

**TUSCOLA COUNTY BOARD OF COMMISSIONERS  
MEETING AGENDA**

**THURSDAY, JULY 13, 2017 – 8:00 A.M.**

**H. H. PURDY BUILDING BOARD ROOM  
125 W. Lincoln Street  
Caro, MI**

125 W. Lincoln Street  
Caro, MI 48723

Phone: 989-672-3700  
Fax : 989-672-4011

- 8:00 A.M. Call to Order – Chairperson Bardwell  
Prayer – Pastor Doug Abel, Vassar First Presbyterian Church  
Pledge of Allegiance – Commissioner Young  
Roll Call – Clerk Fetting  
Adoption of Agenda  
Action on Previous Meeting Minutes (See Correspondence #1)  
Brief Public Comment Period for Agenda Items Only  
Consent Agenda Resolution (None)  
New Business  
    -Resolution Honoring Margot D. Roedel's Service to Tuscola County  
        Medical Care Community (See Correspondence #2)  
    -Register of Deeds Update Regarding Foreclosures and Revenues  
    -Network Security Enhancements (See Correspondence #3)  
    -Update from Value Added Agriculture Meeting 7-12-17  
    -Michigan County Fund Balance Information (See Correspondence  
        #4)  
    -2018 Region VII Area Agency Implementation Plan (See  
        Correspondence #5)  
    -Johnson Controls Service Contract (See Correspondence #6)  
    -Indigent Defense Compliance Plan  
    -Bid for Animal Shelter Concrete Pad  
Old Business  
Correspondence/Resolutions

**COMMISSIONER LIAISON COMMITTEE REPORTS**

**BARDWELL**

Economic Development Corp/Brownfield Redevelopment  
Caro DDA/TIFA  
MAC Finance  
MAC 7<sup>th</sup> District  
Local Unit of Government Activity Report  
TRIAD  
Behavioral Health Systems Board  
MAC Workers Comp Board

KIRKPATRICK

Board of Health  
Community Corrections Advisory Board  
Dept. of Human Services/Medical Care Facility Liaison  
MI Renewable Energy Coalition  
MEMS All Hazards  
MAC Environmental Regulatory – Vice Chair  
Cass River Greenways Pathway  
Local Unit of Government Activity Report  
NACO- Energy, Environment & Land Use  
Jail Planning Committee  
Saginaw Bay Coastal Initiative  
Tuscola In-Sync  
Region VI Tourism Discussions

BIERLEIN

Genesee Shiawassee Thumb Works  
Human Development Commission (HDC)  
Recycling Advisory Committee  
Local Emergency Planning Committee (LEPC)  
Great Start Collaborative Council  
Local Unit of Government Activity Report  
MAC Board of Directors  
Human Services Collaborative Council  
MAC Judiciary Committee  
Tuscola County College Access Network  
MAC Agricultural/Tourism Committee

VAUGHAN

Board of Health  
Planning Commission  
Economic Development Corp/Brownfield Redevelopment  
Local Unit of Government Activity Report  
Mid-Michigan Mosquito Control Advisory Committee  
Parks and Recreation Commission  
Tuscola County Fair Board Liaison

YOUNG

Dispatch Authority Board  
County Road Commission Liaison  
Board of Public Works  
Senior Services Advisory Council  
Saginaw Bay Coastal Initiative  
Local Unit of Government Activity Report  
MAC Agricultural/Tourism Committee  
Strategic EDC Planning Committee  
Jail Planning Committee  
Genesee Shiawassee Thumb Works  
Region VI Economic Development Planning  
Tuscola 2020

Other Business as Necessary

Extended Public Comment

Adjournment

Note: If you need accommodations to attend this meeting please notify the Tuscola County Controller/Administrator's Office (989-672-3700) two days in advance of the meeting.

## CORRESPONDENCE

- #1 June 29, 2017 Full Board & Statutory Finance Committee Minutes
- #2 Resolution Honoring Margot D. Roedel
- #3 Network Security Enhancements
- #4 Michigan County Fund Balance Information
- #5 2018 Region VII Area Agency Implementation Plan
- #6 Johnson Controls Planned Service Renewal
- #7 June 15, 2017 Road Commission Minutes
- #8 TCInfoSys Business Plan



*Draft*  
TUSCOLA COUNTY BOARD OF COMMISSIONERS  
June 29, 2017 Minutes  
H. H. Purdy Building

Commissioner Thomas Bardwell called the meeting of the Board of Commissioners of the County of Tuscola, Michigan, held at the H.H. Purdy Building in the City of Caro, Michigan, on the 29th day of June 2017, to order at 8:04 o'clock a.m. local time.

Prayer – Reverend Todd Gould, Evangelical Free Church, Cass City

Pledge of Allegiance – Commissioner Bardwell

Roll Call – Clerk Jodi Fetting

Commissioners Present: District 1 - Thomas Young, District 2 – Thomas Bardwell, District 3 - Kim Vaughan, District 4 – Craig Kirkpatrick, District 5 – Matthew Bierlein

Commissioner Absent: None

Also Present: Mike Hoagland, Clerk Jodi Fetting, Eean Lee, Tisha Jones, Treasurer Pat Donovan-Gray, Register John Bishop, Steve Erickson, Vicky Sherry, Dan Skiver, Kelly Quiroga, Bob Kendrick, Joe Greene

*Adoption of Agenda -*  
17-M-113

Motion by Kirkpatrick, seconded by Young to adopt the agenda as amended.  
Motion Carried.

*Action on Previous Meeting Minutes -*  
17-M-114

Motion by Young, seconded by Kirkpatrick to adopt the meeting minutes from the June 15, 2017 meeting. Motion Carried.

*Brief Public Comment Period for Agenda Items Only - None*

*Consent Agenda Resolution -*  
17-M-115

Motion by Kirkpatrick, seconded by Young that the following Consent Agenda Resolution from the June 26, 2017 Committee of the Whole Meeting be adopted.  
Motion Carried.

**CONSENT AGENDA**

- Agenda Reference:** A
- Entity Proposing:** COMMITTEE OF THE WHOLE 6/26/17
- Description of Matter:** Move that the 2016 Behavioral Health System Audit be received and placed on file.
- Agenda Reference:** B
- Entity Proposing:** COMMITTEE OF THE WHOLE 6/26/17
- Description of Matter:** Move that per the request of the Equalization Director that the revised Assessing Contract with the City of Caro be approved and the Board Chair be authorized to sign.
- Agenda Reference:** C
- Entity Proposing:** COMMITTEE OF THE WHOLE 6/26/17
- Description of Matter:** Move that the 2017 Dispatch Budget be authorized to be amended as a follow up to Board Motion 17-M-107 concerning the hiring of former Dispatch Director Robert Klenk as a part-time employee.
- Agenda Reference:** D
- Entity Proposing:** COMMITTEE OF THE WHOLE 6/26/17
- Description of Matter:** Move that per the request of the Mosquito Abatement Director that weekend shifts be authorized and Richard Colopy (former Biologist) be authorized to be hired to assist with laboratory work to prepare for a major mosquito outbreak anticipated in the next week caused by the significant rainfall over the last week.
- Agenda Reference:** E
- Entity Proposing:** COMMITTEE OF THE WHOLE 6/26/17
- Description of Matter:** Move that Beverly Reed be appointed to fill the vacancy on the Board of Canvassers.
- Agenda Reference:** F

**Entity Proposing:** COMMITTEE OF THE WHOLE 6/26/17

**Description of Matter:** Move that Susan Morris be appointed to fill the vacancy on the Department of Health and Human Services.

**Agenda Reference:** G

**Entity Proposing:** COMMITTEE OF THE WHOLE 6/26/17

**Description of Matter:** Move that the budgeted siding project for the MSU- Extension building be awarded to Booms Construction who was the low bidder for an amount of \$5,000.00

**Agenda Reference:** H

**Entity Proposing:** COMMITTEE OF THE WHOLE 6/26/17

**Description of Matter:** Move that per the June 19, 2017 correspondence from the Department of Licensing and Regulatory Affairs, that South Central Michigan Construction Code Incorporated be authorized to conduct School Site Plan Reviews and Inspections for all of the school districts in Tuscola County.

*New Business -*

-Economic Development Corporation (EDC) Update Former Vassar Foundry – Next Steps - Steve Erickson provided an update on the grant that has been applied for. Steve would like to schedule a meeting with Commissioners, Mike Hoagland, City of Vassar, EDC Board and attorneys to discuss the next steps to take. Board discussed matter.

-Request for EDC to Assist with Vanderbilt Park Administration - Vicky Sherry updated the Board on the Park Grant and the need for her to assist in the administration of the grant

17-M-116

Motion by Bierlein, seconded by Young that Vicky Sherry, Communications Director of Tuscola County EDC be appointed to assist in grant administration of the 2016 Michigan DNR Passport Grant for Vanderbilt County Park. Motion Carried.

-Health Insurance Renewal – Brown & Brown - Dan Skiver presented to the Board regarding the renewal policy

17-M-117

Motion by Bierlein, seconded by Vaughan that the county health insurance coverage continue with Blue Cross/Blue Shield for the September 1, 2017 to

August 31, 2018 period with the Administrative Services Contract. Also, Schedule A which provides further cost and coverage information be authorized for signature. Motion Carried.

-Mental Health Parity Coverage - Dan Skiver explained to the Board how the plan is covered.

17-M-118

Motion by Kirkpatrick, seconded by Bierlein that the county continue to opt out of mental health parity as permitted under the Federal Public Health Service Act and the Controller/Administrator be authorized to sign all necessary documents regarding this matter. Motion Carried.

-Contractor Insurance Company – Sign-off Release Form for Damage Payment - Mike Hoagland explained the Insurance Company payment.

17-M-119

Motion by Bierlein, seconded by Young that per the recommendation from the county attorney the Board Chair be authorized to sign the release and settlement form submitted by Fremont Insurance Company for Matts Plumbing and Heating to pay \$4,756.17 for damages from a water leak during construction work at the county jail. Motion Carried.

-Request to use Courthouse Lawn - Tuscola County Suicide Coalition would like to use the courthouse lawn the first part of September.

17-M-120

Motion by Kirkpatrick, seconded by V that per the request of Susan Holder that authorization is given to use the Courthouse Lawn from September 1 thru September 11, 2017 to place pinwheels on the lawn for National Suicide Awareness Month. Motion Carried.

Recessed at 8:55 a.m.

Reconvened at 9:03 a.m.

-CLOSED SESSION – Labor Negotiations 9:00 A.M.

17-M-121

Motion by Bierlein, seconded by Young that the Board meet in Closed Session under Section 8(2) of the Open Meetings Act, to discuss labor negotiations with Bob Kendrick, Shelly Lutz, Dan Skiver and Kelly Quiroga allowed to attend the Closed Session. Roll Call Vote: Young - yes; Vaughan - yes; Kirkpatrick - yes; Bierlein - yes; Bardwell - yes. Motion Carried.

Recessed to Closed Session at 9:04 a.m.

Reconvened from Closed Session at 9:55 a.m.

Recessed at 9:55 a.m.

Reconvened at 10:02 a.m.

*Old Business - None*

-Indigent Defense Fund meeting has been held and a presentation has been scheduled for a Board meeting at the end of July.

*Correspondence/Resolutions -*

- Mike Hoagland included in Board Packet an informational sheet on Solar Farms.
- Health Department Monthly Report included in Board Packet.
- Contact Information for the CDC included in the Board Packet.

**COMMISSIONER LIAISON COMMITTEE REPORTS**

KIRKPATRICK

Board of Health  
Community Corrections Advisory Board  
Dept. of Human Services/Medical Care Facility Liaison - Mike Hoagland is putting together a resolution honoring Margot Roedel.  
MI Renewable Energy Coalition  
MEMS All Hazards  
MAC Environmental Regulatory – Vice Chair  
Cass River Greenways Pathway  
Local Unit of Government Activity Report  
NACO- Energy, Environment & Land Use  
Jail Planning Committee - Commissioner Kirkpatrick is hoping to schedule a meeting in August or September.  
Saginaw Bay Coastal Initiative  
Tuscola In-Sync  
Region VI Tourism Discussions

BIERLEIN

Genesee Shiawassee Thumb Works - Meets in August  
Human Development Commission (HDC)  
Recycling Advisory Committee  
Local Emergency Planning Committee (LEPC)  
Great Start Collaborative Council - Clerk Fetting shared Suze Walker's appreciation of the resolution the Board prepared to recognize her.  
Local Unit of Government Activity Report  
MAC Board of Directors - Regional Summits have been scheduled.  
Human Services Collaborative Council  
MAC Judiciary Committee  
Tuscola County College Access Network  
MAC Agricultural/Tourism Committee

VAUGHAN - No updates.

Board of Health  
Planning Commission  
Economic Development Corp/Brownfield Redevelopment

Local Unit of Government Activity Report  
Mid-Michigan Mosquito Control Advisory Committee  
Parks and Recreation Commission  
Tuscola County Fair Board Liaison

YOUNG

Dispatch Authority Board  
County Road Commission Liaison  
Board of Public Works  
Senior Services Advisory Council - If Federal budget is passed, home delivery meals funding will be cut.  
Saginaw Bay Coastal Initiative  
Local Unit of Government Activity Report  
MAC Agricultural/Tourism Committee  
Strategic EDC Planning Committee  
Jail Planning Committee  
Genesee Shiawassee Thumb Works  
Region VI Economic Development Planning  
Tuscola 2020

BARDWELL

Economic Development Corp/Brownfield Redevelopment  
Caro DDA/TIFA  
MAC Finance  
MAC 7<sup>th</sup> District  
Local Unit of Government Activity Report - Ellington Township has had another lawsuit filed.  
TRIAD  
Behavioral Health Systems Board  
MAC Workers Comp Board

*Other Business as Necessary - None*

*Extended Public Comment -*

-Joe Greene on behalf of the City of Caro thanked the Board for all of their help on keeping the Caro Regional Center in Tuscola County. He would like to know what steps can be taken to continue to work together. Board stated they are going to prepare a follow-up letter. Mr. Greene would like to continue to work together on the project.

-Commissioner Kirkpatrick asked Mr. Greene if he has had any involvement with the Caro Dam. Mr. Green stated he did not believe Mr. Fox wanted to give up any ownership rights at this time.

-Commissioner Bardwell provided the Audit Compliance of the Mental Health Authority to Mike Hoagland.

Meeting adjourned at 10:42 a.m.

