

**AGENDA**  
**Wednesday, July 15, 2020**  
**9:00 a.m.**

**CLARE COUNTY BOARD OF COMMISSIONERS**

**MISSION STATEMENT:**

**The mission of Clare County government is to provide quality services among competing demands for limited resources in the most effective and efficient manner possible to the citizens and patrons of Clare County government.**

- 1. Call to Order**  
**Pledge of Allegiance**
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. Approval of Minutes**
  - A. Board of Commissioners Minutes of June 17, 2020** **Pages 5 - 11**
- 5. General Public Comment (Limited to Three Minutes per Speaker)**
- 6. Communications List** **Pages 13 - 34**
- 7. ADMINISTRATOR'S REPORT (Limited to three minutes)**
- 8. COMMUNITY SERVICES DIRECTOR (Limited to five minutes)**
- 9. Public Hearings/Special Presentation**  
**9:15 a.m. Lisa Kaspriak – Medical Examiner's Annual Report** **Pages 35 - 48**
- 10. Committee Reports/Consent Calendar**
  - A. Justice Committee**
  - B. Health and Human Services Committee**
    - 1. Region VII Area Agency on Aging**
      - a. Senior Community Service Employment Agreement** **Pages 53 - 56**
      - b. Annual Plan for FY 2021** **Pages 57 - 92**
    - a. Motion:** To adopt the Senior Community Service Employment Agreement with the Region VII Area Agency on Aging for fiscal year July 1, 2020 through June 30, 2021 for all of our SCSEP sites

**Motion By:**

**Seconded By:**

**Carried**

**Failed**



11. **CLERK'S REPORT (Limited to five minutes)**
12. **TREASURER'S REPORT (Limited to five minutes)**
13. **CHAIRPERSON REPORT (Limited to five minutes)**
14. **VICE CHAIRPERSON REPORT (Limited to five minutes)**
15. **COMMISSIONER REPORT (Limited to five minutes for each Commissioner)**
16. **STATE OF COUNTY BUDGET & DISTRIBUTION OF DRAFT FY 2021**
17. **PUBLIC COMMENT (Limited to three minutes per speaker)**
18. **UNFINISHED BUSINESS**
19. **NEW BUSINESS**
20. **ADJOURNMENT**



## **A. JUSTICE STANDING COMMITTEE**



**B. HEALTH AND HUMAN SERVICES  
STANDING COMMITTEE**



**D. FINANCE AND ADMINISTRATION  
STANDING COMMITTEE**



**MINUTES OF THE CLARE COUNTY  
BOARD OF COMMISSIONERS**

HA.

Harrison, Michigan 48625

Unapproved minutes  
June 17, 2020

Meeting was called to order at 9:00 a.m.

Pledge of Allegiance

**COMMISSIONERS PRESENT**

District 1 Dale Majewski, District 2 Samantha Pitchford, District 3 Leonard Strouse, District 4 Jack Kleinhardt, District 5 Mark Fitzpatrick, District 6 David Hoefling, and District 7 Jeff Haskell.

**COMMISSIONERS ABSENT**

No Commissioners Absent

**OTHERS PRESENT**

Mike Haley Hayes Township, Dave Lawrence Greenwood Township, Bill Hoefling Frost Township, and Mick Haley Harrison.

**APPROVAL OF AGENDA**

It was moved by Commissioner Majewski, seconded by Commissioner Hoefling, to approve the agenda. Chairperson Kleinhardt asked for discussion, hearing none **motion carried.**

**APPROVAL OF MINUTES**

It was moved by Commissioner Strouse, seconded by Commissioner Majewski to approve the Board of Commissioners Minutes for May 20, 2020. Chairperson Kleinhardt asked for discussion, hearing none **motion carried.**

**GENERAL PUBLIC COMMENT**

Administrator Byard read an unsigned letter that was left in her mailbox.

Clerk/Register of Deeds commented that in the past the Board of Commissioners has not allowed unsigned letters.

**COMMUNICATIONS LIST**

No discussion

**ADMINISTRATOR'S REPORT**

Reminded commissioners to ask constituents to complete the census. Administrator Byard gave a thank you to security and department heads for making the process of re-opening go smoothly. Budgets are in, but she has not had a chance to work on yet because she is working on several other things. Reminder there is a budget meeting scheduled for July 15, 2020. Several volunteers are working on the animal control millage and have raised money to have signs printed - thank you to all volunteers for all their work.

**COMMUNITY SERVICES DIRECTOR**

Community Services Director Lori Phelps announced that all of her offices are moving to their new location at the Harrison meal site (just down the road). She is in the process of spending CARES money Senior Services has received, which is close to \$100,000.00. and is in the process of writing a grant for Senior Services that is due next week.

**PUBLIC HEARINGS/SPECIAL PRESENTATIONS**

1. Michelle Ambrozaitis – Paperless tracking system  
It was moved by Commissioner Hoefling, seconded by Vice Chairperson Pitchford to allow the purchase of a paperless tracking system in the amount of approximately \$60,000.00 with \$37,000.00 to be paid from the BJA (Bureau of Justice Assistance) opioid grant and the remainder from the OWI (Operating While Intoxicated) Vehicle Forfeiture fund and the Crime Victim Rights grant (non-general fund money). Chairperson Kleinhardt asked for discussion, Commissioner Majewski requested to table the request until the Board figures out what they are doing with the budget. Prosecuting Attorney Ambrozaitis confirmed no general fund money would be used, and explained the change of scope with the opioid grant, which was approved by the BJA. She also explained the portion of the OWI funds that would be used. Prosecutor Ambrozaitis explained how the purchase will save the county general funds on technical service fees. **Motion carried**

**COMMITTEE REPORTS/CONSENT CALENDAR**

**A. Justice Committee**

1. COPS Grant  
It was moved by Commissioner Fitzpatrick, seconded by Commissioner Hoefling to allow the Sheriff's Department to accept the COPS Grant Award in the amount of \$237,563.00 for the next two fiscal years with the county to fund those positions once the two-year period has ended. Chairperson Kleinhardt asked for discussion, Community Services Director Lori Phelps explained that the Sheriff's Department was down 4 deputies at the time the grant was written. These deputy positions have previously been approved to be filled. There was a great deal of discussion regarding the budget and whether the county can afford to keep these two deputies employed after the grant expires. Director Phelps pointed out that for the next 2 years the county will get 2 deputies at no cost to the county, and save the county \$237,000.00, **motion carried.**
2. Homeland Security Grant Program  
It was moved by Commissioner Haskell, seconded by Commissioner Hoefling to approve the homeland security intergovernmental agreement between West Michigan Regional Medical Consortium and Clare County. Chairperson Kleinhardt asked for discussion, Commissioner Fitzpatrick asked for a brief description on what this is. Administrator Byard stated that the West Michigan Regional Medical Consortium is the fiduciary for the emergency management funds, **motion carried.**
3. Magistrate Request  
It was moved by Vice Chairperson Pitchford, seconded by Commissioner Fitzpatrick to increase the District Court Magistrate's wages by \$5,000.00 annually, on a temporary basis, to assist as the Court Administrator and Magistrate/Referee for Circuit/Probate Court with funds to be transferred from the Probate Court budget. Chairperson Kleinhardt asked for discussion, Part time Court Administrator Darrell A. Schlese explained this is a temporary solution, which could last a couple years until the right person for the job is found to fill the position. **motion carried.**

