activities

Expected Outcome

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Supplemental Documents

Document A: Policy Board Membership (Required).

Document B: Advisory Council Membership (Required).

SUPPLEMENTAL DOCUMENTS FOR SPECIAL APPROVAL

Select the supplemental document(s) from the list below only if applicable to the AAA's FY 2024 AIP. Provide all requested information for each selected document. Note that older versions of these documents will not be accepted and should not be uploaded as separate documents.

Document C: Proposal Selection Criteria - should only be completed if there are new or changed criteria for selecting providers (only if applicable).

Document D: Cash-In-Lieu-Of-Commodity Agreement (only if applicable).

Document E: Waiver of Minimum Percentage of a Priority Service Category (only if applicable).

Document F: Request to Transfer Funds (only if applicable).

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SUPPLEMENTAL DOCUMENT A
Board of Directors Membership

	Asian/Pacific Islander	African American	Native American/ Alaskan	Hispanic Origin	Persons with Disabilities	Female	Total Membership
Membership Demographics	0	2	1	0	0	4	12
Aged 60 and Over	0	1	1	0	0	4	11

Board Member Name	Geographic Area	Affiliation	Membership Status
Patrick Beson	Bay County	Treasurer	Appointed
Vacant	Midland County	Member-at-Large	Appointed
Joseph Sowmick	Isabella County		Appointed
Dan Glaza	Huron County		Appointed
Christine J. Lee	Sanilac County		Appointed
Brenda F. Moore	Saginaw County	City of Saginaw Mayor	Elected Official
Corrine (Corey) Netzley	Gratiot County		Appointed
William Sanders	Tuscola County	Chair	Appointed
Darryl E. Thomas	Saginaw County	Vice-Chair	Appointed
Mike Tobin	Clare County	Member-at-Large	Appointed
Joel Vernier	Gladwin County		Appointed
William Walters	Sanilac County	Secretary Advisory Council Liaison	Appointed

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SUPPLEMENTAL DOCUMENT B
Advisory Board Membership

	Asian/ Pacific Islander	African American	Native American/ Alaskan	Hispanic Origin	Persons with Disabilities	Female	Total Membership
Membership Demographics	0	0	0	0	0	4	11
Aged 60 and Over	0	0	0	0	0	4	11

Board Member Name	Geographic Area	Affiliation
Sandra Bristol	Clare County	
Diane Conroy-Kellogg	Gratiot County	Secretary
Jacqueline Curtis	Isabella County	
Mary Donnelly	Bay County	Representative of Health Care Provider Org.
Melvin McNally	Bay County	Vice-Chair
Wayne Susalla	Huron County	
Daniel Sheehan	Gladwin County	
Jack Tany	Saginaw County	
William Walters	Sanilac County	Chair Labor Representative
Henry Wymore	Tuscola County	

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SUPPLEMENTAL DOCUMENT F
Request to Transfer Funds

1	The Area Agency on Aging requests approval to transfer funds from Title III-B Supportive Services to Title III-C Nutrition Services. The Agency assures that this action will not result in a reduction in support for in-home services and senior center staffing. Rationale for this request is below.	Amount of Transfer 0
2	The Area Agency on Aging requests approval to transfer funds from Title III-C1 Congregate Nutrition Services to Title III-B Supportive Services for in-home services. The rationale as to why congregate participation cannot be increased is described below.	Amount of Transfer 333,234
3	The Area Agency on Aging requests approval to transfer funds from Title III-C1 Congregate Nutrition to Title III-B Supportive Services for participant transportation to and from meal sites to possibly increase participation in the Congregate Nutrition Program. Rationale for this request is below.	Amount of Transfer 0

FY 2024 NUTRITION / OMBUDSMAN / RESPITE / KINSHIP - PROGRAM BUDGET DETAIL

Rev. 5/23/23

Agency: Region VII Area Agency on Aging Budget Period: 10/01/23 to 9/29/24
 PSA: 7 Date: 06/27/23 Rev. Number 2

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FY 2024 AREA PLAN GRANT BUDGET - TITLE III-C NUTRITION SERVICES DETAIL

Op Sld	SERVICE CATEGORY	Title III C-1	Title III C-2	State Congregate	State HDM	NSIP	Title III-E	Program Income	Cash Match	In-Kind Match	TOTAL
	Nutrition Services										
C-3	Congregate Meals	478,508		18,433		165,354	-	362,767	41,964	13,252	1,080,278
B-5	Home Delivered Meals		964,440		914,519	604,322	-	939,480	181,633	27,141	3,631,535
C-4	Nutrition Counseling										-
C-5	Nutrition Education										-
B-12	Carry-out Meal (COM)										-
	AAA RD/Nutritionist*	85,000									85,000
	Nutrition Services Total	563,508	964,440	18,433	914,519	769,676	-	1,302,247	223,597	40,393	4,796,813

*Registered Dietitian, Nutritionist or individual with comparable certification, as approved by AASA.