Jodi Fetting  
Tuscola County Clerk

Statutory Finance Committee Minutes  
June 29, 2017  
H.H. Purdy Building  
125 W. Lincoln St, Caro MI

Meeting called to order at 10:42 a.m.

Commissioners Present: Young, Bardwell, Vaughn, Kirkpatrick, Bierlein

Commissioners Absent: None

Also Present: Mike Hoagland, Jodi Fetting, Tisha Jones

Claims and Per Diems were reviewed and approved.

Public Comment - None

Meeting adjourned at 10:46 a.m.

Jodi Fetting  
Tuscola County Clerk



**TUSCOLA COUNTY BOARD OF COMMISSIONERS RESOLUTION  
Honoring Margot D. Roedel**

**Whereas**, we assemble this day to celebrate over 16 years of outstanding service to the Tuscola County Medical Care Community by Margot Roedel, and

**Whereas**, Ms. Roedel has demonstrated time and time again an unrelenting drive to improve the care and quality of life for facility residents with noteworthy accomplishments including: renovation to the main building, increasing private rooms, adding a third story addition with Alzheimer’s units, purchase of a business annex building and construction of two 10 bed small houses for client desired living arrangements, and

**Whereas**, Margot has a proven leadership style that has “raised the bar” and created a model program for success and remarkable quality service that will continue long after her retirement, and

**Whereas**, it was her leadership and vision for improvement that culminated in the Tuscola County Medical Care Community becoming one of America’s Top Rated Nursing Homes as recognized by U.S. News and World Report; in addition to a 95% favorable rating by residents, families and employees, and

**Whereas**, Ms. Roedel’s talents were again recognized in 2012 by the American College of Health Care Administrators as the leader of one of the top 26 skilled nursing facilities in the United States, and

**Whereas**, Margot’s talents are now being utilized at the top level of state government when Governor Snyder appointed her in 2016 to the State of Michigan Commission on Services for the Aging.

**Now, Therefore Be It Resolved**, that we the Tuscola County Board of Commissioners thanks you Margot for being the respected leader that you are and for your unwavering dedication to providing the highest level of quality care for residents. We also commend you for establishing one of the most renowned nursing homes in the entire country.

**Be It Further Resolved**, that we congratulate you upon your well-deserved retirement and wish you much happiness in the next phase of your life knowing you have done an excellent job and have brought an inspirational ray of sunshine to all of us. Thank you Margot for a job well done!

Date \_\_\_\_\_

\_\_\_\_\_  
Thomas Bardwell, Chairperson  
Tuscola County Board of Commissioners

I, Cindy McKinney-Volz, Tuscola County Deputy Clerk, do hereby certify that the foregoing is a true and complete copy of a resolution approved by the Board of Commissioners at a meeting on July 13, 2017.

Date \_\_\_\_\_

\_\_\_\_\_  
Cindy McKinney-Volz, Tuscola County Deputy Clerk



# Tuscola County Information Systems Network Security Enhancements

Minimal	Suggested	Ideal
<ul style="list-style-type: none"> <li>• Part time dedicated staff resource               <ul style="list-style-type: none"> <li>◦ Only monitor workstation updates</li> </ul> </li> <li>• Upgrade from G Suite Business to G Suite Enterprise for enhanced security protection on all G Suite Products</li> <li>• Explicitly enforce "County Email Only" policy, w termination condition.</li> <li>• Purchase AntiMalware/Intrusion Detection product for all County system storage</li> <li>• Purchase NetBrain Network Monitor to monitor network infrastructure and manage appropriately</li> </ul> <p>\$146k one time cost \$46k annual recurring cost</p>	<ul style="list-style-type: none"> <li>• Good Option + :</li> <li>• Upgrade to full time staff resource               <ul style="list-style-type: none"> <li>◦ Auditing all aspects of all systems</li> <li>◦ Contingency planning and measurement of Disaster Scenarios</li> <li>◦ (see proposed job description)</li> </ul> </li> <li>• Provide mandatory professional development classes, bi-annually</li> </ul> <p>\$182k one time cost \$88k annual recurring cost</p>	<ul style="list-style-type: none"> <li>• Good Option + Better Option + :</li> <li>• Dedicated Resource for Professional Development and Training</li> <li>• Offer security services to local resources (public and private)               <ul style="list-style-type: none"> <li>◦ Consulting</li> <li>◦ Service/Labor</li> </ul> </li> </ul> <p>\$267k one time cost \$143k annual recurring cost</p>

Title	TBD				
2017 Step	one				
MERS DIVISION	DC @ 5% ER Match				
D.O.H.	TBD				
2017	Beginning Wage	1 Year	2 Year	3 Year	4 Year
101-259	Step 1	Step 2	Step 3	Step 4	Step 5
Wages 703-000	\$ -	\$ -	\$ -	\$ -	\$ -
Wages 704-000	\$ 40,000.00	\$ 40,800.00	\$ 41,616.00	\$ 42,448.32	\$ 43,297.29
Health Ins. Incentive 704-020	\$ -	\$ -	\$ -	\$ -	\$ -
STD 704-030	\$ 264.63	\$ 269.92	\$ 275.32	\$ 280.83	\$ 286.44
LTD 704-030	\$ 116.00	\$ 118.32	\$ 120.69	\$ 123.10	\$ 125.56
Unused Sick Payout 704-040	\$ -	\$ -	\$ -	\$ -	\$ -
Salaries - PT/Temp 705-000	\$ -	\$ -	\$ -	\$ -	\$ -
Overtime 706-000	\$ -	\$ -	\$ -	\$ -	\$ -
Work Comp 710-000	\$ -	\$ 1,616.31	\$ 1,648.63	\$ 1,681.61	\$ 1,715.24
Health & Dental Ins. 711-000	\$ 16,000.00	\$ 16,640.00	\$ 17,305.60	\$ 17,997.82	\$ 18,717.74
FICA 715-000	\$ 3,060.00	\$ 3,121.20	\$ 3,183.62	\$ 3,247.30	\$ 3,312.24
Life Ins. 717-000	\$ 55.56	\$ 55.56	\$ 55.56	\$ 55.56	\$ 55.56
Retirement 718-000	\$ 4,605.80	\$ 4,645.80	\$ 4,686.60	\$ 4,728.22	\$ 4,770.66
<b>Total Per Employee</b>	<b>\$ 64,101.99</b>	<b>\$ 67,267.11</b>	<b>\$ 68,892.02</b>	<b>\$ 70,562.75</b>	<b>\$ 72,280.74</b>

# TUSCOLA COUNTY JOB DESCRIPTION

**TITLE:** Network Security Specialist

## **General Statement of Duties:**

Detect, prevent and resolve security threats to computer networks. Maintain the integrity and confidentiality of data and information systems. Oversee security policies and comply with all agency requirements. Maintain, plan and expand backup of County data and the disaster recovery solutions.

## **Examples of Work:**

Examples of work conducted by a Network Security Specialist are listed below.

Other work is conducted as assigned by the Director of Information Systems. This list is not all inclusive and other duties may be assigned as necessary.

1. Serve as team lead for Help Desk Technicians.
2. Monitor computer networks for security threats or unauthorized users.
3. Identify compromised machines, act and report on security measures taken to address threats.
4. Analyze security risks and develop response procedures.
5. Develop and test software deployment tools, firewalls and intrusion detection systems.
6. Research, evaluate, recommend, plan and implement other security devices.
7. Install computer security software, conducting regular security audits, preparing security status reports, educating users on computer security, creating security documentation for users, assisting in disaster recovery and gathering evidence regarding cybercrimes.
8. Additional Computer and Network Security related responsibilities as deemed necessary by the Director of Information Systems.

## **Knowledge, Skills, and Abilities:**

1. An expert knowledge of all Windows Based Systems and PC hardware.
2. An expert working knowledge of all Windows Operating System.
3. A strong working knowledge of Linux and Unix systems.
4. A strong language fluency in CISCO IOS. Navigate, configure and backup manufacturer's standard switching and routing equipment.
5. Must be able to effectively communicate with all governmental entities.
6. Must demonstrate excellent written and verbal communication skills.
7. Ability to regularly sit; use hand to fingers, handle or feel objects, tools, or controls; reach with hands and arms.
8. Ability to lift and/or move items weighing up to 50 pounds on a daily basis.
9. Ability to kneel and work in closely confined areas.

## Training and Experience:

1. Must be a high school graduate or have a GED.
2. Bachelor's degree in Computer Science is preferred or equivalent work experience (7 years or greater).
3. Experience in Government Information Systems Security Operations is preferred.
4. Experience in building complex networks from ground up.
5. A+, CCNA, and Network+ certifications preferred or equivalent work experience. (5 years or greater).



The Pew Charitable Trusts / Research & Analysis /  
**Stateline** / 'WannaCry' Ransomware Attack Raises Alarm  
Bells for Cities, States

# STATELINE

## 'WannaCry' Ransomware Attack Raises Alarm Bells for Cities, States

May 19, 2017

By Jenni Bergal





A map compiled by British company Malware Tech displays the geographical distribution of the WannaCry ransomware cyberattack last week. The attack infected computers in at least 150 countries and left some state and local government agencies in the U.S. scrambling to update their anti-virus protections.

© Sipa USA via The Associated Press

The massive cyberattack that has infected computers in at least 150 countries this past week hasn't had a major impact on the federal government. But it has struck at least one county and several universities and prompted some state and local agencies to scramble to beef up their protections against the virus.

In the Chicago area, the virus showed up on computers in some Cook County government offices. MIT and several other universities reported that some of their computers also had been compromised. In Connecticut, the state court system briefly shut down some of its computers to update anti-virus software. And in Michigan, state officials quickly began installing extra protection on servers, work stations and public kiosks.

State IT officials say they often don't have enough money to effectively fight sophisticated cyber threats. And the scale of this one has made them even more concerned.

"This is a big wake-up call because it is cyber disruption," said Doug Robinson, executive director of the National Association of State Chief Information Officers (NASCIO). "States and local government need to address this because it's a serious threat. We have urged states to take action immediately."

Cybercriminals launched the fast-moving virus, dubbed "WannaCry," last Friday. So far, it has infected more than 300,000 machines in countries from Russia to Brazil. Its victims have included Britain's National Health Service, universities in China and Germany's train system.

The attackers used “ransomware,” malicious software that hijacks computer systems, encrypts data and locks machines, holding them hostage until victims pay a ransom or restore the data on their own. Hackers demanded \$300 to \$600 in payments in bitcoin, digital currency that is transferred all over the internet, which makes payments difficult to trace.

WannaCry spread across computers that run on Microsoft’s Windows operating systems. While Microsoft issued a patch, or security update, in March to protect against the virus, many systems that used older versions the company no longer supported remained vulnerable. Microsoft released special patches for the older versions after the cyberattack.

Cybersecurity experts say they’re not sure why more computer systems in the U.S. haven’t been infected. But they caution that state and local governments still could be affected.

“We’ve been getting a lot of emails from them wanting to know what they should do,” said Brian Calkin, a vice president of the Multi-State Information Sharing and Analysis Center, a federally funded group that tracks cybersecurity issues for states and local governments. “Our advice is to apply patches and keep your antivirus software up to date. Who knows what will happen?”

## **A Growing Threat**

Hackers using ransomware increasingly have been attacking local governments, hospitals and police departments across the U.S. City and county governments, along with local school districts, have seen an “exponential rise” in threats in the last two years, said Srinu Subramanian, a state cybersecurity specialist at the consulting firm Deloitte & Touche LLP. Victims have ranged from small police departments in Maine to a large hospital in Los Angeles.



Even if government officials decide to pay hundreds or thousands of dollars in ransom, their computer networks and communications are often crippled for a day or more by the viruses. And if they don't pay, it can sometimes take days or even weeks to get their systems back up and running. In the meantime, public services for residents, schoolchildren and even hospital patients may be affected.

While federal officials say the WannaCry ransomware attack apparently has only raised about \$70,000 in ransom and the infection rate has been lower in the U.S. than in many other parts of the world, they caution that the crisis may not be over, as the malware morphs into other forms that could threaten more networks.

Some state and local officials say they aren't taking any chances.

In Connecticut, the judicial branch this week performed "preventive maintenance" on its computer system at courthouses statewide, said spokeswoman Rhonda Stearley-Hebert. She said some parts of the system had to be shut down briefly, including at New Haven Superior Court, where cases were delayed for two hours Monday as staffers installed a software update.

In Auburn, Massachusetts, Information Technology Director Mike Marino said his office installed anti-ransomware software this week on every computer on the network, including those at the municipal building, senior center, library and fire stations.

Auburn's school department was hit by a ransomware attack about a year and a half ago, and Marino said he doesn't want town offices to go through that kind of situation. "Just the work required to get things back up and running is so time intensive," he said. "Plus, any files that aren't able to be backed up are just lost."

Michigan took emergency steps to upgrade its network with the latest patch as soon as officials learned of the global cyberattack, said Rajiv Das, the state's chief security officer. As of Thursday, all the work was completed other than at some employees' desktops and kiosks used by the public.

"Right now, we are watching very carefully. This is definitely not the end," Das said. "If you ask me, I'm worried. That's why my team is on guard."

In Cook County, WannaCry was discovered on "a small number of systems," according to spokesman Frank Shuftan. He said as of Thursday, almost everything had been restored and staffers were making additional security improvements, but he would not give any more details, citing security reasons.

## Cybersecurity Challenges

For IT chiefs at the state and local government level, the failure to protect computers is often a matter of dollars or indifference, said Dan Lohrmann, chief security officer for Security Mentor, a national security training firm that works with states.

"Some agencies may have the funding to do updates; some may not. Some may be interested in doing it; some may not," he said. "In many cases, it's very decentralized. So it's more like herding cats."

While cybersecurity has become the top priority for state IT officials, funding is often inadequate, according to a 2016 survey of top IT security officers from 48 states by NASCIO and Deloitte. The report found that in most states, spending on cybersecurity was only a fraction of the overall IT budget, ranging from zero to 2 percent.

And while most elected and appointed state officials said they are very or extremely confident that IT security officials are well-prepared for cyber threats, the report found that only about a quarter of the security officials responsible for dealing with the threats were very or extremely confident that adequate measures are in place to protect the data.

NASCIO's Robinson said a global, organized cyber threat like WannaCry shows how important it is for those measures to be in place.