**B. Health and Human Services Committee**

1. Employees Servicing Medicaid Reimbursed Clients  
It was moved by Commissioner Majewski, seconded by Commissioner Strouse to approve Senior Services to follow Executive Order 2020 Medicaid Provider L-letter (L20-28) by increasing the hourly wage for the

**COMMITTEE REPORTS/CONSENT CALENDAR - continued**

**B. Health and Human Services Committee – continued**

employees servicing the Medicaid reimbursed clients by \$2.00 per hour during the COVID – 19 pandemic beginning April 1, 2020 through June 30, 2020 and authorize the back payment of those funds. Chairperson Kleinhardt asked for discussion, Commissioner Fitzpatrick asked if all of this money is being paid out of Senior Services. Director Phelps explained this is for the Medicaid waiver patients only, **motion carried.**

**2. Yearly Funding with Area Agency on Aging**

It was moved by Commissioner Strouse, seconded by Commissioner Majewski to allow Senior Services to apply for their yearly funding through the Area Agency on Aging. Chairperson Kleinhardt asked for discussion, hearing none **motion carried.**

**C. Physical Resources and Economic Development Committee**

**1. Equalization**

**a. Contract**

Equalization Director Pete Preston explained how the change in staff structure in Equalization has helped in cutting the budget. This change required a change to the contract.

It was moved by Commissioner Hoefling, seconded by Vice Chairperson Pitchford to approve the contract with Preston Community Services LLC for Equalization Services to begin on August 17, 2020 for a four-year period and allow the Chair to sign. Chairperson Kleinhardt asked for discussion, there was discussion that the savings would be over \$20,000.00. Dusty Merritt spoke on behalf of the UAW Union and the union does not agree with the elimination of a more senior employee by promoting a lesser senior employee. There was a great deal more discussion regarding the qualifications of the two individuals, roll call vote revealed:

Yeas: (7) being Commissioners Hoefling, Pitchford, Haskell, Majewski, Strouse, Fitzpatrick, and Kleinhardt.

Nays: (0)

Absent: (0)

**Motion carried.**

**b. Supervisor Position**

It was moved by Commissioner Fitzpatrick, seconded by Commissioner Strouse to move Tracy Brubaker from Unit 1, Non-Supervisory unit to Unit 2, Supervisory to the Deputy Equalization Director position. roll call vote revealed:

Yeas: (6) being Commissioners Fitzpatrick, Strouse, Majewski, Pitchford, Haskell, and Kleinhardt

Nays: (1) Commissioner Hoefling

Absent: (0)

**Motion carried.**

**c. L-4029**

It was moved by Commissioner Haskell, seconded by Commissioner Strouse to approve Notice of Certification of County Allocated Tax Levy, with the Board Chair and Clerk to sign the L-4029 and authorize the spread of tax rolls. Chairperson Kleinhardt asked for discussion, hearing none **motion carried.**

**COMMITTEE REPORTS/CONSENT CALENDAR - continued**

**D. Finance and Administration Committee**

**1. Statutory Finance Committee**

It was moved by Vice Chairperson Pitchford, seconded by Commissioner Majewski to approve Statutory Finance Committee meeting minutes of May 18, 2020 and June 1, 2020 in the amount of \$64,713.26 and \$36,108.62. Chairperson Kleinhardt asked for discussion, hearing none **motion carried.**

**2. Monthly Expenditures**

It was moved by Commissioner Majewski, seconded by Vice Chairperson Pitchford to approve the expenditures for the month of May 2020 in the amount of \$1,679,972.91 with the General Fund expenditures totaling \$925,842.88. Chairperson Kleinhardt asked for discussion, hearing none **motion carried.**

**3. Budget Adjustments**

It was moved by Commissioner Strouse, seconded by Vice Chairperson Pitchford to approve Budget Adjustments #20-87, 20-88, 20-89, 20-92, 20-93, 20-94, 20-97 and 20-98 in the amount of \$147,742.00, \$69,135.87, \$10,000.00, \$29,192.90, \$62,380.00, \$150,000.00, \$6,655.48 and \$65,536.26 to be distributed. Chairperson Kleinhardt asked for discussion, Commissioner Strouse asked for explanation on the newly added budget adjustments, **motion carried.**

**CLERK/REGISTER OF DEEDS REPORT**

Clerk/Register of Deeds Lori Martin reported that the ballots have been ordered and received for the August 2020 election. Her office will be testing and getting the ballots to the local clerks this week. Secretary of State is providing PPE for township/cities, but also encouraging them to purchase extra. I may be asking the Bureau of Elections for a grant on behalf of the county/township/cities for high speed tabulator, asking the board to authorize \$2,500.00 toward the purchase. The Board did not give an answer at this time.

**Recess at 10:08 a.m.**

**Back in session 10:18 a.m.**

**TREASURER'S REPORT**

Chairperson Kleinhardt asked Treasurer Jenny Beemer-Fritzingler if any revenues are down. Treasurer Beemer-Fritzingler responded that the Administrator has those adjustments, they do not go to the Treasurer until after the Board approves them. Administrator Byard confirmed that she goes through the budget each week and makes the necessary adjustments.

Commissioner Strouse asked the Treasurer where the county is sitting with MERS. Treasurer Beemer-Fritzingler replied that Administrator Byard gets the reports on MERS. Administrator Byard has not heard anything from MERS.

Treasurer Jenny Beemer-Fritzingler gave an update on the current position cash wise on all of the funds. She also pointed out that she highlighted the note on her report that the Michigan Association of County Treasurers panel of foreclosure attorneys are highly recommending not to transfer any foreclosure excess to the general fund due to the legal expenses for current and potential federal lawsuits, which may jeopardize prior years proceeds and risk of changes to legislation which governs the use of excess proceeds. Treasurer Beemer-Fritzingler then confirmed she gave the board this same information last year.

**PUBLIC HEARINGS/SPECIAL PRESENTATIONS – continued**

2. Honorable Judge Farrell – Employee retirement discussion.  
Judge Farrell asked for clarification on the retirement offers, specifically what is the exit date for retiring employees, would a department head be able to replace an employee if more than one employee from a department took advantage of the retirement plan, and what insurance plan are the retiring employees required to take and what happens if the cost increases or decreases after retirement.

Administrator Byard handed out a spreadsheet that shows the savings if a department was allowed to re-hire after an employee retires and takes the offer of the county continuing to pay the health insurance for 2 years.

Clerk/Register of Deeds Martin re-read the motion that was approved at the last meeting, which stated the employee must pay their own cost share, whatever that share is.

It was moved by Commissioner Majewski, seconded by Commissioner Strouse that the person that wants to take the early retirement gets, you know, the two years' benefits reflecting what the current benefits would be at the county, and given a 60-day window once you commit to the early retirement you have a 60-day window for your benefits from MERS to start. Chairperson Kleinhardt asked for discussion, Commissioner Fitzpatrick confirmed that if the cost share increases that is what the employee pays, and if the plan decreases that is what the retired employee gets, **motion carried.**

Judge Farrell asked for the Board's thoughts on replacing a second employee from one department if two people take advantage of the early retirement offer.