FY 2024 AREA PLAN GRANT BUDGET - TITLE VII LTC OMBUDSMAN DETAIL

Op Sld	SERVICE CATEGORY	Title III-B	Title VII-A	Title VII-EAP	State NHO	MSO Fund	Program Income	Cash Match	In-Kind Match	TOTAL
	LTC Ombudsman Ser									
C-11	LTC Ombudsman	14,922	12,168	-	40,524	16,648	305	-	9,362	93,929
C-15	Elder Abuse Prevention				12,504		93	-	1,389	13,986
	Region Specific									
	LTC Ombudsman Ser Total	14,922	12,168	12,504	40,524	16,648	398	-	10,751	107,915

FY 2024 AREA PLAN GRANT BUDGET - RESPITE SERVICE DETAIL

Op Sld	SERVICES PROVIDED AS A FORM OF RESPITE CARE	Title III-B	Title III-E	State Alt Care	State Escheats	State In-Home	Merit Award Trust Fund	Program Income	Cash/In-Kind Match	TOTAL
B-1	Chore									-
B-4	Homemaking									-
B-2	Home Care Assistance									-
B-6	Home Health Aide									-
B-10	Meal Preparation/HDM									-
B-8	Personal Care									-
	Respite Service Total	-	-	-	-	-	-	-	-	-

FY 2024 AREA PLAN GRANT BUDGET - TITLE E - KINSHIP SERVICES DETAIL

Op Sld	SERVICE CATEGORY	Title III-B	Title III-E	Program Income	Cash Match	In-Kind Match	TOTAL
	Kinship Ser. Amounts Only						
C-18	Caregiver Sup. Services	-		-		-	-
C-19	Kinship Support Services	-	32,853	-	-	3,650	36,503
C-20	Caregiver E.S.T	-		-		-	-
	Kinship Services Total	-	32,853	-	-	3,650	36,503

Agency: Region VII Area Agency on Aging
 PSA: 7
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Op Sd	SERVICE CATEGORY	Title III - B	Title III - D	Title III - E	Title VIII - A	Title VII - A	State Access	State In-Home	St. Alt. Care	State Care Mgmt	State NHO	St. ANS	St. Respite (Escheat)	MATF	St. CG Suppl	MSO Fund	Program Income	Cash Match	In-Kind Match	TOTAL
A-1	Care Management						15,000			431,825		25,000				2,800	1,323	-	61,089	531,077
A-2	Case Coord/Supp	301,923		101,360													108,996	21,979	23,497	565,755
A-3	Disaster Advocacy & Outreach Program																			
A-4	Information & Assis																			
A-5	Outreach	122,463					40,019					35,000					2,449	5,380	8,227	138,519
A-6	Transportation	100,000		13,000													30,202	12,566		155,758
A-7	Options Counseling																			
A-8	Care Transition/Coordination and Support	66,667						33,333												100,000
B																				
B-1	Chore																			
B-2	Home Care Assis	31,605															15,804	1,860	1,854	50,923
B-3	Home Injury Cmtl																			
B-4	Homemaking	13,297						571,712	53,039			1,500					252,928	46,333	31,825	970,435
B-6	Home Health Aide							62,500	62,500										13,889	138,889
B-7	Medication Mgt							484,482	58,334								135,738	29,046	28,813	756,413
B-8	Personal Care	22,000							39,842											
B-9	Assistive Devices/Tech																			
B-10	Respite Care	26,434						192,649									90,568	15,336	17,560	418,862
B-11	Friendly Reassurance	25,000																	21,778	21,778
C	Legal Assistance	56,000															687		6,222	62,909
C-1	Adult Day Services								866			24,297	123,173	203,176	18,392		142,792	4,173	37,058	555,107
C-6	Disease Prevent/Health Promtion																			79,274
C-7	Health Screening																			
C-8	Assist to Hearing Impaired & Deaf Cmty	40,947																		50,135
C-9	Home Repair	43,000																		93,929
C-11	LTC Ombudsman	14,922									40,524									56,067
C-12	St. Chr Operations	13,000																		14,658
C-13	St. Chr Staffing	122,000																		128,192
C-14	Vision Services																			
C-15	Prevent of Elder Abuse/Neglect/Exploitation																			
C-16	Counseling Services																			13,966
C-18	Caregiver Support Services																			88,237
C-19	Kinship Support Services																			36,503
C-20	Caregiver E.S.T																			201,312
*C-8	Program Develop	168,006																		166,673
	Region Specific																			
	Critical Urgent Unmet Needs																			
	Nursing Services																			
	c. Gap Filling							500	500											1,111
	d																			
	7. CLP/ADRC Services																			22,758
Sp Co	8. MATF Adm																			2,807
Sp Co	9. STCG Supp Adm																			2,807
	SUPPORT SERV TOTAL	1,173,264	63,930	397,099	12,504	12,168	55,019	1,346,176	215,111	431,825	40,524	85,797	123,173	252,867	31,199	19,448	815,109	144,173	315,255	5,534,161