"I don't think it's over. There's the chance they will regroup and do another targeted attack," he said. "States need to patch their operating systems when the patches are released. They need to work to strengthen their firewalls and back up their computers. They need to be ready."

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**Jeremy Ratner**  
*Director, Communications,*  
202.540.6507  
**[jratner@pewtrusts.org](mailto:jratner@pewtrusts.org)**

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**SUBMIT**

County General Fund Financial Information				
County	GF Expenditures and Transfers Out	Audited GF Unassigned Fund Balance	Fund Balance as a Percent of Expenditures	Date of Last Audit
Antrim	\$12,745,008	\$9,666,655	76%	12/31/2015
Mecosta	\$13,594,995	\$9,440,216	69%	12/31/2016
Oscoda	\$4,234,823	\$2,728,389	64%	12/31/2015
Leelanau	\$13,384,148	\$8,594,220	64%	12/31/2016
Cheboygan	\$11,262,294	\$7,061,762	63%	12/31/2016
Otsego	\$7,613,361	\$4,601,720	60%	12/31/2016
Keweenaw	\$1,615,912	\$944,826	58%	12/31/2015
Montmorency	\$4,219,187	\$2,111,009	50%	12/31/2016
Ontonagon	\$3,169,270	\$1,496,220	47%	09/30/2016
Menominee	\$9,103,097	\$4,253,790	47%	12/31/2016
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Iron	\$6,157,980	\$2,078,137	34%	12/31/2015
Chippewa	\$12,434,702	\$4,124,901	33%	12/31/2016
Ottawa	\$56,984,566	\$18,841,248	33%	09/30/2016
Alcona	\$4,707,440	\$1,502,903	32%	12/31/2016
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Isabella	\$20,163,507	\$5,611,774	28%	09/30/2016
Genesee	\$84,326,859	\$23,162,601	27%	09/30/2016
Benzie	\$6,057,041	\$1,626,802	27%	09/30/2016
Kent	\$162,097,974	\$42,569,416	26%	12/31/2016
Washtenaw	\$105,248,711	\$27,560,150	26%	12/31/2016
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Marquette	\$25,684,507	\$5,032,736	20%	12/31/2016
Mason	\$13,418,706	\$2,599,670	19%	12/31/2016
Dickinson	\$9,308,775	\$1,789,613	19%	12/31/2015
Huron	\$15,291,708	\$2,930,580	19%	12/31/2016
Gogebic	\$5,101,409	\$972,364	19%	09/30/2016

County General Fund Financial Information				
County	GF Expenditures and Transfers Out	Audited GF Unassigned Fund Balance	Fund Balance as a Percent of Expenditures	Date of Last Audit
Macomb	\$227,634,039	\$43,029,571	19%	12/31/2016
Bay	\$32,231,306	\$6,063,654	19%	12/31/2015
Grand Traverse	\$37,009,807	\$6,665,052	18%	12/31/2015
Muskegon	\$48,476,675	\$8,309,630	17%	09/30/2016
Eaton	\$33,268,484	\$5,575,167	17%	09/30/2016
Presque Isle	\$5,221,281	\$837,829	16%	06/30/2016
Newaygo	\$13,427,201	\$2,133,336	16%	09/30/2015
Sanilac	\$14,092,443	\$2,215,801	16%	12/31/2016
Montcalm	\$14,529,044	\$2,251,802	15%	09/30/2016
Mackinac	\$7,375,683	\$1,106,352	15%	12/31/2016
Lenawee	\$26,947,894	\$4,020,584	15%	12/31/2016
Saginaw	\$43,425,755	\$6,137,506	14%	09/30/2016
Wayne	\$582,940,492	\$81,929,376	14%	09/30/2016
Schoolcraft	\$3,833,785	\$526,255	14%	09/30/2016
Barry	\$16,020,248	\$2,181,422	14%	12/31/2016
Tuscola	\$12,925,977	\$1,710,832	13%	12/31/2016
Luce	\$2,246,766	\$277,285	12%	12/31/2015
Clare	\$12,074,330	\$1,480,193	12%	09/30/2016
Crawford	\$5,494,896	\$635,318	12%	09/30/2016
Ionia	\$14,431,347	\$1,626,968	11%	12/31/2016
Allegan	\$29,147,610	\$3,260,798	11%	12/31/2015
Roscommom	\$9,052,839	\$1,001,084	11%	12/31/2015
Shiawassee	\$14,639,641	\$1,580,852	11%	12/31/2015
Calhoun	\$39,603,324	\$4,179,699	11%	12/31/2015
Missaukee	\$4,554,487	\$468,172	10%	09/30/2016
Ingham	\$81,023,971	\$8,112,000	10%	12/31/2016
Hillsdale	\$11,256,720	\$1,098,107	10%	12/31/2015
Baraga	\$3,656,309	\$336,972	9%	12/31/2016
Gladwin	\$9,187,373	\$755,266	8%	12/31/2015
Branch	\$12,062,607	\$901,718	7%	12/31/2015
St. Clair	\$57,516,099	\$4,241,910	7%	12/31/2016
Alger	\$3,651,027	\$267,651	7%	12/31/2015
Arenac	\$5,218,816	\$240,013	5%	12/31/2015
Oakland	\$405,757,948	\$2,962,467	1%	09/30/2016
Ogemaw	\$10,136,766	\$0	0%	09/30/2016
<b>Grand Total</b>	<b>\$2,980,851,021</b>	<b>\$566,312,271</b>	<b>19%</b>	



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Alpena	\$8,658,526	\$3,400,830	39%	12/31/2015
Antrim	\$12,745,008	\$9,666,655	76%	12/31/2015
Arenac	\$5,218,816	\$240,013	5%	12/31/2015
Baraga	\$3,656,309	\$336,972	9%	12/31/2016
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#5



# REGION VII AREA AGENCY ON AGING

YVONNE CORBAT, CHAIR

ANDREW ORVOSH, EXECUTIVE DIRECTOR

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

June 21, 2017

Tuscola County Board of Commissioners  
125 W. Lincoln Street - Suite 500  
Caro, MI 48723

Dear Chair Bardwell:

Region VII Area Agency on Aging has enclosed a copy of its FY 2018 Annual Implementation Plan for review and approval by your County Board of Commissioners. If you would like to schedule an in person presentation about the plan, please call Region VII Area Agency on Aging at (989) 893-4506 and ask for Loren Fischer, Program Manager.

After reviewing and approving the plan, we are asking that you forward a letter of support, or a resolution for the plan, to Region VII Area Agency on Aging.

Region VII Area Agency on Aging is requesting this response no later than 5:00 p.m. on August 1, 2017. If a response is not received by this date, we will consider the plan to be passively approved by your County Board of Commissioners.

This plan is also available for review online at: [www.region7aaa.org](http://www.region7aaa.org).

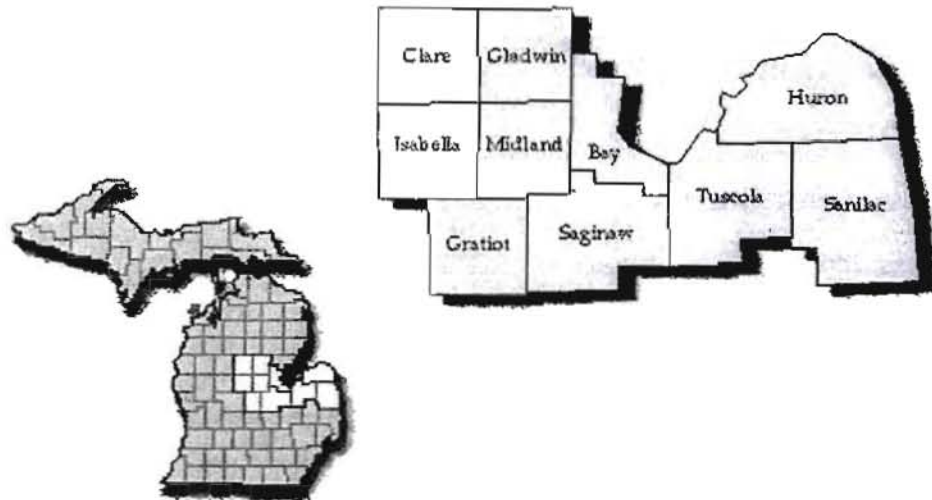
Sincerely,

Bob Brown  
Executive Director

BB/lf

Enclosure

2017—2019 Multi Year Plan  
**FY 2018 ANNUAL IMPLEMENTATION PLAN**  
REGION VII AREA AGENCY ON AGING 7



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**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](http://www.region7aaa.org)

**Field Representative Sherri King**

[Kings1@mlchigan.gov](mailto:Kings1@mlchigan.gov)

517-284-0167

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# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

FY 2017-2019

Region VII Area Agency On Aging

FY 2018

## Table of Contents

County/Local Unit of Government Review	1
Approved Multi-Year Plan Highlights	2
2018 AIP Highlights	6
Public Hearings	7
Regional Service Definitions	9
Access Services	10
Regional Direct Service Request	13
Approved MYP Program Development Objectives	15
2018 AIP Program Development Objectives	21
Budget & Other Documents	22
Appendices	28



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

FY 2017-2019

Region VII Area Agency On Aging

FY 2018

## County/Local Unit of Govt. Review

The Area Agency on Aging must send a letter, with delivery and signature confirmation, requesting approval of the final Annual Implementation Plan (AIP) by no later than June 30, 2017, to the chairperson of each County Board of Commissioners within the Planning and Service Area (PSA) requesting their approval by August 1, 2017. For a 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 within the PSA. If the area agency does not receive a response from the county or local unit of government by August 3, 2017, the AIP is deemed passively approved. The area agency must notify their AASA field representative by August 7, 2017, whether their counties or local units of government formally approved, passively approved, or disapproved the AIP. The area agency may use electronic communication, including e-mail and website based documents, as an option for acquiring local government review and approval of the AIP. To employ this option the area agency must do the following:

1. Send a letter through the US Mail, with delivery and signature confirmation, to the chief elected official of each appropriate local government advising them of the availability of the final draft AIP on the area agency's website. Instructions for how to view and print the document must be included.
2. Offer to provide a printed copy of the AIP via US Mail or an electronic copy via e-mail if requested.
3. Be available to discuss the AIP with local government officials, if requested.
4. Request email notification from the local unit of government of their approval of the AIP, or their related concerns.

**Describe the efforts made to distribute the AIP to, and gain support from, the appropriate county and/or local units of government.**

Region VII AAA will send a hard copy of the 2018 AIP to chief elected official of each of the ten counties, and also the Saginaw Chippewa Indian Tribe with cover letter by June 30, 2017 requesting their approval and offering staff to discuss the draft plans with their commission. Additionally, the 2018 AIP will be available on the Region VII AAA website.

The agency will circulate the draft 2018 AIP to professionals and advocates around the region and make notice of it available prior to, during and following the Public Hearings which are set for Tuesday, May 9, 2017 at the U and I Community Center in Port Austin, Thursday May 18, 2017 at Region VII AAA in Bay City and Friday May 26, 2017 at the Antler Senior Center in Gladwin. We offer the draft 2018 AIP plans as an electronic PDF file, or in print form.



### Approved Multi-Year Plan Highlights

The Multi-Year Plan (MYP) Highlights provide an overview of the FY 2017- 2019 MYP priorities set by the area agency as approved by the Michigan Commission on Services to the Aging (CSA) in 2016. These highlights serve to provide an overall reference for the established three-year planning period. They also help to provide a framework and context for activities planned during the FY 2018 AIP.

The area agency FY 2017-2019 MYP Highlights approved by the CSA are included as read-only below. No further entry by the area agency is necessary.

**1. A brief history of the area agency and respective PSA that provides a context for the MYP. It is appropriate to include the area agency's vision and/or mission statements in this section.**

Region VII AAA was established in 1974 following an amendment to the Older American's Act (OAA). The organization continues with its mission to advocate, plan, develop and support an array of services for older adults in Bay, Clare, Gladwin, Gratiot, Huron, Isabella, Midland, Saginaw, Sanilac and Tuscola counties using OAA funds, 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's main office is located in Bay City, with a smaller office in Cass City that focuses on Care Management and MI Choice waiver coordination for persons in Michigan's Thumb which includes: Huron, Sanilac and Tuscola counties. The region is fortunate to have senior tax millage in all ten of the counties that supplements OAA funding. Strong, well-established county units on aging operate service delivery systems throughout the planning and service area (PSA) using the combined funding to offer services and programs tailored to meet the ever-changing needs of older adults. As we look to the future, Region VII AAA is undergoing CARF accreditation (being surveyed in May 2016), developing capacity to bill for Medicare reimbursement for Diabetes Self-Management Training (DSMT) and Medical Nutrition Therapy (MNT) and to expand evidence-based health promotion programs.

**2. A summary of the area agency's service population evaluation from the Scope of Services section.**

There are no unexpected major shifts in the population's trajectory towards aging in our region. Most counties have at least 18% of the population currently at age 60 or older. This has created tension between meeting the needs of the younger older adult, and the extreme elderly which we identify as persons age 85 and older. This extreme elderly population for the most part seek in-home services and rely on home-delivered meals, personal care and homemaking to remain in their homes and communities. The younger senior population are more inclined to participate in the evidence-based workshops and desire more social and entertainment options which meld nicely into programs offered by many of the county units on aging in our planning and service area where a meal, transportation and a play or musical event is offered.

Parts of our PSA continue to be economically challenged. Our public input sessions and preparation for the 2017-19 MYP (MYP) has helped us pinpoint extreme rural areas where small numbers of extreme elderly continue to reside and desire services.

We continue to serve a number of aging military veterans, as the American Community Survey (ACS) estimates that nearly 20% of people over age 60 are a military veteran.



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

FY 2017-2019

Region VII Area Agency On Aging

FY 2018

**3. A summary of services to be provided under the plan which includes identification of the five service categories receiving the most funds and the five service categories with the greatest number of anticipated participants.**

Services are available to people age 60 and older who have the greatest social and economic need. The Medicaid MI Choice home and community-based waiver services are available to adults age 65 and older, and those age 18 and older who are disabled. All candidates for the program must meet nursing facility level of care eligibility and Medicaid financial requirements. Family caregivers providing supports to an adult age 60 and older, as well as grandparents and relatives raising a relative's children, may be eligible for services at age 55. The Title V - Senior Community Services Employment Program may be available to adults age 55 and older who meet eligibility requirements. All state funded services may not be available in all counties.