Commissioner Haskell asked what the cost savings would be if one employee retired and what if two employees retire and one employee is replaced. Administrator Byard confirmed that if one employee retired the savings would be roughly \$84,000.00 for two years for an employee to retire from courts. There was no change in the decision

Commissioner Haskell left the meeting at 11:23 a.m.  
Commissioner Haskell returned to the meeting at 11:24 a.m.

**CHAIRPERSON'S REPORT**

Chairperson Jack Kleinhardt reported that, since the letters to the editor after the last board meeting, his phone lit up like a Christmas tree. Chairperson Kleinhardt then stated that one of the things he got chewed out for was that he said he wasn't going to be around and you guys would have to figure it out. He believes they need to look at the budget and turn over every stone.

**VICE CHAIRPERSON'S REPORT**

Vice Chairperson Samantha Pitchford reported that the new budget won't be fun and they have been kicking the can down the road for years. Vice Chairperson Pitchford hopes that this year will be different.

**COMMISSIONER'S REPORT**

Commissioner Majewski has been attending the meetings he can. Commissioner Majewski would like a resolution from the board on House Bill 4029 to allow concealed carry without a permit in the state for citizens.

**COMMISSIONER'S REPORT - continued**

It was moved by Commissioner Majewski, seconded by Commissioner Fitzpatrick to send a letter of support for House Bill 4029. Chairperson Kleinhardt asked for discussion, Clerk Martin reminded the Board if CPL's ended that would also end revenue coming into the county in which she uses to help fund a partial employee, Commissioner Fitzpatrick indicated he will talk more about the CPL fund later in the meeting, **motion carried.**

Commissioner Majewski questioned the Undersheriff about noise complaints and gunshots and the Sheriff's Department's response to the complaints.

Commissioner Fitzpatrick left the meeting at 11:31 a.m.  
Commissioner Fitzpatrick returned to the meeting at 11:32 a.m.

Commissioner Strouse stated that Mr. Fitzpatrick, Mr. Kleinhardt, and Mr. Majewski were mentioned in the letter to the editor and thanked the men for their job and stated they do a good job looking out for their county.

Commissioner Hoefling has been able to get back to some of his meetings, and believes the county needs to go back to two meetings – one workshop and one meeting and highly recommends those workshop meeting begin again in July. Hayes Township suggested to him the Board look into the financially distressed municipality grant, and look into some webinars on COVID financing that MSU puts on.

Commissioner Haskell said most of his calls have been about gypsy moth and questioned when that would be put on the ballot.

Commissioner Fitzpatrick wants some kind of a database set up for motions that pertain to policy and procedure. It's more difficult than it should be to find motions. He would also like to see the audio recording available to the public. Commissioner Fitzpatrick then went on to discuss the use of the CPL Fund and the Clerk/Register of Deeds county issued cell phone.

**PUBLIC COMMENT**

Mick Halcy spoke regarding his letter to the editor after the last meeting, commented on the need for the board to do research on agenda items prior to meetings, asked for meetings in the evening when more constituents could attend, and would like more efficiency.

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

Undersheriff Miedzianowski asked if the Board wanted his deputies to continue the screening at the door. It was the consensus to keep security handling the screening.

Stacy Stocking, through Administrator Byard, asked if Board of Commissioners would allow a drive in concert that is displayed on a screen on county grounds with no cost to the county. Commissioner Majewski asked the administrator to check with the insurance company to make sure their liability insurance would cover if anyone was hurt on the property. It was the consensus of the board that if the county's liability insurance would cover it they would allow it.

June 17, 2020

Commissioner Strouse asked Administrator Byard if the commissioners gave up their per diem pay. Administrator Byard confirmed there is still per diem available to the commissioners. Chairperson Kleinhardt confirmed that any commissioner that wants to take the per diem, they are entitled to it.

Meeting Adjourned at 12:08 p.m.

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Lori Martin, Clerk  
Clare County Board of Commissioners

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Jack Kleinhardt, Chairperson  
Clare County Board of Commissioners



6.

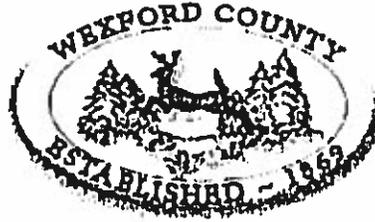
**CLARE COUNTY BOARD OF  
COMMISSIONERS  
COMMUNICATIONS LIST  
July 15, 2020**

1. A letter from Wexford County written notice that they are withdrawing from the West Michigan Forensic Pathology Services Authority.
2. A memo from the Saginaw Bay Resource Conservation and Development Area announcing their agreement to dissolve the organization effective January 7, 2020.
3. A letter from the City of Clare as notice that the City of Clare's Local Development Finance Authority has scheduled their first of two semi-annual informational meetings for the year 2020. The public meeting is scheduled for July 17, 202 at 9:00 a.m. at the Pere Marquette District Library.
4. A letter from the City of Clare as notice that the City of Clare's Downtown Development Authority has scheduled their first of two semi-annual informational meetings for the year 2020. The public meeting is scheduled for July 17, 2020 at 8:00 a.m. at the Pere Marquette District Library.
5. A Resolution from Tuscola County to in support of Line 5, supporting Enbridge's proposed tunnel replacement project and urging the State of Michigan to work with Enbridge to complete the tunnel project as quickly as possible and disrupt Lin 5 service before the tunnel can be completed.
6. A proposal narrative from Region VII pertaining to legal services of Easter Michigan.
7. A Resolution from Arenac County to in support of Line 5, supporting Enbridge's proposed tunnel replacement project and urging the State of Michigan to work with Enbridge to complete the tunnel project as quickly as possible and disrupt Lin 5 service before the tunnel can be completed.
8. A Resolution from the Menominee County Board of Commissioners supporting the 2020 Upper Peninsula State Fair asking Governor Whitmer to make any changes necessary to existing Executive Orders or to provide any other guidance necessary that allows the 2020 Upper Peninsula State Fair to take place as planned.



**ALAINA M. NYMAN  
WEXFORD COUNTY CLERK**

437 E. Division Street  
Cadillac, Michigan 49601  
Telephone: (231) 779-9450  
Fax: (231) 779-0447



10

April 20, 2020

**Vin Certified Mail**

Lori Martin  
Clare County Clerk  
P.O. Box 438  
Harrison, MI 48625

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**RE: West Michigan Forensic Pathology Services Authority**

Clerk Martin,

Pursuant to Section 9.04 of the above referenced agreement, this correspondence is notice that the Wexford County Board of Commissioners voted unanimously on April 14<sup>th</sup>, 2020 to withdraw from the West Michigan Forensic Pathology Services Authority.

Sincerely,

A handwritten signature in cursive script that reads "Alaina M. Nyman".

Alaina M Nyman  
Wexford County Clerk

2.