FY 2024 AREA PLAN GRANT BUDGET

Rev. 5/23/23

Agency: Region VII Area Agency on Aging

Budget Period: 10/01/23 to 09/29/24

PSA: 7

Date: 06/27/23

Rev. No.: 2

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SERVICES SUMMARY

FUND SOURCE	SUPPORTIVE SERVICES	NUTRITION SERVICES	TOTAL
1. Federal Title III-B Services	1,173,264		1,173,264
2. Fed. Title III-C1 (Congregate)		563,508	563,508
3. State Congregate Nutrition		18,433	18,433
4. Federal Title III-C2 (HDM)		964,440	964,440
5. State Home Delivered Meals		914,519	914,519
8. Fed. Title III-D (Prev. Health)	63,930		63,930
9. Federal Title III-E (NFCSP)	397,069		397,069
10. Federal Title VII-A	12,168		12,168
10. Federal Title VII-EAP			12,504
11. State Access	55,019		55,019
12. State In-Home	1,345,176		1,345,176
13. State Alternative Care	215,111		215,111
14. State Care Management	431,825		431,825
15. St. ANS	85,797		85,797
16. St. N ursing Home Ombs (NHO)	40,524		40,524
17. Local Match			
a. Cash	144,173	223,597	367,770
b. In-Kind	315,255	40,393	355,648
18. State Respite Care (Escheat)	123,723		123,723
19. MATF	230,109		230,109
19. St. CG Support	28,392		28,392
20. TCM/Medicaid & MSO	19,448		19,448
21. NSIP		769,676	769,676
22. Program Income	815,109	1,302,247	2,117,356
TOTAL:	5,508,596	4,796,813	10,305,409

BGP Allocation Amount 7,939,562

I certify that I am authorized to sign on behalf of the Area Agency on Aging. This budget represents necessary costs for implementation of the Area Plan. Adequate documentation and records will be maintained to support required program expenditures.

Signature _____

Title _____

Date _____

ADMINISTRATION

Revenues	Local Cash	Local In-Kind	Total
Federal Administration	351,357	42,000	14,500
State Administration	61,266		61,266
MATF Administration	22,758		22,758
St. CG Support Administration	2,807		2,807
Other Admin	36,739		36,739
Total AIP Admin:	474,927	42,000	14,500

Expenditures	FTEs	
1. Salaries/Wages	3.85	237,823
2. Fringe Benefits		93,124
3. Office Operations		112,983
Total:		443,930

Cash Match Detail		In-Kind Match Detail	
Source	Amount	Source	Amount
1. Federal Admin	42,000	1. Federal Admin - In-Kind Space	10,500
2. Federal Admin	-	2. Federal Admin - In-Kind Space Care M	4,000
3. Federal Admin	-	3. Federal Admin	-
MATF Administration Match	-	MATF Administration Match	-
St CG Support Match	-	St CG Support Match	-
Total:	42,000	Total:	14,500



MICHIGAN MUNICIPAL
RISK MANAGEMENT
A U T H O R I T Y

June 29, 2023

Clayette Zechmeister
County of Tuscola
125 W. Lincoln Street
Caro, MI 48723

Dear Clayette Zechmeister:

Thank you for your recent renewal with the Michigan Municipal Risk Management Authority (MMRMA). On behalf of the MMRMA Board of Directors, I am very pleased to provide the County of Tuscola with \$154,477. This represents your share of the distribution of excess net assets from MMRMA to current eligible renewing Members declared by the Board in January 2023. In accordance with your instructions, the full amount of \$154,477 has been sent via electronic funds transfer to the bank account indicated on your ACH Authorization Form.

The Board determined whether to declare a distribution of excess net assets based on a recommendation from the Investment Committee and the most recent analysis by our actuary of net asset adequacy of MMRMA at June 30, 2022. This year, the Board declared a net asset distribution of \$29,733,869 to eligible Members. Many factors contribute to the ability of the Board to declare a distribution, including better than expected loss trends, good risk management practices, responsiveness to risk control recommendations, and a successful well-diversified long-term investment strategy. A new actuarial analysis is performed each year to determine if there are excess net assets eligible for distribution; because each year's analysis is discrete, there is no guarantee of future distributions.

However, the essential and most important factor allowing MMRMA to distribute excess net assets is the long-term commitment of its Members. A majority of MMRMA Members have over 20 years of continuous membership, and several have more than 35 continuous years with our organization. The method used to calculate the distribution of excess net assets recognizes and rewards those municipalities with sustained longevity. In addition to your years of continuous membership, the calculation method considers your claim loss history in excess of your self-insured retention (SIR) layer and your contributions to the General Fund over the past five years. Without your ongoing participation and commitment to best practices, such distributions would not be possible. The ultimate recognition of the success of our organization goes to you – the MMRMA Members. The Board and I sincerely thank you for your loyal support of MMRMA.

Warmest regards,

Michael L. Rhyner
Executive Director

Cc: Tim McClorey

Michigan Municipal Risk Management Net Asset Distribution History

2018	\$ 95,735.00
2019	\$ 113,097.00
2020	\$ 116,161.00
2021	\$ 118,087.00
2022	\$ 177,294.00
2023	\$ 154,477.00