Access Services  
Information and Assistance  
Case Coordination and Support  
Care Management  
Transportation  
Outreach

Services contracted to county units on aging and other providers include; Congregate Nutrition, Senior Center Staffing, Kinship/Older relative program, Caregiver Training and education, Disease Prevention/Health Promotion, Adult Day Care, Legal Assistance, Elder Abuse Prevention, Long-term Care Ombudsman, Home Repair, Home-delivered Meals, Personal Care, Homemaking, Respite and Chore Services. The following categories receive the most funding and also serve the greatest number of older adults.

Home-delivered Meals  
Congregate Nutrition  
Care Management  
Personal Care  
Homemaking

#### **4. Highlights of planned Program Development Objectives.**

Region VII AAA's Executive Director developed the agency's program development objectives during preparations for CARF accreditation. These goals align well with State Plan goals #1, #2, #5 and #6. Additionally, other efforts planned for this MYP cycle align with goals #3 and #4. Highlights of planned projects include the expansion of the evidence-based programming, outreach and education to the public and partner organizations and our continued involvement in the Silver Key Coalition and Senior Advisory Group advocacy efforts.

STATE PLAN GOALS referenced from the AMPS Document Library:

Goal 1: Recognize and celebrate the cultural, economic, and social contributions of older adults, and create opportunities for engagement in their communities.

Goal 2: Use person-centered planning to ensure older adults have independence and self-direction through an array of long term supports and services provided in the setting of their choice.

Goal 3: Provide a variety of opportunities for older adults to enhance their physical and mental well-being, using evidence-based practices and other innovative programs.

Goal 4: Provide advocacy, information, training, and services to support the rights of older adults to live free from abuse, neglect, and exploitation.



## Region VII Area Agency On Aging

FY 2018

Goal 5: Develop and enhance public and private partnerships to better serve older adults.

Goal 6: Employ continuous quality improvement and innovation to accommodate the changing needs of older adults.

**5. A description of planned special projects and partnerships.**

Region VII AAA continues work to expand the array of evidence-based workshops available to older adults in our PSA, with a focus on health promotion recruitment from around the region to become lay leaders and coaches. During this MYP cycle the agency will explore adding additional offerings as desired by the local communities.

Region VII AAA has secured a Medicare billing number which will be used to seek reimbursement of Medical Nutrition Therapy (MNT) and Diabetes Self-Management Training (DSMT). This enhances the agency's implementation of the Diabetes education process.

Agency staff work with the Hospital Council of East Central Michigan (HCECM) on efforts to identify and prioritize new projects and also to continue work on non-emergency transportation improvements and care transitions.

Advocating for improvements in non-emergency medical transportation across the entire planning and service area are underway with research and programming in various stages of development around the region.

Staff represent the needs of older adults and minority older adults in Saginaw County on the Health Improvement and Social Equity workgroup being facilitated by the Ezekiel Project.

The agency supports the efforts of a population health improvement project of the Central Michigan District Health Department which is expected to continue into FY 2017. Shared counties include: Clare, Gladwin and Isabella.

**6. A description of specific management initiatives the area agency plans to undertake to achieve increased efficiency in service delivery, including any relevant certifications or accreditations the area agency has received or is pursuing.**

It is expected that CARF accreditation will benefit all associated with the agency and lead to interest in process improvement activities agency-wide. Accreditation will demonstrate our quality operation and ongoing commitment to older adults and people with disabilities in our PSA. Once Region VII becomes CARF accredited we will focus on continuing high quality services and implementing any recommendations made by the CARF surveyors.

**7. A description of how the area agency's strategy for developing non-formula resources (including utilization of volunteers) will support implementation of the MYP and help address the increased service demand.**

Region VII AAA employs a Program Development and Grants Manager who seeks out funding sources to launch and sustain new services and programs of use to older adults and persons with disabilities that are not able to be funded by state and federal government sources. Throughout the PSA, most county units on aging and other contracted service providers have robust volunteer programs with several counties consistently being recognized for the quantity and quality of time and talent being donated in the community where they live and work. Within Region VII AAA, volunteers are used minimally but do include Medicare Medicaid Assistance Program, (MMAP) counselors and intern social work student(s) doing a gerontology research or advocacy project.

The agency will be exploring the feasibility of writing a joint funding proposal with the Hospital Council of East Central Michigan for the purpose of enhancing the delivery of health care to older adults in rural areas.



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

## FY 2017-2019

Region VII Area Agency On Aging

FY 2018

During the MYP cycle, Region VII AAA and partner organizations will seek methods to remedy the shortage of volunteer home-delivered meal drivers in rural communities where this is not a paid position. This issue has been brought to the Advisory Council and they have interest in finding long-term solutions.

To address potential increased demand for services, Region VII AAA will begin work with county unit on aging directors and others on identifying best practices and methods to serve persons who desire services and have the ability to purchase them as a way to reduce the strain on the Older American Act budget, and stretch the taxpayer dollar.

### **8. Highlights of strategic planning activities.**

1. Region VII AAA's Strategic Plan dashboard for the MYP cycle includes the following goals: Mitigating financial risk, ensuring operational viability, increasing legislative advocacy efforts, increasing agency awareness and involvement of Integrated Care pilot projects, promoting information and assistance and awaiting direction from AASA regarding ADRC development. There will be a continuation of efforts to improve agency performance and quality scores.





# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

FY 2017-2019

Region VII Area Agency On Aging

FY 2018

## 2018 AIP Highlights

The purpose of the FY 2018 AIP Highlights is to provide a succinct description of any significant new priorities, plans or objectives set by the area agency for the use of Older Americans Act (OAA) and State funding during FY 2018.

Please describe what, if anything, the area agency is planning that is new for FY 2018 or that is significantly different from the established FY 2017-19 MYP. If there are no new activities or changes planned, then note that in your response.

Region VII AAA looks to add two significant new plans for FY 2018:

1. Region VII AAA will add Outreach as an Access Service as it strives to increase name recognition and inquiries for aging and disability services from low-income and ethnic minorities including LGBT older adults in the Region VII AAA planning and service area. We expect the outcome to be an annual 8% increase in I&A calls from older adult persons who have or are eligible for Medicaid, an increase in the number of persons referred by their doctor to Region VII AAA programs, and increase the number of participants for evidence-based workshops funded by Title III D.
2. Region VII AAA is looking into the possibility of providing Caregiver and Community Transportation. This program is intended as a possible option to support caregivers, in response to their transportation needs that are not otherwise being met. Transportation has constantly been proven to be in the top three (3) most requested service by individuals contacting Region VII AAA. Residents of the Region VII AAA planning service area (PSA) will have improved short-notice transportation options to access non-emergency medical, housing transitions, benefit application, and enrollment appointments. The goal of Caregiver and Community Transportation is to expand short notice, ride-of-last-resort transportation to clients that are unable to access and/or afford private transportation in and to areas where local transportation companies are unable to service.
3. Region VII AAA has received its Medicare billing number and has become American Association of Diabetes Educators (AADE) accredited. Region VII AAA has already successfully billed Medicare for medical nutrition therapy (MNT) and will begin billing Medicare for diabetes self-management training (DSMT) starting in July 2017 and diabetes prevention program (DPP) in January 2018. Region VII AAA is also working towards being able to bill Medicare for chronic case management and transitional case management.
4. Region VII AAA is looking to partner with Valley AAA and regional hospitals to submit a grant request to the Michigan Health Endowment Fund (MHEF) for care transitions. By partnering with Valley AAA and regional hospitals to provide care transitions, Region VII AAA's goal is to reduce the number of hospital readmission of patients after they are discharged from the hospital and improving the health and wellbeing of older adults.



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

FY 2017-2019

Region VII Area Agency On Aging

FY 2018

## Public Hearings

At least one public hearing on the FY 2018 AIP must be held in the PSA. The hearing(s) must be held in an accessible facility. Persons need not be present at the hearing(s) in order to provide testimony; e-mail and written testimony must be accepted for at least a thirty day period beginning when the summary of the AIP is made available.

The area agency must post a notice of the public hearing(s) in a manner that can reasonably be expected to inform the general 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; presentation on the area agency's website, along with communication via e-mail and social media referring to the notice; press releases and public service announcements; and a mailed notice to area agency partners, service provider agencies, Native American organizations, older adult organizations and local units of government. The public hearing notice should be available at least thirty days in advance of the scheduled hearing. This notice must indicate the availability of a summary of the AIP at least fifteen days prior to the hearing, and information on how to obtain the summary. All components of the AIP should be available for the public hearing(s).

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 e-mails received) as a PDF and upload on this tab. A narrative description of the public input strategy and hearings is also required. Please describe the strategy/approach employed to encourage public attendance and testimony on the AIP. Describe all methods used to gain public input and the resultant impact on the AIP.

Date	Location	Time	Barrier Free?	No. of Attendees
05/09/2017	Sanilac County's Port Austin L	11:30 AM	Yes	19
05/18/2017	Region VII Area Agency on Ag	03:30 PM	Yes	7
05/26/2017	Gladwin County's Antler Senio	11:00 AM	Yes	8

### Public Hearing

A public hearing was held on May 9, 2017 at the U and I Community Center in Port Austin, Michigan. The purpose was to gather feedback and suggestions from the community regarding Region VII AAA programs and services. The forum was held in a barrier free setting. It was advertised on the Region VII AAA website, sent by email to service providers, and appeared in local newspapers. The community center did a great job of assisting us in promoting the opportunity to comment on the 2018 AIP and 19 people attended. The focal points of the hearing were 2018 AIP highlights, progress towards MYP program development objectives, and 2018 AIP budget. Feedback from forum participants will be included in the AIP document, and program development consideration will be given. Feedback from participants included the following:

- 1) Is Region VII AAA looking into any partnerships with grocery stores regarding home delivery of groceries?



## Region VII Area Agency On Aging

FY 2018

- 2) Is there means testing for Older American Act funded services?
- 3) What services are available to help an older adult care for their disabled son?

A public hearing was on May 18, 2017 at Region VII AAA in Bay City, Michigan. The purpose was to gather feedback and suggestions from the community regarding Region VII AAA programs and services. The forum was held in a barrier free setting. It was advertised on the Region VII AAA website, sent by email to service providers, and appeared in local newspapers. 7 people attended. The focal points of the hearing were 2018 AIP highlights, progress towards MYP program development objectives, and 2018 AIP budget. Feedback from forum participants will be included in the AIP document, and program development consideration will be given. Feedback from participants included the following:

- 1) Senator Green's office appreciates the information it receives from Region VII AAA's Public Relations Specialist regarding the needs of older adults.
- 2) Input stating how helpful home delivered meals has been in helping her with the care of her mother who has dementia. Just wanted to say that the service is wonderful.
- 3) Glad to hear Region VII AAA is looking into doing more on addressing transportation needs it is needed.

A public hearing was held on May 26, 2017 at the Antler Senior Center, Antler Arms in Gladwin, Michigan. The purpose was to gather feedback and suggestions from the community regarding Region VII AAA programs and services. The forum was held in a barrier free setting. It was advertised on the Region VII AAA website, sent by email to service providers, and appeared in local newspapers. The senior center did a great job of assisting us in promoting the opportunity to comment on the 2018 AIP and 8 people attended. The focal points of the hearing were 2018 AIP highlights, progress towards MYP program development objectives, and 2018 AIP budget. Feedback from forum participants will be included in the AIP document, and program development consideration will be given. Feedback from participants included the following:

- 1) Transportation is a huge concern in the community.
- 2) What is a community for a lifetime?
- 3) There needs to be more marketing for Older Michiganians Day.
- 4) Will money being requested to be transferred out of congregate meals go towards home delivered meals?
- 5) Is there help for older adults with paying their utility bill?
- 6) Is President Trump's budget going to cut Older Americans Act funding for home delivered meals?



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

## FY 2017-2019

Region VII Area Agency On Aging

FY 2018

### Regional Service Definitions

If the area agency 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 under this section.

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

#### Service Name/Definition

Caregiver and Community Transportation- Region VII AAA is looking into this program as a possible option to support caregivers, in response to their transportation needs that are not otherwise being met.

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

Transportation has been constantly proven to be in the top three (3) most requested service by individuals contacting Region VII AAA. This program is intended to support caregivers in response to their transportation needs that are not otherwise being met.

Service Category	Fund Source	Unit of Service
<input checked="" type="checkbox"/> Access <input type="checkbox"/> In-Home <input type="checkbox"/> Community	<input checked="" type="checkbox"/> Title III PartB <input type="checkbox"/> Title III PartD <input type="checkbox"/> Title VII <input type="checkbox"/> State Alternative Care <input type="checkbox"/> State In-home <input type="checkbox"/> State Respite <input type="checkbox"/> Other _____	<input checked="" type="checkbox"/> Title III PartE <input type="checkbox"/> State Access  one (1) one-way trip per person

#### Minimum Standards

1. Program must maintain linkages with caregiver service providers within the Region VII AAA planning service area (PSA).
2. Program can be offered to caregivers of any age when the care recipient is aged 60 or older and is unable to perform at least two (2) activities of daily living, or requires substantial supervision due to a cognitive or other mental impairment; as well as, to individuals 60 and over who are kinship caregivers for a child no more than 18 years old. Either the caregiver or care recipient must reside in the Region VII AAA PSA.
3. Demand/Response- characterized by scheduling vehicles to provide door-to-door or curb-to-curb service on demand. The program may include a passenger assistance component.
4. Expand short notice, ride-of-last resort transportation to clients that are unable to access and/or afford private transportation in and to areas where local transportation companies are unable to service.



**ANNUAL & MULTI YEAR IMPLEMENTATION PLAN**  
FY 2017-2019

Region VII Area Agency On Aging

FY 2018

**Access Services**

**Outreach**

Starting Date                      10/01/2017                      Ending Date                      09/30/2018

Total of Federal Dollars      \$8,000.00                      Total of State Dollars

Geographic area to be served

PSA 7

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

Objective: Increase name recognition and inquiries for aging and disability services from low-income and ethnic minorities, including LGBT older adults in the Region VII AAA planning and service area.

Activities: Continue building relationships with peers working with under-served populations, specifically the federally-qualified rural health centers (Great Lakes Bay Health Centers), Great Lakes Physicians ACO (McLaren) and the Central Michigan District Health Department Rural Health Improvement initiative.

Increase Region VII AAA involvement in Continuum of Care roundtables, poverty outreach and human service collaborative bodies in three under-served communities.