**Saginaw Bay Resource Conservation and Development Area  
Box 747  
Standish, Michigan 48658-0747**

January 7, 2020  
989 846 9053

To Respective County Soil Districts and County Board of Commissioners:

Re: Dissolution of Saginaw Bay RC & D Area, Inc.

At the December Meeting of the Board of Directors of Saginaw Bay RC & D Area, it was agreed to dissolve this organization effective that date. The physical assets were given to the Arenac County Soil District, which mainly consisted of a few smaller items, including old office equipment that has outlived its life. Certain Spray Equipment used in Phragmites Control was also given to them. Tax Records will be stored for now, and eventually destroyed after required period of maintenance. Residual funds were transferred to unfinished grant work, to the respective Soil Districts involved, being Gladwin and Arenac. Reports on all projects have been filed and there are NO outstanding encumbered projects or receivables.

Since this original organization was set up with Conservation Districts and Counties as the organizing partners in the early 1990's, I feel that this letter is necessary. There are people too numerous to mention who dedicated years to conservation efforts in their home communities and organizations with which we partnered which made many things happen throughout in involved communities and beyond ourselves. We certainly had a great run and should thank Jim Hergott for his dedication over the decades for his leadership and hard work and we have many accomplishments of which to be proud of. They include some of the first No Till Drills the Conservation Districts received, Abandoned Well Closures of both Oil and Water Wells, Carbon Sequestering Projects, and many others related to riverine and streambank protection and encouraging the formation of many volunteer groups who have accomplished great projects (Camp Fish Tales, Octagon Barn, Recycling efforts, Nutrient Runoff reductions, Vegetative Filter Strips and Minimum Tillage, Streambank stabilizations, to name a few items). Some of these are now accepted common practices in agriculture not only here but throughout the country.

So, with a short note, we say good-bye.

Sincerely)



Ricky R. Hockwell, Volunteer & Secretary Treasurer



**CITY HALL**

Ph 989.386.7541  
Fx 989.386.4508  
[www.cityofclare.org](http://www.cityofclare.org)  
Manager x102  
Assessor x103  
Clerk x106  
Treasurer x107

June 29, 2020

Lori Martin, Clare County Clerk  
& Clare County Board of Commissioners  
P.O. Box 438  
225 W. Main St., Harrison, MI 48625

**DEPARTMENT OF  
PUBLIC WORKS**

Ph 989.386.2182 or  
989.386.7541 x202  
Fx 989.386.4508

Re: Semi-annual LDFA informational meeting date set.

Dear Ms. Martin & County Board of Commissioners:

**UTILITY BILLING**

Ph 989.386.7541 x201

Please accept this letter as notice that the City of Clare's Local Development Finance Authority has scheduled their first of two semi-annual informational meetings for the year 2020, in accordance with PA57 of 2018 requirements.

**W/WWT PLANT**

Ph 989.386.2321  
Fx 989.386.2387

The Clare Local Development Finance Authority will hold their public informational meeting on Friday, July 17th, 2020 at 9:00 a.m., at the Pere Marquette District Library, 185 E. Fourth St., Clare, Michigan.

**POLICE DEPT.  
NON-EMERGENCY**

Ph 989.386.2121  
Fx 989.386.0440

If you have questions or comment related to this meeting, please contact the City Treasurer at 989-386-7541 ext. 107 or via email at [skingsbury@cityofclare.org](mailto:skingsbury@cityofclare.org)

**FIRE DEPT.  
NON-EMERGENCY**

Ph 989.386.2151  
Fx 989.386.3020

Sincerely,

Diane Lyon  
Clare City Clerk

**PARKS &  
RECREATION**

Ph 989.386.7541 x213  
Fx 989.386.4508

**AIRPORT**

Ph 989.386.0445  
Fx 989.386.4508



# CITY OF CLARE

202 West Fifth Street | Clare, Michigan 48617-1490  
Office 989.386.7541 | Fax 989.386.4508  
[www.cityofclare.org](http://www.cityofclare.org)

## CITY HALL

Ph 989.386.7541  
Fx 989.386.4508  
[www.cityofclare.org](http://www.cityofclare.org)  
Manager x102  
Assessor x103  
Clerk x106  
Treasurer x107

## DEPARTMENT OF PUBLIC WORKS

Ph 989.386.2182 or  
989.386.7541 x202  
Fx 989.386.4508

## UTILITY BILLING

Ph 989.386.7541 x201

## W/WWT PLANT

Ph 989.386.2321  
Fx 989.386.2387

## POLICE DEPT. NON-EMERGENCY

Ph 989.386.2121  
Fx 989.386.0440

## FIRE DEPT. NON-EMERGENCY

Ph 989.386.2151  
Fx 989.386.3020

## PARKS & RECREATION

Ph 989.386.7541 x213  
Fx 989.386.4508

## AIRPORT

Ph 989.386.0445  
Fx 989.386.4508

## *Notice of Clare Local Development Finance Authority Bi-Annual Informational Meeting*

In accordance with the provisions of the Michigan Recodified Tax Increment Financing Act, 2018 Public Act 57, the Clare Local Development Finance Authority will hold a public informational meeting on Friday, July 17, 2020 @ 9am @ Pere Marquette District Library, 185 E. Fourth St., Clare, MI.



*The City of Clare is an equal opportunity employer and provider.*





# CITY OF CLARE

202 West Fifth Street | Clare, Michigan 48617-1490  
Office 989.386.7541 | Fax 989.386.4508  
[www.cityofclare.org](http://www.cityofclare.org)

4.

## CITY HALL

Ph 989.386.7541  
Fx 989.386.4508  
[www.cityofclare.org](http://www.cityofclare.org)  
Manager x102  
Assessor x103  
Clerk x106  
Treasurer x107

June 26, 2020

Lori Martin, Clare County Clerk  
& Clare County Board of Commissioners  
P.O. Box 438  
225 W. Main St., Harrison, MI 48625

## DEPARTMENT OF PUBLIC WORKS

Ph 989.386.2182 or  
989.386.7541 x202  
Fx 989.386.4508

Re: Semi-annual DDA informational meeting date set.

Dear Ms. Martin & County Board of Commissioners:

## UTILITY BILLING

Ph 989.386.7541 x201

Please accept this letter as notice that the City of Clare's Downtown Development Authority has scheduled their first of two semi-annual informational meetings for the year 2020, in accordance with PA57 of 2018 requirements.

## W/WWT PLANT

Ph 989.386.2321  
Fx 989.386.2387

The Clare Downtown Development Authority will hold their public informational meeting on Friday, July 17th, 2020 at 8:00 a.m., at the Pere Marquette District Library, 185 E. Fourth St., Clare, Michigan.

## POLICE DEPT.

### NON-EMERGENCY

Ph 989.386.2121  
Fx 989.386.0440

If you have questions or comment related to this meeting, please contact the City Treasurer at 989-386-7541 ext. 107 or via email at [skingsbury@cityofclare.org](mailto:skingsbury@cityofclare.org)

## FIRE DEPT.

### NON-EMERGENCY

Ph 989.386.2151  
Fx 989.386.3020

Sincerely,

Diane Lyon  
Clare City Clerk

## PARKS & RECREATION

Ph 989.386.7541 x213  
Fx 989.386.4508

## AIRPORT

Ph 989.386.0445  
Fx 989.386.4508



# TUSCOLA COUNTY BOARD OF COMMISSIONERS

5.