Participate in health fair/senior outreach events in Mt. Pleasant, eastside Saginaw, and Clare County.

Continue exchanging information with other human service providers and persons who interact with minorities in their communities.

Print a quantity of our outreach information in Spanish, and orient front desk receptionists and information and assistance so they are familiar with using a translation service.

Expected Outcome: Annual 5% increase in I&A calls from older adult persons who have or are eligible for Medicaid.

Objective: Provide hospitals, family practice and general practitioners *not affiliated* with the federally-qualified rural health centers and Medicaid practices with information about Region VII AAA.

Activities: Presentations to physician staff, face-to-face visits to doctor offices in our planning and service area.

Expected Outcome: Increased number of persons referred by their doctor to Region VII AAA programs including Care Management and the MI Choice waiver. Efficient completion of Certificate of Need and other paperwork needed by MI Choice waiver staff.

Objective: Increase the number of persons inquiring about evidence-based programs and activities.

Activities: Continue distributing opportunities for evidence-based workshops hosted by Region VII AAA using the "Current Events" e-mail format to organizations who share with others.

Host small group presentations for health care and human service providers who have influence over populations who may benefit from the programs.

Build a media campaign around the importance of older adults engaging in evidence-based workshops.

Expected Outcome: Meet the required number of participants for evidence-based workshops funded by Title III B.

**Care Management**

Starting Date                      10/01/2017                      Ending Date                      09/30/2018







# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

FY 2017-2019

Region VII Area Agency On Aging

FY 2018

**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 people with disabilities. Expected Outcome: Staff will monitor the Information & 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 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 web site will continue to be updated:

[www.region7aaa.org](http://www.region7aaa.org), and staff continue to support the Affordable Care Act Health Care Exchange and MMAP programs. Goal 3: Education for our focal points. Expected Outcome: Provide annual roundtable for exchange of educational materials and best practices. Goal 4: Enhance marketing efforts of Information & Assistance. Expected Outcome: Increased number of calls to Information & Assistance.





# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN FY 2017-2019

Region VII Area Agency On Aging

FY 2018

## Regional Direct Service Request

This section applies only if the area agency is submitting a new request to provide a regional service directly that was not previously approved in this multi-year planning cycle. It is expected that regionally-defined services will be provided under contracts with community-based service providers. When appropriate, a regional direct service provision request may be approved by the CSA. Regional direct-service provision by the area agency may be appropriate when, in the judgment of AASA: (a) provision is necessary to assure an adequate supply; (b) the service is directly related to the area agency's administrative functions; or, (c) a service can be provided by the area agency more economically than any available contractor, and with comparable quality.

Area agencies 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 box and click "Add." The regional service name will appear in the dialog box on left after screen refresh. 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 2018. 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 2018 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. The Area Plan Grant Budget uploaded and saved in AMPS must include Direct Service Budget details. Please skip this section if the area agency is not submitting a new request to provide regional services directly during FY 2018.

### Caregiver and Community Transportation

Total of Federal Dollars     \$15,000.00

Total of State Dollars

Geographic Area Served     PSA 7

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

#### GOAL:

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 inexpensive 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 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

program.

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 services 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 need by older adults and their families. The existence of short notice transportation for "life emergencies" that extend beyond medical concerns continues to be an unmet need. While Region VII AAA's transportation program may not fully meet the demand, it will provide an affordable and available service option where one did not previously exist.

(C) Comparatively, Region VII AAA looks to be able to provide transportation at a rate cheaper on average than other existing providers round trip due to local transit providers charging varying rates based on the ambulatory status of the rider and additional riders, whereas Region VII AAA's rate will be all inclusive and not dependent on the physical capabilities of the program participant or having a caregiver ride with them.

**Provide a detailed justification for the 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 look into providing Caregiver and Community Transportation within the Region VII AAA PSA .

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





# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

FY 2017-2019

Region VII Area Agency On Aging

FY 2018

## Approved MYP Program Development Objectives

Program development goals and objectives previously set by the area agency 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 new text box has been added for the area agency to provide information on progress toward the objective to date.

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

### Area Agency on Aging Goal

- A. Encourage communities in our ten county planning and service area that are not already designated as a Community for a Lifetime (CFL) to consider engaging in the process.

State Goal Match: 1

#### Narrative

Region VII AAA will meet with each county unit on aging to discuss the best way to approach localities within their county and then develop a marketing and outreach plan that includes visits and information about CFL for officials, chamber of commerce and economic development groups including the offer of technical assistance to groups interested in this designation.

#### Objectives

1. One new community in the Region VII AAA planning and service area will receive recognition as a CFL by 9/30/19.

Timeline: 10/01/2016 to 09/30/2019

#### Activities

Work with county unit on aging directors and staff to develop an outreach plan. Implement plan.

#### Expected Outcome

One new community in the Region VII AAA planning and service area will secure CFL designation.

#### Progress

Region VII AAA has two communities, Deckerville in Sanilac County and Harrison in Clare County, that have expressed interest in becoming a CFL and we are currently working with them to develop a plan.

- B. Promote and increase the awareness of Region VII AAA programs and services to communities and individuals by 8%.

State Goal Match: 2

#### Narrative

Develop baseline indicators that measure an increase in awareness of agency programs services to healthcare providers, potential partners, caregivers, and minority populations including LGBT older adults, tribal members and adults who are age 60 or older and persons with disabilities.



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

FY 2017-2019

Region VII Area Agency On Aging

FY 2018

## Objectives

1. Develop method of documenting efforts to improve outreach and awareness with all populations, and specifically with those affiliated with tribal groups, gay older adults and persons with disabilities.  
Timeline: 10/01/2016 to 09/30/2019

## Activities

Create tool to measure progress. Implement use of it.

## Expected Outcome

8% increase in recognition of agency's services and supports.

## Progress

- Region VII AAA hired a full time Public Relations Specialist to promote and increase the awareness of Region VII AAA programs and services to communities and individuals throughout the ten county planning and service area.
  - Region VII AAA Advisory Council has a new Minority Representative member, who is also a member of the Saginaw Chippewa Indian Tribe of Michigan, helping to improve/promote Region VII AAA outreach and awareness with tribal members in the Region VII AAA planning and service area.
  - Region VII AAA continues to improved outreach and awareness to LBGT older adults by participating with SAGE in the Michigan LBGT & Aging Initiative. The Michigan LBGT & Aging Initiative is a partnership with the ACLU of Michigan to engage in a two-year process to: 1) review our non-discrimination policies for LBGT-inclusiveness; 2) review our internal data collection efforts to collect LBGT-related data for reporting; 3) engage our staff in training on issues of concern to LBGT older adults; and 4) work collaboratively with other AAAs and LBGT organizations across the state to develop effective policies, procedures, and promotions that best serve LBGT older adults in Michigan.
  - The Information and Assistance (I&A) Department has purchased and implemented a new I&A database called Harmony. This upgraded database will assist with tracking calls, running reports to determine future service/program needs, and allow the specialist to refer individuals to appropriate resources.
- C. Improve agency performance and quality scores by 1% from the prior year's satisfaction surveys and the Waiver and Care management AQAR and CQAR scores.  
State Goal Match: 2

## Narrative

Region VII AAA will develop performance and quality indicators relative to this goal.

## Objectives

1. Improve agency performance in home and community-based programs by 1% each year for three years.  
Timeline: 10/01/2016 to 09/30/2019



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

FY 2017-2019

## Region VII Area Agency On Aging

FY 2018

### Activities

Region VII AAA will develop and implement tools to monitor performance in the home and community-based waiver and care management programs.

### Expected Outcome

By 9/30/19 satisfaction rates will be improved by 3%.

### Progress

- Region VII AAA's AQAR was 100% in 2014, no ongoing review since. Region VII AAA continues to comply with MDHHS requirements by submitting all documentation as required by MDHHS
- Region VII AAA's CQAR was 3.88 FY 2015 and in FY 2016 it was a 4.00, which is the highest score possible.
- Region VII AAA has achieved a three year certification from the Commission on Accreditation of Rehabilitation Facilities (CARF) effective 7/20/2016 - 7/19/2019, which is a certificate of Agency quality assurance. CARF is an international, not-for-profit organization that promotes quality rehabilitation services by establishing standards for quality and surveying those organizations to assure the standards are being met.
- On March 2, 2017 the Region VII AAA Board of Directors gave the approval for Region VII AAA to seek accreditation from the National Council on Quality Assurance (NCQA)
- Region VII AAA was able to maintain a high level of client satisfaction, as well as provide staff and service providers with incremental wage increases all while receiving less money from the State.
- All Region VII AAA staff are currently handing out information packets regarding the Medicaid MI-Choice Waiver Program and we are tracking the packets to see how many turn into referrals

**D. Promote Region VII AAA's Information and Assistance program and train this staff to become Aging and Disability Resource Center (ADRC) Options Counselors and Alliance of Information and Referral Systems (AIRS) specialists.**

State Goal Match: 5

### Narrative

Region VII AAA will continue to educate Information and Assistance staff so they can meet the needs of older adults, caregivers and service providers in the planning and service area.

### Objectives

1. Persons working in the Information and Assistance department who have not yet achieved AIRS certification will do so during the MYP cycle, should Michigan secure funding for the ADRC projects, staff will be educated in Options Counseling techniques.

Timeline: 10/01/2016 to 09/30/2019

### Activities

AIRS and Options Counseling Training as available and needed.



**Region VII Area Agency On Aging**

**FY 2018**

Expected Outcome

Persons working in Region VII AAA's Information and Assistance department will be educated in Options Counseling techniques and will be AIRS certified by 9/30/2019.

Progress

- Public Relations Specialist continues to promote Region VII AAA's Information and Assistance Program to communities and individuals throughout the ten county planning and service area
- All eligible Information and Assistance staff are Currently Aging and Disability Resource Center (ADRC) Options Counselors and all Information and Assistance Staff are currently or in the process of becoming Alliance of Information a Referrals Systems (AIRS) specialist

**E. Increase agency awareness and involvement in Integrated Care/MI Health Link.**

State Goal Match: 6

Narrative

Region VII AAA management will continue to monitor and assess organizational preparedness to participate in the Michigan Health Link/Integrated Care (IC) demonstration project for the dual-eligible (Medicare/Medicaid) population and other statewide long-term care (LTC) managed care initiatives.

Objectives

1. Monitor and review available information regarding I.C. and Managed care LTC projects.

Timeline: 10/01/2016 to 09/30/2019

Activities

Communicate with Integrated Care pilot projects, Michigan's Aging and Adult Services Agency, the Area Agency on Aging Association of Michigan and others as necessary to glean information to position Region VII AAA for participation in managed care projects in the future.

Expected Outcome

Region VII AAA will be ready to engage in I.C. and/or LTC managed care projects as they are available.

Progress

- Region VII has been working with the 4AM and Resource Link to develop processes for when Integrated Care and Managed Care arrive in the Region VII AAA's planning and service area. Region VII AAA provides evidence based programs such as Diabetes PATH, Chronic Pain PATH, Matter of Balance and PATH.
- Region VII has received their Medicare billing number and has become American Association of Diabetes Educators (AADE) accredited and is looking into Care Transitions programs.

**F. Increase advocacy for senior long-term care (LTC) needs with state and federal legislators.**

State Goal Match: 1

Narrative

Region VII AAA will continue to educate lawmakers about the cultural, economic and social contributions and needs of older adults in their planning and service area.





# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

FY 2017-2019

Region VII Area Agency On Aging

FY 2018

## Objectives

1. Educate lawmakers about the needs of older adults in their districts.

Timeline: 10/01/2016 to 09/30/2019

## Activities

Develop and deploy a communication strategy on pertinent senior issues to disseminate Region VII AAA's advocacy strategy statement to lawmakers, key policy makers and stakeholders who have political influence.

## Expected Outcome

Lawmakers will have a better understanding of the demographics of older adults in their districts and the funding needed to support home and community-based services.

## Progress

- Executive Director continues meeting with state and federal lawmakers as well as local County governments advocating for senior long-term care (LTC) as well as other needs and concerns facing older adults.
- Public Relations Specialist continues to meet with the staff of state and federal lawmakers advocating for senior long-term care (LTC) as well as other needs and concerns facing older adults focusing on Home & Community Based Services (HCBS) and Long Term Services & Support (LTSS).
- Region VII AAA has provided documentation to counties showing the financial information regarding program funding received and the number of clients served.
- Advisory Council members meet with their state and federal lawmakers to advocate on behalf of older adults identifying the needs and concerns of older adults in the Region VII AAA planning and service area.
- Region VII AAA Advisory Council members also participate on the Michigan Senior Advocates Council, a non-partisan organization that works to improve conditions affecting the lives of the older adults in the State of Michigan.
- Region VII AAA's Public Relations Specialist sends out current events and news e-mailings as well as a quarterly newsletter, The Senior Advisor, to bring awareness of the concerns, challenges, and opportunities for older adults.
- Region VII AAA helps organize and participates in Older Michiganian's Day. This event brings together hundreds of seniors, aging service providers and senior advocates with their legislators and key state officials.
- Program Development/Grants Manager meets with county senior councils throughout the ten county planning and service area to advocate for the needs of seniors and inform seniors of the importance of contacting their legislators to voice the needs and concerns regarding older adults.

- G. **Ensure Region VII AAA financial and operational viability and stability in providing long-term care (LTC) programs.**

State Goal Match: 6

Region VII Area Agency On Aging

FY 2018

Narrative

The Executive Director will work to assess and mitigate current financial and operational threats to the agency's sustainability.

Objectives

1. Improve the effectiveness, efficiency and quality of services.

Timeline: 10/01/2016 to 09/30/2019

Activities

Engage in continuous quality improvement activities.

Expected Outcome

Efficient use of funding for service delivery.

Progress

- Applied for and received a state of Michigan solicitation license, which will allow Region VII AAA to raise money through donations and fundraising events.
- All contracts are continuously being negotiated with service providers to help ensure that Region VII AAA continues to work and provide services as efficiently as possible while still maintaining a high level of performance and quality.
- Region VII AAA performs budget reviews and spending reviews to help ensure that Region VII AAA continues to work and provide services as efficiently as possible while still maintaining a high level of performance and quality based on financial review.



## 2018 AIP Program Development Objectives

Please provide information for any new program development goals and objectives that are proposed by the area agency during FY 2018.

The area agency must enter each new program development goal in the appropriate text box. It is acceptable, though not required, if some of the area agency's program development goals correspond to AASA'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 Objectives.)

## Area Agency on Aging Goal

- A. Support caregivers and older community members with short notice, ride-of-last resort transportation options, in response to their transportation needs that are not otherwise being met.  
State Goal Match: 2

Narrative

Region VII AAA will ensure that all elderly and disabled citizens within the Region VII AAA PSA are given short notice, ride-of-last resort transportation options based on their individual needs that are not otherwise being met.

Objectives

1. Provide older adults and persons with disabilities within the Region VII AAA PSA short notice, ride-of-last resort transportation options that are not otherwise being met.  
Timeline: 10/01/2017 to 09/30/2018

Activities

1. Region VII AAA will assist clients in finding inexpensive transportation from both private and public entities prior to providing transportation to clients.
2. Region VII AAA will verify any transportation source used meets or exceeds the standards of Region VII AAA's 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.

Expected Outcome

Residents of the planning service area (PSA) will have improved short-notice transportation options to access non-emergency medical, housing transitions, benefit application, and enrollment appointments.

**FY 2018 AREA PLAN GRANT BUDGET**

Rev. 1/2017

Agency: Region VII Area Agency on Aging

Budget Period: 10/01/17 to 09/30/18

PSA: 7

Date: 05/25/17

Rev. No.: N/A Page 1 of 3

SERVICES SUMMARY			
FUND SOURCE	SUPPORTIVE SERVICES	NUTRITION SERVICES	TOTAL
1. Federal Title III-B Services	813,938		813,938
2. Fed. Title III-C1 (Congregate)		453,897	453,897
3. State Congregate Nutrition		19,001	19,001
4. Federal Title III-C2 (HDM)		710,265	710,265
5. State Home Delivered Meals		833,103	833,103
8. Fed. Title III-D (Prev. Health)	47,036		47,036
9. Federal Title III-E (NFCSP)	292,316		292,316
10. Federal Title VII-A	10,145		10,145
10. Federal Title VII-EAP	11,641		11,641
11. State Access	56,716		56,716
12. State In-Home	645,174		645,174
13. State Alternative Care	223,235		223,235
14. State Care Management	431,825		431,825
16. SL ANS & SL NHO	128,967		128,967
17. Local Match			
a. Cash	99,164	188,028	287,192
b. In-Kind	235,650	36,001	271,651
18. State Respite Care (Escheat)	95,657		95,657
19. MATF & St. CG Support	266,472		266,472
20. TCM/Medicaid & MSO	39,148		39,148
21. NSIP		722,658	722,658
22. Program Income	580,324	1,107,410	1,687,734
<b>TOTAL:</b>	<b>3,977,408</b>	<b>4,070,363</b>	<b>8,047,771</b>

ADMINISTRATION				
Revenues	Local Cash	Local In-Kind	Total	
Federal Administration	257,494	42,000	7,550	307,044
State Administration	49,854			49,854
MATF & St. CG Support Administration	26,353			26,353
Other Admin	38,800			38,800
<b>Total AIP Admin:</b>	<b>372,501</b>	<b>42,000</b>	<b>7,550</b>	<b>422,051</b>

Expenditures		
	FTEs	
1. Salaries/Wages	4.05	230,892
2. Fringe Benefits		92,460
3. Office Operations		96,699
<b>Total:</b>		<b>422,051</b>

Cash Match Detail		In-Kind Match Detail	
Source	Amount	Source	Amount
Local Dues	42,000	In-kind Space Fed Adm	3,550
		In-Kind Space Care Mgmt	4,000
<b>Total:</b>	<b>42,000</b>	<b>Total:</b>	<b>7,550</b>

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



FY 2018 AREA AGENCY GRANT FUNDS - SUPPORT SERVICES DETAIL

Agency: Region VII Area Agency on Aging

Budget Period: 10/01/17

to 09/30/18

Rev. 1/2017

PSA: 7

Date: 05/25/17

Rev. No.: N/A

page 2 of 3

SERVICE CATEGORY	Title III-E	Title III-D	Title III-E	Title VII	State Access	State In-Home	St. Alt Care	State Care Mgmt	St. ANS St. MHD	St. Hospice (Escheat)	MATF & St. CG Sup.	TCM/Medicaid MSO Fund	Program Income	Cash Match	In-Kind Match	TOTAL	
<b>1. Access</b>																	
a. Care Management					16,000			431,825	25,000			22,933	3,836		52,425		553,999
b. Case Coord/Supp	271,880		50,000						27,222				83,129	18,780	20,077		481,988
c. Disaster Advocacy																	
d. Information & Assis					41,716				35,000							6,857	68,573
e. Outreach	122,403												2,589	5,667	7,919		138,658
f. Transportation	45,745												12,226	5,083			63,054
<b>2. In-Home</b>																	
a. Chores	24,025												12,004	1,413	1,257		38,695
b. Home Care Assis																	
c. Home Injury Cntrl																	
d. Homemaking	11,010					300,410	111,972		7,517				155,376	28,463	19,427		634,283
e. Home Health Aide																	
f. Medication Mgt																	
g. Personal Care	13,516						211,317	111,263					90,746	19,419	17,925		464,186
h. Assistive Devices/Tech																	
i. Respite Care	12,496						133,439			8,280	42,824		60,400	10,234	11,718		279,391
j. Friendly Reassurance																	
<b>3. Legal Assistance</b>	56,000												667		6,222		62,889
<b>4. Community Services</b>																	
a. Adult Day Care									9,804	87,377	223,648		122,762	3,556	31,560		477,239
b. Dementia ADC																	
c. Disease Prevant	18,211	47,000											7,396		4,250		78,857
d. Health Screening																	
e. Assist to Deaf																	
f. Home Repair	35,052												6,757		3,895		45,704
g. LTC Ombudsman	9,457			10,145					40,524			16,548	278		8,530		65,582
h. Sr Ctr Operations	9,000												148	1,000			10,148
i. Sr Ctr Staffing	42,319												673	3,587	1,116		47,695
j. Vision Services																	
k. Elder Abuse Prevnt				11,841									85		1,253		13,020
l. Counseling																	
m. Great.Cent CG& CCC																	
n. Caregiver Support			54,483												6,051		60,534
o. Kinship Support			23,516												2,624		26,140
p. Caregiver E.S.T			158,237										10,937	1,910	15,460		184,634
<b>5. Program Develop</b>	135,784															15,087	150,871
<b>6. Region Specific</b>																	
Coregiver Transportation	7,000	-	8,000	-	-	-	-	-	-	-	-	-	-	-	1,667	-	18,667
b.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
c.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
d.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
e.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>7. CLP/ADRC Services</b>																	
B. MATF & St. CG Sup Adm											28,263						28,263
<b>SUPPRT SERV TOTAL</b>	<b>811,938</b>	<b>47,536</b>	<b>292,316</b>	<b>21,766</b>	<b>58,716</b>	<b>648,174</b>	<b>223,235</b>	<b>431,825</b>	<b>138,957</b>	<b>95,657</b>	<b>292,825</b>	<b>39,148</b>	<b>580,324</b>	<b>99,164</b>	<b>235,850</b>		<b>4,003,791</b>

Agency: Region VII Area Agency on Aging Budget Period: 10/01/17 to 9/30/18  
 PSA: 7 Date: 05/25/17 Rev. Number N/A

**FY 2018 AREA PLAN GRANT BUDGET - TITLE III-C NUTRITION SERVICES DETAIL**

SERVICE CATEGORY	Title III C-1	Title III C-2	State Congregate	State HDM	NSIP	Program Income	Cash Match	In-Kind Match	TOTAL
<b>Nutrition Services</b>									
1. Congregate Meals	440,897		19,001		169,439	335,726	38,836	12,264	1,016,163
2. Home Delivered Meals		710,265		833,103	553,219	771,684	149,192	22,293	3,038,766
3. Nutrition Counseling									-
4. Nutrition Education									-
5. AAA RD/Nutritionist*	13,000							1,444	14,444
<b>Nutrition Services Total</b>	<b>453,897</b>	<b>710,265</b>	<b>19,001</b>	<b>833,103</b>	<b>722,658</b>	<b>1,107,410</b>	<b>188,028</b>	<b>36,001</b>	<b>4,070,363</b>

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

**FY 2018 AREA PLAN GRANT BUDGET-TITLE VII LTC OMBUDSMAN DETAIL**

SERVICE CATEGORY	Title III-B	Title VII-A	Title VII-EAP	State NHO	MSO Fund	Program Income	Cash Match	In-Kind Match	TOTAL
<b>LTC Ombudsman Services</b>									
1. LTC Ombudsman	9,457	10,145		40,524	16,648	278	-	8,530	85,582
2. Elder Abuse Prevention	-		11,641			86	-	1,293	13,020
3. Region Specific	-	-	-	-	-	-	-	-	-
<b>LTC Ombudsman Ser. Total</b>	<b>9,457</b>	<b>10,145</b>	<b>11,641</b>	<b>40,524</b>	<b>16,648</b>	<b>364</b>	<b>-</b>	<b>9,823</b>	<b>98,602</b>

**FY 2018 AREA PLAN GRANT BUDGET- RESPITE SERVICE DETAIL**

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
1. Chore	-	-	-	-	-	-	-	-	-
2. Homemaking	-	-	-	-	-	-	-	-	-
3. Home Care Assistance	-	-	-	-	-	-	-	-	-
4. Home Health Aide	-	-	-	-	-	-	-	-	-
5. Meal Preparation/HDM	-	-	-	-	-	-	-	-	-
6. Personal Care	-	-	-	-	-	-	-	-	-
<b>Respite Service Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**FY 2018 AREA PLAN GRANT BUDGET-TITLE E- KINSHIP SERVICES DETAIL**

SERVICE CATEGORY	Title III-B	Title III-E				Program Income	Cash Match	In-Kind Match	TOTAL
<b>Kinship Ser. Amounts Only</b>									
1. Caregiver Sup. Services	-	-				-	-	-	-
2. Kinship Support Services	-	23,616				-	-	2,624	26,240
3. Caregiver E,S,T	-	-				-	-	-	-
4.	-	-				-	-	-	-
<b>Kinship Services Total</b>	<b>-</b>	<b>23,616</b>				<b>-</b>	<b>-</b>	<b>2,624</b>	<b>26,240</b>



Planned Services Summary Page for FY 2018

PSA: 7

Service	Budgeted Funds	Percent of the Total	Method of Provision		
			Purchased	Contract	Direct
<b>ACCESS SERVICES</b>					
Care Management	\$ 550,686	6.82%		X	X
Case Coordination & Support	\$ 481,688	5.97%		X	
Disaster Advocacy & Outreach Program	\$ -	0.00%			
Information & Assistance	\$ 68,573	0.85%			X
Outreach	\$ 138,658	1.72%		X	X
Transportation	\$ 63,054	0.78%		X	
<b>IN-HOME SERVICES</b>					
Chore	\$ 38,679	0.48%	X	X	
Home Care Assistance	\$ -	0.00%			
Home Injury Control	\$ -	0.00%			
Homemaking	\$ 634,283	7.86%	X	X	
Home Delivered Meals	\$ 3,039,756	37.65%		X	
Home Health Aide	\$ -	0.00%			
Medication Management	\$ -	0.00%			
Personal Care	\$ 464,186	5.75%	X	X	
Personal Emergency Response System	\$ -	0.00%			
Respite Care	\$ 279,391	3.46%	X	X	
Friendly Reassurance	\$ -	0.00%			
<b>COMMUNITY SERVICES</b>					
Adult Day Services	\$ 477,239	5.91%	X	X	
Dementia Adult Day Care	\$ -	0.00%			
Congregate Meals	\$ 1,016,163	12.59%		X	
Nutrition Counseling	\$ -	0.00%			
Nutrition Education	\$ -	0.00%			
Disease Prevention/Health Promotion	\$ 76,887	0.95%	X	X	
Health Screening	\$ -	0.00%			
Assistance to the Hearing Impaired & Deaf	\$ -	0.00%			
Home Repair	\$ 45,704	0.57%		X	
Legal Assistance	\$ 62,909	0.78%		X	
Long Term Care Ombudsman/Advocacy	\$ 85,582	1.06%		X	
Senior Center Operations	\$ 10,148	0.13%		X	
Senior Center Staffing	\$ 47,895	0.59%		X	
Vision Services	\$ -	0.00%			
Programs for Prevention of Elder Abuse,	\$ 13,020	0.16%		X	
Counseling Services	\$ -	0.00%			
Creating Confident Caregivers® (CCC)	\$ -	0.00%			
Caregiver Supplemental Services	\$ 60,514	0.75%	X		
Kinship Support Services	\$ 26,240	0.32%	X		
Caregiver Education, Support, & Training	\$ 184,534	2.29%		X	
AAA RD/Nutritionist	\$ 14,444	0.18%			X
<b>PROGRAM DEVELOPMENT</b>	\$ 150,871	1.87%			X
<b>REGION-SPECIFIC</b>					
Caregiver Transportation	\$ 16,667	0.21%			X
b.	\$ -	0.00%			
c.	\$ -	0.00%			
d.	\$ -	0.00%			
e.	\$ -	0.00%			
<b>CLP/ADRC SERVICES</b>					
<b>SUBTOTAL SERVICES</b>	\$ 8,047,771				
<b>MATF &amp; ST CG ADMINISTRATION</b>	\$ 26,353	0.33%			X
<b>TOTAL PERCENT</b>		100.00%	8.91%	85.48%	5.61%
<b>TOTAL FUNDING</b>	\$ 8,074,124		\$719,097	\$6,902,174	\$452,853

Note: Rounding variances may occur between the Budgeted Funds column total and the Total Funding under the Method of Provision columns due to percentages in the formula. Rounding variances of + or (-) \$1 are not considered material.