125 W. Lincoln Street  
Suite 500  
Caro, MI 48723

Telephone: 989-672-3700  
Fax: 989-672-4011

## TUSCOLA COUNTY RESOLUTION 2020-05

### RESOLUTION IN SUPPORT OF LINE 5

**WHEREAS**, Enbridge's Line 5 has been operating safely and reliably in Michigan for more than 65 years; and

**WHEREAS**, Enbridge's Line 5, a light crude and natural gas liquids pipeline, helps to safely meet Michigan's energy needs by fulfilling more than half of the propane needs of the state; and

**WHEREAS**, the products delivered to regional refineries provide jobs and ultimately fuel our lives; and

**WHEREAS**, multiple and extensive inspections and safety tests over the last several years have confirmed the integrity of Line 5 at the Straits of Mackinac as fit for service; and

**WHEREAS**, Enbridge has proposed to invest \$500 million to make a safe pipeline safer by placing a tunnel with one-foot-thick concrete walls 100 feet underground and make the chances of a leak into the Straits virtually zero; and

**WHEREAS**, consequences to energy supply, local producers, regional airports and refineries, jobs, local economies and the pocketbook of Michiganders across the U.P. and the state are too great for Line 5 to be shut down before the tunnel replacement can be completed; and

**WHEREAS**, Enbridge has demonstrated a willingness to work with the state to both protect the Great Lakes and ensure the continued safe delivery of energy we all rely on.

**NOW, THEREFORE, BE IT RESOLVED** that the Tuscola County Board of Commissioners extends its support for Enbridge's proposed tunnel replacement project and urges the State of Michigan to work with Enbridge to complete the tunnel project as quickly as possible and not disrupt Line 5 service before the tunnel can be completed.

Motion by Commissioner Young, seconded by Commissioner Grimshaw to adopt Resolution 2020-05. A roll call vote was taken. Motion carried with:

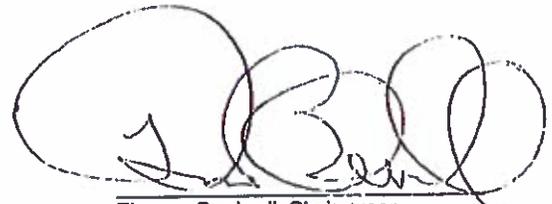
Yeas: Grimshaw, Young, Vaughan, Jensen, Bardwell

Nays: None

Absent: None

**RESOLUTION DECLARED ADOPTED.**

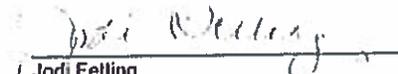
Date June 25, 2020



Thomas Bardwell, Chairperson  
Tuscola County Board of Commissioners

I, Jodi Felling, Tuscola County Clerk, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Tuscola County Board of Commissioners at its meeting on June 25, 2020.

Date June 25, 2020



Jodi Felling  
Tuscola County Clerk

## LEGAL SERVICES OF EASTERN MICHIGAN VAAA REGION VII PROPOSAL NARRATIVE

**NOTE:** Since LSEM will be assuming the Legal Services and Elder Abuse Prevention provider role currently being handled by LLA, we have been in contact with them, have their full support and will be collaborating to ensure a smooth and seamless transition of facilities, staff and information so as to continue to provide an high quality standard of service for the region and the residents in need of assistance.

### **Background**

Legal Services of Eastern Michigan [LSEM] has 20 years of experience, successful outcomes in projects similar to Region VII VAAA, and 68 years of legal advocacy work. LSEM is a non-profit 501(c) (3) offering free civil legal assistance to low-income people.

### **Mission**

LSEM's mission is to use legal skills to address the causes and effects of poverty with special emphasis on the issues affecting the survival needs of low-income people. This is done both proactively, by engaging in education and impact work that provides systemic change and reactively, by addressing individual legal needs.

### **Organizational Experience**

LSEM established its ability to successfully serve the various proposes to capitalize on the experience and successes of prior VAAA projects to continue to best serve these target groups.

LSEM provides education and outreach services to a wide range of audiences. LSEM has provided senior services to Genesee, Lapeer, and Shiawassee Counties for over 30 years. The Valley Area Agency on Aging and Genesee County Senior Millage are other organizations with which we work to increase the reach to those targeted audiences. LSEM senior services include education on elder abuse, abuse indicators, neglect and exploitation, law enforcement roles, adult protective services investigations, and reporting channels. LSEM also maintains a close working relationship with the Michigan Department of Health and Human Services Adult Protective Service Programs to better assist with referrals should they be needed.

LSEM employs PIKA, its case management software [CMS], to manage, operate, and maintain the activities, performance requirements, and timetables for staff who have responsibilities under various funding sources. PIKA has been LSEM's case management software for nearly two (2) decades. It is one of the three gold-standard CMS packages for legal services organizations nationwide; and it is currently in use by all other Michigan organizations funded by Legal Services Corporation. Staff record time in 6-minute increments. PIKA requires that each time block be assigned a task (E.G., outreach, casework, phone calls, etc.), and that each entry be assigned a funding code. These required entries are how staff clearly delineate their time between activities and funding sources.

LSEM uses PIKA (case management system) and secondary spreadsheets to measure impacts and outcomes. Impacts, at a minimum, include the number of outreach or education events, audience members reached, and cases generated or referred to other service organizations. Outcomes may include, but are not limited to, outreach materials delivered, education delivered, case referred, direct advocacy and/or litigation representation.

### **Staff Experience**

The staff at LSEM brings a wide depth and breadth of legal expertise to the service it provides to the communities it serves. Between the Executive Director, who is also a licensed attorney, and the Directing Attorney alone there is over 60 years of experience helping those in need of civil legal services. Staff at all levels throughout the organization bring a passion for helping those most often unable to afford effective legal counsel

### **Targeted Service Area**

LSEM's client base has always been those most vulnerable to discriminatory practices because of imbalances in socioeconomic factors. LSEM has delivered free civil legal assistance to persons living in poverty since 1951. Its target population is those living at 125% of poverty or below, but the financial eligibility threshold is flexed for certain services and age categories based on grant-driven guidelines.

LSEM serves nearly 8,000 low-income and senior clients annually across the fourteen (14) county service area and strives to provide a holistic approach to clients, frequently providing referrals for health and welfare services ([www.lsem-mi.org](http://www.lsem-mi.org)). Legal advocacy typically focuses on poverty law and prioritizes client matters that predominantly affect low-income people, including family law, public benefits, fair housing, landlord-tenant concerns, consumer issues, individual rights, education, and employment.

LSEM's most recent Needs Assessment (2018) identifies Veterans, Victims of Domestic Violence, Elderly, and those residents with Limited English Proficiency [LEP] as potentially vulnerable populations without adequate knowledge of how to maneuver through the legal system and what rights they are afforded as citizens and members of protected classes. Data from American Community Survey, Michigan State Police, and the US Census Bureau confirm that these populations are strong in LSEM's 14 county region (87,537 veterans, 321,244 seniors (>60), and 13,020 LEP individuals).