**AREA AGENCY ON AGING—OPERATING BUDGET**

PSA: VII  
 Agency: Region VII Area Agency on Aging

Budget Period: 10/01/17

to: 09/30/18

Date of Budget: 05/25/17

Rev. No.: N/A Page 1 of 2

Operations		Program Services/Activities								
Admin	Program Develop	CM Admin	CM Thumb	State Access	T-V Adm		Waiver In-Direct	Waiver Direct	Aging Network Svcs	TOTAL

**REVENUES**

Federal Grants	257,494	135,784				460,640		457,443	2,338,462		3,657,623
State Grants	49,854		36,000	123,160	56,716			457,443	2,338,462	25,000	3,086,636
Local Cash Match	42,000										42,000
Local In-Kind Match	3,550	15,087	4,000	13,684	6,302	52,049				2,778	97,450
Interest Income/Program Income				1,000							1,000
Fund Raising/Other/TCWTSR	26,353		2,800	5,000							34,153
<b>TOTAL</b>	<b>379,251</b>	<b>150,871</b>	<b>42,800</b>	<b>142,844</b>	<b>63,018</b>	<b>520,489</b>	<b>0</b>	<b>914,885</b>	<b>4,676,925</b>	<b>27,778</b>	<b>6,918,861</b>

**EXPENDITURES**

Contractual Services						421,598					421,598
Purchased Services											0
Wages and Salaries	208,096	77,311	22,196	74,023	31,662	34,547		604,676	2,065,079	13,784	3,121,973
Fringe Benefits	66,959	36,502	7,840	33,935	18,794	12,510		215,209	1,024,642	10,125	1,426,517
Payroll Taxes	15,965	5,914	1,696	5,624	2,422	1,867		46,258	157,597	1,054	238,398
Professional Services	3,865	1,649	2,961	987	304	443		4,275	150,828	0	165,312
Accounting & Audit Services	2,414	960	272	909	401	3,313		6,134	6,597		21,000
Legal Fees	539	613	158	163	183	201		1,992	10,744		14,473
Occupancy	3,550	15,087	4,000	15,685	6,302	52,049			975,051	2,778	1,074,502
Insurance	2,881	1,440	300	691	576	576		4,588	26,170		37,223
Office Equipment	0	0	0	542	0	0		0	10,839	0	11,381
Equip Maintenance & Repair	2,810	2,149	995	2,536	573	1,082		6,394	35,412	0	51,951
Office Supplies	2,770	1,292	251	516	191	336		4,887	34,227	35	44,506
Printing & Publication/ Marketing	15,000							0			15,000
Postage	5,061	990	0	116	397	531		0	6,774		12,869
Telephone	1,425	1,001	234	1,579	299	303		4,833	42,655		52,344
Travel	3,236	3,782	1,480	6,040	251	320		9,198	105,923	0	129,231
Conferences/Training	774	750	27	11	8	8		1,038	1,768	0	4,385
Memberships	1,573	697	132	106	293	313		1,959	8,724		13,696
Special Events	3,000										3,000
Board Per Diem/Travel/Conf	36,916										36,916
Utilities	1,796	932	257	382	382	489		3,444	14,865		22,567
<b>TOTAL</b>	<b>379,251</b>	<b>150,871</b>	<b>42,800</b>	<b>142,844</b>	<b>63,018</b>	<b>520,489</b>	<b>0</b>	<b>914,885</b>	<b>4,676,925</b>	<b>27,778</b>	<b>6,918,861</b>

### EVIDENCE-BASED PROGRAMS PLANNED FOR FY 2018

Funded Under Disease Prevention Health Promotion Service Definition

Provide the information requested below for Evidence-Based Programs (EBDP) to be funded under Title III-D.

Beginning October 1, 2016 (FY 2017), Title III-D funds can only be used on health promotion programs that meet the highest level criteria as determined by the Administration for Community Living (ACL) Administration on Aging (AoA). Please see the "List of Approved EBDP Programs for Title III-D Funds" in the Document Library. Only programs from this list will be approved beginning in FY 2017.

Program Name	Provider Name	Anticipated No. of Participants	Funding Amount
Matter of Balance	Bay County Department on Aging, Clare County Senior Services, National Kidney Foundation, McKenzie Health, Human Development Commission	92	\$12,901
Diabetes PATH	Bay County Department on Aging, Clare County Senior Services, National Kidney Foundation, McKenzie Health, Human Development Commission, Midland Senior Services, Council on Aging Gladwin	46	\$11,771
Powerful Tools for Caregivers	Midland Senior Services	20	\$2,741
Enhance Fitness	National Kidney Foundation	15	\$1,471
Tai-Chi for Arthritis	Saginaw County Commission on Aging	200	\$13,301
Chronic Pain PATH	National Kidney Foundation, Midland Senior Services	22	\$4,841



**ANNUAL & MULTI YEAR IMPLEMENTATION PLAN**  
FY 2017-2019

Region VII Area Agency On Aging

FY 2018

**Appendices**





**ANNUAL & MULTI YEAR IMPLEMENTATION PLAN**  
**FY 2017-2019**

Region VII Area Agency On Aging

FY 2018

**APPENDIX D**

**Agreement for Receipt of Supplemental Cash-In-Lieu of Commodity Payments for the Nutrition Program for the Elderly**

The above identified agency, (hereinafter referred to as the GRANTEE), under contract with the Aging and Adult Services Agency (AASA), affirms that its contractor(s) have secured local funding for additional meals for senior citizens which is not included in the current fiscal year (see above) application and contract as approved by the GRANTEE.

**Estimated number of meals these funds will be used to produce is:**

**84,676**

These meals are administered by the contractor(s) as part of the Nutrition Program for the Elderly, and the meals served are in compliance with all State and Federal requirements applicable to Title III, Part C of the Older Americans Act of 1965, as amended.

Therefore, the GRANTEE agrees to report monthly on a separate AASA Financial Status Report the number of meals served utilizing the local funds, and in consideration of these meals will receive separate reimbursement at the authorized per meal level cash-in-lieu of United States Department of Agriculture commodities, to the extent that these funds are available to AASA.

The GRANTEE also affirms that the cash-in-lieu reimbursement will be used exclusively to purchase domestic agricultural products, and will provide separate accounting for receipt of these funds.



**ANNUAL & MULTI YEAR IMPLEMENTATION PLAN**  
**FY 2017-2019**

Region VII Area Agency On Aging

FY 2018

**APPENDIX E**

**Waiver of Minimum Percentage For a Priority Service Category**

Priority Service Category for which Waiver Is being requested:		In-Home Services
Source of Funds	Amount of Funds	Amount of Title III-B
State Funds	67,892	678,922
<p><b>Rationale Statement:</b> Explain how waiving the respective required minimum percentage will enhance the service delivery system to be implemented under this plan. (For additional context, refer to AASA Transmittal Letter 2005-107, July 27, 2005.)</p>		
<p>Region VII Area Agency on Aging is requesting a waiver of the 10% in-home services requirements under Title IIIB. We have been fortunate enough to receive additional state resources for in-home services the last few years. We are budgeting 8.9% of the funding towards in-home services. We are anticipating federal sequestration cuts. The difference allows flexibility in funding other needed programs in our PSA including home delivered meals and case management.</p>		



**ANNUAL & MULTI YEAR IMPLEMENTATION PLAN**  
 FY 2017-2019

Region VII Area Agency On Aging

FY 2018

**APPENDIX F**  
**Request to Transfer Funds**

1	The Area Agency on Aging requests approval to transfer funds from Title III-B <b>Supportive Services</b> 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 <b>Congregate Nutrition Services</b> 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  135,016
Congregate Meals in our PSA has been trending down. This transfer allows for case management services and services in the home setting.		
3	The Area Agency on Aging requests approval to transfer funds from Title III-C1 <b>Congregate Nutrition</b> 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



### **ASSURANCES AND CERTIFICATIONS**

The undersigned agency, designated by the Michigan Commission on Services to the Aging to act as the Area Agency on Aging within a given planning and service area, agrees to the following:

1. That the Annual Implementation Plan shall cover the current Fiscal Year.
2. To administer its Annual Implementation Plan in accordance with the Older Americans Act, the Older Michiganians Act, federal and state rules, and policies of the Michigan Commission on Services to the Aging as set forth in publications and policy directives issued by the Michigan Aging and Adult Services.
3. To make revisions necessitated by changes in any of the documents listed in point two in accordance with directives from the Michigan Aging and Adult Services.
4. That any proposed revisions to the Annual Implementation Plan initiated by the Area Agency on Aging will be made in accordance with procedures established by the Michigan Aging and Adult Services.
5. That funds received from the Michigan Aging and Adult Services will only be used to administer and fund programs outlined in the Annual Implementation Plan approved by the Michigan Commission on Services to the Aging.
6. That the Area Agency on Aging will undertake the duties and perform the project responsibilities described in the Annual Implementation Plan in a manner that provides service to older persons in a consistent manner over the entire length of the Annual Implementation Plan and to all parts of the planning and service area.
7. That program development funds will be used to expand and enhance services in accordance with the initiatives and activities set forth in the approved Area Implementation Plan.
8. That all services provided under the Annual Implementation Plan are in agreement with approved service definitions and are in compliance with applicable minimum standards for program operations as approved by the Michigan Commission on Services to the Aging and issued by the Michigan Aging and Adult Services, including Care Management.
9. That the Area Agency on Aging will comply with all conditions and terms contained in the Statement of Grant Award issued by the Michigan Aging and Adult Services.
10. That the Area Agency on Aging may appeal actions taken by the Commission on Services to the Aging with regard to the Annual Implementation Plan, or related matters, in accordance with procedures issued by the Michigan Aging and Adult Services in compliance with the requirements of the Older Michiganians Act and Administrative Rules.
11. That the AAA will coordinate planning, identification, assessment of needs, and provision of services for older individuals with disabilities, with particular attention to individuals with severe disabilities, and with agencies that develop or provide services for individuals with disabilities.
12. That the AAA has in place a grievance procedure for eligible individuals who are dissatisfied with or denied services.
13. That the AAA will send copies of the Annual Implementation Plan to all local units of government seeking approval as instructed in the Plan Instructions.
14. That the Area Agency on Aging Governing Board and Advisory Council have reviewed and endorsed the Annual Implementation Plan.



15. That the Area Agency on Aging will comply with Federal Regulation 2 CFR, part 180 and certifies to the best of its knowledge and belief that its employees and subcontractors are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department.
16. That the Area Agency on Aging will comply with all conditions and terms of Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, and the Age Discrimination Act of 1975. The Applicant agrees that compliance with this assurance constitutes a condition of continued receipt of Federal financial assistance, and that it is binding upon the Applicant, its successors, transferees and assignees for the period during which such assistance is provided. If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the Applicant by the Department, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is so provided, this assurance shall obligate the Applicant for the period during which it retains ownership or possession of the property. The Applicant further recognizes and agrees that the United States shall have the right to seek judicial enforcement of this assurance.
17. That the Area Agency on Aging will comply with all conditions and terms of The Elliot Larsen Civil Rights Act, PA 453 of 1976 and the Persons With Disabilities Civil Rights Act, PA 220 of 1976. The Applicant provides this assurance in consideration of and for the purpose of obtaining State of Michigan Federal grants, loans, contracts, property, discounts or other State and Federal financial assistance from the Michigan Aging and Adult Services Agency.
18. That the Area Agency on Aging identifies itself as a subrecipient (versus a vendor) of the Aging and Adult Services Agency, Michigan Department of Health and Human Services.
19. That the Area Agency on Aging certifies to the best of its knowledge and belief that reports submitted to the Aging and Adult Services Agency are true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. That the Area Agency on Aging is aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject the agency, and its personnel, to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-38120).
20. The signatory on the Signature Page indicates that the Area Agency on Aging is submitting the current Fiscal Year Annual Implementation Plan or Multi-Year Implementation Plan that describes the initiatives and activities which will be undertaken on behalf of older persons within the planning and service area. We assure that these documents and subsequent Annual Implementation Plans represent a formal commitment to carry out administrative and programmatic responsibilities and to utilize federal and state funds as described.
21. That the Area Agency on Aging is hereby notified the current fiscal year Annual Implementation Plan or Multi-Year Implementation Plan is designated as:
  - a research and development project
  - not a research and development project



### **Assurance of Compliance**

ASSURANCE OF COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, SECTION 504 OF THE REHABILITATION ACT OF 1973, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, AND THE AGE DISCRIMINATION ACT OF 1975.

The Applicant provides this assurance in consideration of and for the purpose of obtaining Federal grants, loans, contracts, property, discounts or other Federal financial assistance from the Department of Health and Human Services.

THE APPLICANT HEREBY AGREES THAT IT WILL COMPLY WITH:

1. Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352), as amended, and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 80), to the end that, in accordance with Title VI of that Act and the Regulation, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department.
2. Section 504 of the Rehabilitation Act of 1973 (Pub. L. 93-112), as amended, and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 84), to the end that, in accordance with Section 504 of that Act and the Regulation, no otherwise qualified handicapped individual in the United States shall, solely by reason of his handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department.
3. Title IX of the Educational Amendments of 1972 (Pub. L. 92-318), as amended, and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 86), to the end that, in accordance with Title IX and the Regulation, no person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any education program or activity for which the Applicant receives Federal financial assistance from the Department.
4. The Age Discrimination Act of 1975 (Pub. L. 94-135), as amended, and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 91), to the end that, in accordance with the Act and the Regulation, no person in the United States shall, on the basis of age, be denied the benefits of, be excluded from participation in, or be subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department.

The Applicant agrees that compliance with this assurance constitutes a condition of continued receipt of Federal financial assistance, and that it is binding upon the Applicant, its successors, transferees and assignees for the period during which such assistance is provided. If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the Applicant by the Department, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is so provided, this assurance shall obligate the Applicant for the period during which it retains ownership or possession of the property. The Applicant further recognizes and agrees that the United States shall have the right to seek judicial enforcement of this assurance.

**Assurance of Compliance  
With The  
Elliot Larsen Civil Rights Act**

ASSURANCE OF COMPLIANCE WITH THE ELLIOT LARSEN CIVIL RIGHTS ACT, PA 453 OF 1976 AND THE PERSONS WITH DISABILITIES CIVIL RIGHTS ACT, PA 220 OF 1976.

The Applicant provides this assurance in consideration of and for the purpose of obtaining State of Michigan Federal grants, loans, contracts, property, discounts or other State and Federal financial assistance from the Michigan Aging and Adult Services.

THE APPLICANT HEREBY AGREES THAT IT WILL COMPLY WITH:

**Non-Discrimination:** In the performance of any grant, contract, or purchase order resulting here from, the Contractor agrees not to discriminate against any employee or applicant for employment or service delivery and access, with respect to their hire, tenure, terms, conditions or privileges of employment, programs and services provided or any matter directly or indirectly related to employment, because of race, color, religion, national origin, ancestry, age, sex, height, weight, marital status, physical or mental disability unrelated to the individual's ability to perform the duties of the particular job or position. The Contractor further agrees that every subcontract entered into for the performance of any grant, contract, or purchase order resulting here from will contain a provision requiring non-discrimination in employment, service delivery and access, as herein specified binding upon each subcontractor. This covenant is required pursuant to the Elliot Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2201 et seq, and the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended MCL 37.1101 et seq, and any breach thereof may be regarded as a material breach of the grant, contract, or purchase order.

PLANNED SERVICE RENEWAL

05/17/2017

County Of Tuscola  
440 N State St  
Caro MI 48723-1555

Tuscola County Psa 2017

Dear Mike Miller,



Thank you for being a loyal Johnson Controls customer. We appreciate your business and look forward to continuing as your building technology services partner.

To make sure that your planned maintenance continues without interruption, per our contract, we will automatically renew your agreement for two years effective 08/01/2017 to 07/31/2019 for the annual sum of \$12,275.00 for year 1 and \$12,520.00 for year 2, to be paid annually. We will continue to send your invoices to:

Tuscola County Courthouse  
125 W Lincoln St  
Caro MI 48723

If we need a new requisition or purchase order to reference on your invoices, please provide a copy of that document to us by 07/01/2017

As a manufacturer of mechanical, controls, security and fire systems, we have the expertise and resources to provide proper maintenance and repair services for your facility. With planned service you have a solution that helps optimize your building's performance and provides dependability, sustainability and energy efficiency. Your service is delivered with the attention of a local service company backed by the resources of a global organization.

Again, thank you for your business and we look forward to serving you in the coming year. Please do not hesitate to call if I can assist you in any way.

Sincerely,  
Lindsay Short

JOHNSON CONTROLS Inc.

By: \_\_\_\_\_  
Signature : \_\_\_\_\_  
Title: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Title: \_\_\_\_\_ Date: \_\_\_\_\_

By: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Title: \_\_\_\_\_ Date: \_\_\_\_\_  
Customer PO#: \_\_\_\_\_



June 15, 2017

A regular meeting of the Board was held in their offices at 1733 S. Mertz Rd., Caro, Michigan on Thursday, June 15, 2017 at 8:00 A.M.

Present: Road Commissioners John Laurie, Gary Parsell, Mike Zwerk, and Julie Matuszak; County Highway Engineer Michele Zawerucha, Superintendent/Manager Jay Tuckey, Director of Finance/Secretary-Clerk Michael Tuckey.

Absent: Road Commissioner Pat Sheridan.

Motion by Parsell seconded by Matuszak that the minutes of the June 1, 2017 regular meeting of the Board be approved. Matuszak, Zwerk, Parsell, Laurie --- Carried.

Payroll in the amount of \$94,664.17 and bills in the amount of \$260,343.34 covered by vouchers #17-28 and #17-29 were presented and audited.

Motion by Zwerk seconded by Matuszak that the payroll and bills be approved. Matuszak, Zwerk, Parsell, Laurie --- Carried.

Brief Public Comment Segment:

- (1) Ms. Maureen Walker appeared before the Board to discuss the roadside spraying conducted recently on Saginaw Road. Ms. Walker reported that the roadside was sprayed at her property, which is considered organic, and that it was applied in poor weather conditions. Superintendent/Manager Jay Tuckey explained that the roadside shoulders were recently sprayed for the upcoming paving projects this season. After discussion, the Board apologized for the incident, and will investigate the issue further.

Fremont Township Supervisor Henry Wymore and Fremont Township Treasurer Chuck Sherwin appeared before the Board to discuss a proposed road base repair project on Snover Road. County Highway Engineer Zawerucha presented to the Board an itemized cost estimate for the proposed project. After further discussion, the following motion was introduced:

Motion by Parsell seconded by Matuszak to approve the request from the Fremont Township Board to fund the Snover Road base repair project over a two (2) year period, with the Road Commission funding the cost of the asphalt patch for the project. Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Zwerk seconded by Parsell to approve the Union's request for the "Floating Holiday" to be observed on Monday, July 3, 2017. Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Zwerk seconded by Matuszak to approve the request from the Fairgrove Township Board for the installation of a Universal Handicapped Specialty Sign on Vassar Road, as recommended by the County Highway Engineer. Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Matuszak that the agreement between Michigan Aggregate Products, LLC and the Tuscola County Road Commission allowing Designated and Special Designated All-Season loads on Snover Road from its establishment east to Leix Road be extended for two (2) years with the conditions specified in the agreement. Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Zwerk seconded by Matuszak that the Tuscola County Road Commission cast a ballot for Tim O'Rourke of Roscommon County and Russell Williams of Marquette County to serve as At-Large Positions on the

Board of Directors of the Michigan County Road Commission Self-Insurance Pool. Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Parsell seconded by Matuszak to accept the Letter of Retirement from John Luana to be effective August 17, 2017. Matuszak, Zwerk, Parsell, Laurie --- Carried.

Superintendent/Manager Jay Tuckey discussed with the Board the current staffing levels at the Road Commission.

County Highway Engineer Zawerucha presented to the Board a letter from Ms. Marie Koch regarding the lack of Stop Ahead Signs along Truax Road from Reese Road to Frankenmuth Road. The Board recommended that the County Highway Engineer review the intersections.

County Highway Engineer Zawerucha discussed with the Board the Road Commission's policy for mowing primary roads in the county. Superintendent/Manager Jay Tuckey explained the current schedule for mowing the primary roads. The Board recommended that the Superintendent/Manager further review the Road Commission's mowing operations, and in the meantime to dispatch a mower to the intersection of East Dayton Road and Hurds Corner Road immediately.

Motion by Parsell seconded by Zwerk that the Road Commission follow the recommended weather specifications when applying chemicals for roadside spraying, including no spraying when wind speed is over 10 M.P.H. Matuszak, Zwerk, Parsell, Laurie --- Carried.

Motion by Zwerk seconded by Parsell that the meeting be adjourned at 9:30 A.M. Matuszak, Zwerk, Parsell, Laurie --- Carried.

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Chairman

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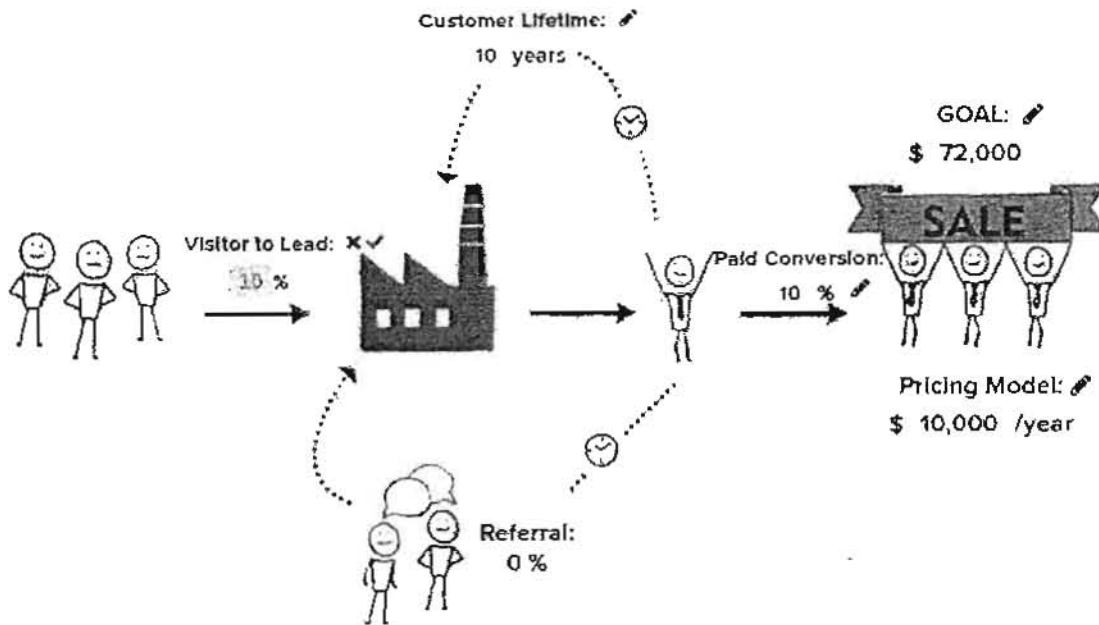
Secretary-Clerk of the Board

TCInfoSys Business Plan

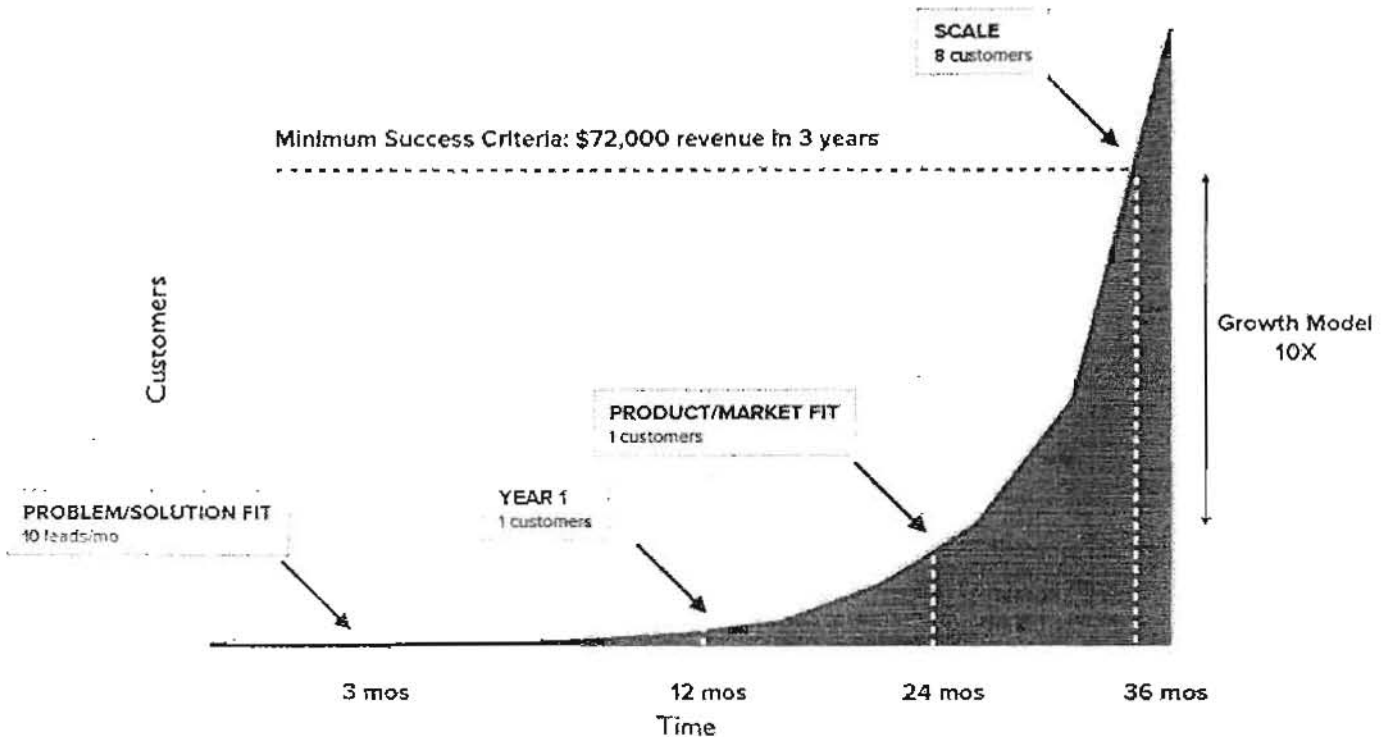
<p><b>PROBLEM</b></p> <p>Budget/Cost</p> <p>Non-skilled professionals</p> <p>Urgency</p> <p>Requisite Software</p> <p>Poor Customer Service</p>	<p><b>SOLUTION</b></p> <p>Provide reasonable budgeting consultation and planning with a value to the customer.</p> <p>Offer Logical Service contract with experience technicians backing the support.</p> <p>Technicians are available 24/7 if needed.</p> <p>Technicians are familiar with many Governmental Softwares and posses knowledge to support even more.</p> <p>All Technicians are coached to be "customer first" in support.</p>	<p><b>UNIQUE VALUE PROPOSITION</b></p> <p>Many local Governments struggle with Technology. From the budgeting and planning phases to the installation/support phase. Tuscola County owns and operates a full service data center with qualified support technicians to provide a solution to not just local Governments, but also businesses to receive the support they need to provide services.</p>	<p><b>UNFAIR ADVANTAGE</b></p> <p>Tuscola County Technicians are familiar with Government rules, policies, best practices, software and future visions already throughout the State.</p> <p>No one in the area is able to compete with what Tuscola County already has to offer with the funds the potential customer will have available.</p>	<p><b>CUSTOMER SEGMENTS</b></p> <p>City Governments</p> <p>Village Governments</p> <p>Township Governments</p> <p>Private Business</p> <p>Non Profit</p>
<p><b>EXISTING ALTERNATIVES</b></p> <p>Private business sub-contractors</p>	<p><b>KEY METRICS</b></p> <p>Minimum Success Criteria - Recoop cost of 1 Technical role within 3 years</p> <p>Maximum Success Criteria - Self sufficient and revenue generating department</p>	<p><b>HIGH-LEVEL CONCEPT</b></p> <p>Big city IT support/hosting, built and boxed for low budget, lean business operations.</p>	<p><b>CHANNELS</b></p> <p>Public Meetings</p> <p>Rotary</p> <p>Specialized Committees and Conferences</p> <p>Flyer in Tax Notice</p> <p>Email Blast</p> <p>Facebook/Social Media</p> <p>Sponsor Groups/Events</p> <p>Other</p>	<p><b>EARLY ADOPTERS</b></p> <p>Government entity that is demanded to provide public with highly technical services, without the budget or knowledge to get there.</p>
<p><b>COST STRUCTURE</b></p> <p>Employee @ \$40k/year</p> <p>Legacy employee costs</p> <p>Legacy hardware costs</p> <p>Legacy operational costs</p>		<p><b>REVENUE STREAMS</b></p> <p>Logical Service Contracts</p> <p>Security as a Service Contracts</p> <p>Software Service Hosting Contracts</p> <p>Website Design/Hosting Contracts</p>		

Assumptions:

### Traction Model



### Traction Model



Based on minimum success criteria of \$72,000/year, pricing model of \$10,000/year, expected customer lifetime of 10 years, and expected customer acquisition rate of 1.00%, TCInfoSys will need to attract 1 new visitors/day after year 3.