Outreach efforts will enlist the use of existing presentation and outreach materials but allows for updates and expansion. This means that extensive resources are not required to create materials from scratch. Rather, resources are efficiently allocated to allow for necessary updates and changes to respond to changes in law, changes to process or the needs identified by the target audiences. For example, recent changes in rules or regulations are added and emphasized, and trending topics are added or removed if no longer relevant.

As LSEM evaluates how best to service the residents of Region VII, approaches will be evaluated and modified if intake numbers are not aligning with what are anticipated. General outreach for all in in the area will be done as well as targeted approaches to reach those groups listed below who are often underserved.

<b>People with the greatest economic need</b>	
<i>Target Strategy</i>	Outreach will be done to economically focused service organizations, to provide education on our services so this may be shared with their staff and clients.
<i>Service Provision Plan</i>	Service will be provided via phone, in person at office and remote locations and through mediums that are appropriate given the individual client's particular situation.
<i>Meeting the Need</i>	The need will be met when clients are able to connect effectively in accessible ways to obtain advice on the legal issues they are facing and an actionable plan for seeking remedy is created and shared with the client.

<b>People with low-income, elderly, minority</b>	
<i>Target Strategy</i>	Outreach will be done to community service organization whose primary audience include the elderly, minority and low-income clients. We will provide education on our services so this may be shared with staff, other community service partners and clients.
<i>Service Provision Plan</i>	Service will be provided via phone, in person at office and remote locations and through mediums that are appropriate given the individual client's particular situation.
<i>Meeting the Need</i>	The need will be met when clients are able to connect effectively in accessible ways to obtain advice on the legal issues they are facing and an actionable plan for seeking remedy is created and shared with the client.

<b>People unable to perform activities of daily living</b>	
<i>Target Strategy</i>	Outreach will be done to organizations whose primary audience are those providing support and services for those unable to perform daily living activities, to provide education on our services so this may be shared with clients, caregivers and family members.
<i>Service Provision Plan</i>	Service will be provided via phone and remote locations and through mediums that are appropriate given the individual client's particular situation.
<i>Meeting the Need</i>	The need will be met when clients are able to connect effectively in accessible ways to obtain advice on the legal issues they are facing and an actionable plan for seeking remedy is created and shared with the client.

### People with cognitive impairments

<i>Target Strategy</i>	Outreach will be done to organizations whose primary audience are those with cognitive impairments, to provide education on our services so this may be shared with service providers, caregivers and family members.
<i>Service Provision Plan</i>	Service will be provided via phone, in person at office and remote locations and through mediums that are appropriate given the individual client's particular situation.
<i>Meeting the Need</i>	The need will be met when clients are able to connect effectively in accessible ways to obtain advice on the legal issues they are facing and an actionable plan for seeking remedy is created and shared with the client.

Outreach will be done via electronic and physical material distribution of information. Information will be available in multiple languages. CALL has the staff that can translate into Arabic, Spanish and Chaldean. Service is available for those who are deaf or hard of hearing.

Locations for client meetings include: in offices (Caro and Saginaw), senior centers, long term care facilities, in their homes or other places in which the client is most at ease and can access without great inconvenience.

Prioritizing clients based upon their ability to address their legal needs will be done in the following manner: All clients will be evaluated upon their initial intake to determine their personal resources and any barriers that may impact the client's ability to respond to the issues he/she faces. Clients that present with the following will be prioritized for assistance as possible:

- i. Physical frailty or disabilities that create a barrier to accessing services or systems. Clients recently released from hospital, prison, or other similar situation may be assumed to have, at least temporarily, a barrier to accessing services and this situation shall be considered when the client's needs are assessed.
- ii. Homebound, institutionalized or otherwise physically isolated;
- iii. Extreme lack of available financial, housing or other supportive resources;
- iv. History of domestic violence, sexual assault, or elder abuse;
- v. Limited English proficiency, education or other communication barriers.

When clients present through referrals, the method for determining LSEM's ability to provide service and address their legal needs will be as indicated below:

- a. Clients referred from a partner agency (i.e.: Domestic violence shelter; Homeless shelter; Adult Protective Services; etc.) by a direct referral of the client after the partner agency has determined the client has a legal need, shall be interviewed and assessed for further service as soon as possible after the referral is made
- b. Clients referred from our community stakeholders (i.e.: direct funders such as Area Agency on Aging; United Way; Bar Associations or Bar Foundations, etc.) by a direct referral of the client after the stakeholder has determined the client has a legal need shall be interviewed and assessed for further service as soon as possible after the referral is made.

Based on the previous provider's past service levels, LSEM will seek to maintain the number of clients served during this transition year.

Service	Clients	Units	GEN	LIM	ADL	CI
Legal Assistance	1,200	2,194	692	101	195	2
Elder Abuse Prevention	285	965	110	36	5	1

Agency: Legal Services of Eastern Michigan Budget Period: 10/1/2020 to 9/30/2021

PLANNED EXPENDITURES	SERVICE CATEGORIES								
	1	2	3	4	5	6	7	8	9
Program Name	Legal Services	Elder Abuse						TOTAL	Admin
Salaries	43,993.71	9,634.88						53,628.59	13,200
Fringe Benefits	8,561.80	1,879.42						10,441.22	4,742
Personal Svc. Contracts	33,259.20	7,900.80						40,560.00	
Travel/Conferences	3,567.00	783.00						4,350.00	
Supplies	1,241.28	272.52						1,514.00	
Equipment									
Occupancy	4,910.99	1,076.02						5,989.00	
Communications	1,997.89	366.12						2,034.00	
Other									
<b>TOTAL</b>	<b>97,102.05</b>	<b>21,314.76</b>						<b>118,416.81</b>	<b>17,642</b>
Program Income (minus)									
<b>NET COSTS</b>	<b>97,102.05</b>	<b>21,314.76</b>						<b>118,416.81</b>	<b>17,642</b>
<b>FUNDING SOURCES</b>									
Area Agency Funds (90%)	56,000	12,165						68,165	
10% Local Match	6,222	1,387						7,609	
Local Match (10%)	6,222	1,387						7,609	
Cash	6,222	1,387						7,609	
In-Kind									
Other Resources	34,880	7,443						42,323	
<b>TOTAL FUNDS</b>	<b>97,102</b>	<b>21,315</b>						<b>118,417</b>	<b>17,642</b>

Adm %  
14.90%

Diff between Net Costs & Total Funds

CERTIFICATION: Julia A. Myer DATE 6/29/2020  
SIGNATURE OF AGENCY DIRECTOR









7.

Page 3: Minutes of the Arenac County Board of Commissioners' Meeting of June 23, 2020:

Enbridge Resolution Continued:

WHEREAS, Consequences to energy supply, local producers, regional airports and refineries, jobs, local economies and the pocketbook of Michiganders across the entire state are too great for Line 5 to be shut down before the tunnel replacement can be completed.

WHEREAS, Issues have been raised by several concerned parties regarding the possibility and impact of a breach in Line 5 into the Straits of Mackinac. These concerns have resulted in the State of Michigan and Enbridge negotiating an "agreement" for a 5-year \$500 million project, to construct a tunnel 100 feet below bedrock to encase Line 5, the entire length of the Straits, in one-foot-thick concrete walls in order to mitigate chances of any leaks of product into the Great Lakes.

Whereas, the recently elected Michigan Attorney General, Dana Nessel has subsequently opposed the negotiated "agreement" and filed a law-suit in Ingham County Circuit Court to close down Line 5 immediately effectively cancelling all efforts to begin construction of the tunnel; and

WHEREAS, this action may very well provide unintended consequences for all parties as the litigation to close down Line 5 may take years to be resolved in the courts with no assurance of the outcome; and

WHEREAS, the time to resolve the litigation may simply result in the delay of the start of the construction of the tunnel thereby leaving the existing Line 5 in place unnecessarily for several additional years.

WHEREAS, Enbridge has demonstrated a willingness to work with the state to both protect the Great Lakes and ensure the continued safe delivery of energy we all rely on.

NOW, THEREFORE BE IT RESOLVED that the Arenac County Board of Commissioners hereby joins with other Michigan Counties in extending its support for Enbridge's proposed tunnel replacement project and urges the State of Michigan to work with Enbridge to complete the tunnel project as quickly as possible and not disrupt Line 5 service before the tunnel can be completed.

AND BE IT FURTHER RESOLVED that Arenac County sends this resolution to all counties of Michigan as an invitation to join in expressing support for increasing the safety of our current energy infrastructure as our society simultaneously seeks energy efficiencies and energy alternatives that will continue to reduce negative impacts and risks to our environment.

Roll Call Vote: Yes: Salgat, Burke, Mrozinski, & Woolhiser. No: None. Absent: Kroczaleski.

Resolution carried by a four (4) yes to zero (0) no and one (1) absent vote. Chair directed that the County Clerk distribute as directed.



STATE OF MICHIGAN) I, RICKY R. ROCKWELL, CLERK OF THE COUNTY OF ARENAC,  
)SS STATE OF MICHIGAN, AND CLERK OF THE CIRCUIT COURT, IN  
COUNTY OF ARENAC ) AND FOR SAID COUNTY AND STATE, THE SAME BEING A COURT  
OF RECORD, HAVING A SEAL; DO HEREBY CERTIFY THAT I HAVE  
COMPARED THE FOREGOING TRANSCRIPT OF THE RECORD NOW ON FILE AND REMAINING IN MY  
OFFICE, THAT I HAVE FOUND THE SAME TO BE A TRUE AND CORRECT TRANSCRIPT OF SUCH  
RECORD AND THE WHOLE THEREOF.

IN TESTIMONY WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED THE SEAL OF THE  
CIRCUIT COURT ABOVE MENTIONED, THIS DAY OF IN THE  
CITY OF STANDISH, ARENAC COUNTY, MICHIGAN.

*[Handwritten Signature]*  
RICKY R. ROCKWELL, ARENAC COUNTY CLERK

**Enbridge Resolution Continued:**

WHEREAS, Consequences to energy supply, local producers, regional airports and refineries, jobs, local economies and the pocketbook of Michiganders across the entire state are too great for Line 5 to be shut down before the tunnel replacement can be completed.

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AND BE IT FURTHER RESOLVED that Arenac County sends this resolution to all counties of Michigan as an invitation to join in expressing support for increasing the safety of our current energy infrastructure as our society simultaneously seeks energy efficiencies and energy alternatives that will continue to reduce negative impacts and risks to our environment.

Roll Call Vote: Yes: Salgat, Burke, Mrozinski, & Woolhiser. No: None. Absent: Kroczaleski.

Resolution carried by a four (4) yes to zero (0) no and one (1) absent vote. Chair directed that the County Clerk distribute as directed.

**Motion 8: Authorization of Budget Line Item Transfer:**

Moved by Ms. Burke & 2<sup>nd</sup> by Ms. Salgat to authorize the Budget & Finance Committee to prepare a Budget Adjustment of up to \$7,000 to the Building Department Budget to pay for required National Flood Insurance Program required inspections of about 40 homeowners affected properties by the May 18-19, 2020 Flood. Motion carried.

Committee will prepare a proposed Budget Adjustment and transfer of funds into the Arenac County Building Department Budget Inspection Line Item from an appropriation adjustment.

8.

*"Menominee County – Where the Best of Michigan Begins"*

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse  
839 10<sup>th</sup> Avenue  
Menominee, MI 49858  
www.menomineecounty.com*

*Jason Carviou – County Administrator  
Sherry DuPont – Administrative Assistant  
Telephone: (906) 863-7779 or 863-9648  
Fax: (906) 863-8839*

### **RESOLUTION – 2020-21**

#### *Resolution in Support of the 2020 Upper Peninsula State Fair*

**WHEREAS**, the Upper Peninsula State Fair has provided a place for folks from across the nation to experience and celebrate the unique culture and heritage of Michigan's Upper Peninsula since 1928; and

**WHEREAS**, fairgoers to the Upper Peninsula State Fair positively impact the regional economy by spending more than \$5 million annually at area hotels, restaurants, retail stores, and small businesses; and

**WHEREAS**, in response to the COVID-19 Pandemic, the Upper Peninsula State Fair Authority has created a risk mitigation plan to reduce the spread of COVID-19 and to ensure the health & safety of fairgoers to the 2020 Upper Peninsula State Fair; and

**WHEREAS**, the Menominee County Board of Commissioners supports the Upper Peninsula State Fair Authority's desire to host the Upper Peninsula State Fair this August 17 – 23, 2020.

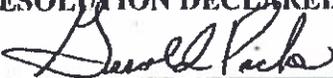
**NOW THEREFORE, IT IS RESOLVED** that the Menominee County Board of Commissioners asks Governor Whitmer to approve the risk mitigation plan presented by the Upper Peninsula State Fair Authority; and

**BE IT FURTHER RESOLVED** that the Menominee County Board of Commissioners asks Governor Whitmer to make any changes necessary to existing Executive Orders or to provide any other guidance necessary that allows the 2020 Upper Peninsula State Fair to take place as planned; and

**BE IT FURTHER RESOLVED** that a copy of Resolution 2020-21 be sent to Governor Gretchen Whitmer, Senator Ed McBroom, Representative Beau LaFave, Representative Sara Cambensy, Representative Gregory Markkanen, Representative Lee Chatfield, the Upper Peninsula State Fair Authority, and to every County Clerk in the State of Michigan.

Roll call vote: AYES: 9 NAYS: 0

**RESOLUTION DECLARED ADOPTED.**

  
\_\_\_\_\_  
Gerald Piche, Chairman

6/23/2020  
Date

STATE OF MICHIGAN            )  
  ) ss.  
COUNTY OF MENOMINEE        )

I hereby certify that the foregoing is a true and complete copy of **Resolution 2020-21** adopted by the County Board of Commissioners at a special meeting held on **June 23, 2020**, and I further certify that the public notice of such meeting was given as provided by law.

  
\_\_\_\_\_  
Marc Kleiman, Menominee County Clerk

9:15

# Clare County



## 2019 Annual Report

Office of the Medical Examiner

Last Revised: July 8, 2020

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# Message to the Board of Commissioners and Citizens of Clare County

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The Clare County Medical Examiner's Office investigates sudden, violent, unexpected, and suspicious deaths that occur in Clare County. The Office of the Medical Examiner certifies death after investigation and postmortem examination and issues the death certificate as required by law. Complete findings of the death investigation are distributed to families and law enforcement agencies as appropriate.

The main duties of the Office of the Medical Examiner are to determine the cause and manner of death, and certify deaths that are reported to the medical examiner. The cause of death is the disease process or injury that resulted in death. There are thousands of diseases and injuries that may result in death. The manner of death is a classification in which a determination is made regarding whether the death resulted from natural causes, homicide, suicide, or an accident. On occasion, the manner of death is classified as indeterminate.

The collaboration between the Medical Examiner's Office, Law Enforcement, and Prosecutor's Office has grown extremely strong. Information collected during the investigation helps clarify the circumstances, such as the sequence of events prior to death. Immediate coordination and communication of offices during an investigation helps lead to the arrest and successful conviction of a suspects in homicide cases. Because deaths occur around the clock, medical examiner staff members are available 24 hours a day, 365 days per year.

With the skill and experience of the medical examiner investigators and board-certified forensic pathologists, we believe the quality of death investigations in Clare County are among the best in the State. Continual training of the medical examiner investigators ensures quality comprehensive case work.

Our staff and investigators also extend their duties to the living by answering questions and addressing concerns regarding deaths within the county. Medical examiner investigators frequently make personal contact with family members of a deceased and assist them by providing appropriate answers regarding the circumstances of the death. Our 25 years of Medical Examiner Experience has provided us with the knowledge of efficiently executing national standards of death scene investigation with consideration of the needs of rural northern Michigan.

The pandemic provided us the opportunity to really practice our mass fatality readiness and collaboration of each of the county emergency managers. Preparing verbally and on paper is one thing but having to make the serious preparedness practices was another. We are pleased to report that our system is more solid than ever before.

We extend our sincere gratitude to the Clare County Board of Commissioners for their support of the medical examiner program and the services we provide to the citizens of the Clare County.

## **Medical Examiner Staff**

---

Dr. Paul Wagner  
Chief Medical Examiner

David G. Turner D-ABMDI  
Chief Investigator

Lisa Kaspriak  
ME Administrator

Sally Momany, D-ABMDI  
Medical Examiner Investigator

Stephen Conroy  
Medical Examiner Investigator

Julie Brown  
Medical Examiner Investigator

Thomas Hawley  
Medical Examiner Investigator

Phillip Hegel  
Medical Examiner Investigator

Tiffany Stickland  
Medical Examiner Investigator

Nicole Hales  
Administrative Assistant

Jennifer Sprik  
Administrative Assistant

## **Types of Deaths Reportable to the Medical Examiner**

The Michigan County Medical Examiner Law, Act 181, P.A. of 1953, as amended, and the Michigan Public Health Code, Act 368, P.A. of 1978, as amended, mandates that specific types of death be referred to the Medical Examiner for investigation (see list below). These deaths include sudden and unexpected deaths, accidental deaths, and violent deaths. The medical examiner has the authority under these Acts to order an autopsy at any time it is deemed necessary to determine or confirm the cause and manner of death.

### **Deaths Reportable to the Medical Examiner:**

- Violent death (e.g., strangulation, gunshot, stabbing, poisoning, etc.)
- Accidental deaths (e.g., falls, drowning, motor vehicle collisions, burns, overdose, etc.)
- Death of a prisoner (e.g., deaths in any county or city jail while imprisoned or in custody).
- Suspicious Circumstances (e.g., Unidentified Bodies or events surrounding death)
- Sudden and Unexpected deaths (e.g., all deaths during a surgical procedure, in recovery, anesthesia-related, unexpected natural death, occupational-related deaths)\*
- Without medical attendance within 48 hours of death:
- In cases of chronic illness, the attending physician may sign the death certificate if s/he can be reasonably certain of the cause of death.
- Death of a mother due to an abortion.
- Unexpected infant deaths

The medical examiner may order an autopsy for any of the reportable deaths listed above.

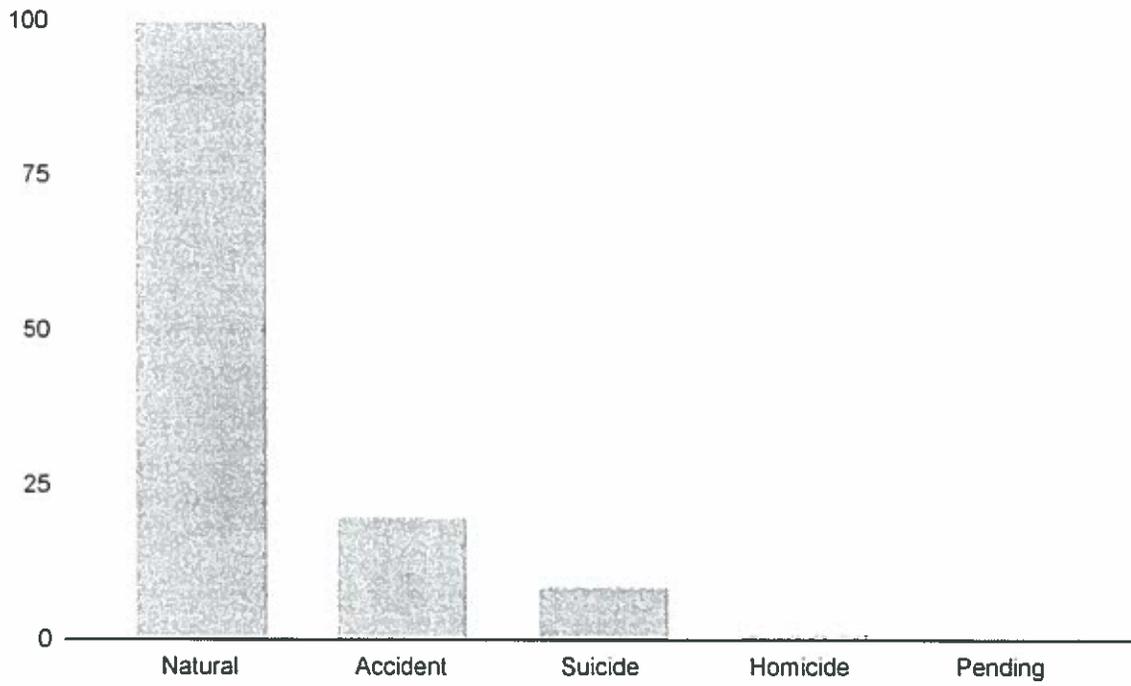
## **Clare County Medical Examiner Cases**

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Population	30,553
Cases Reported to Medical Examiner	130
Number of deaths certified after Autopsy	7
Number of deaths certified after Toxicology	31
Case Review for authorization of Cremation Permits	233
Unclaimed Bodies	0
Exhumations	0

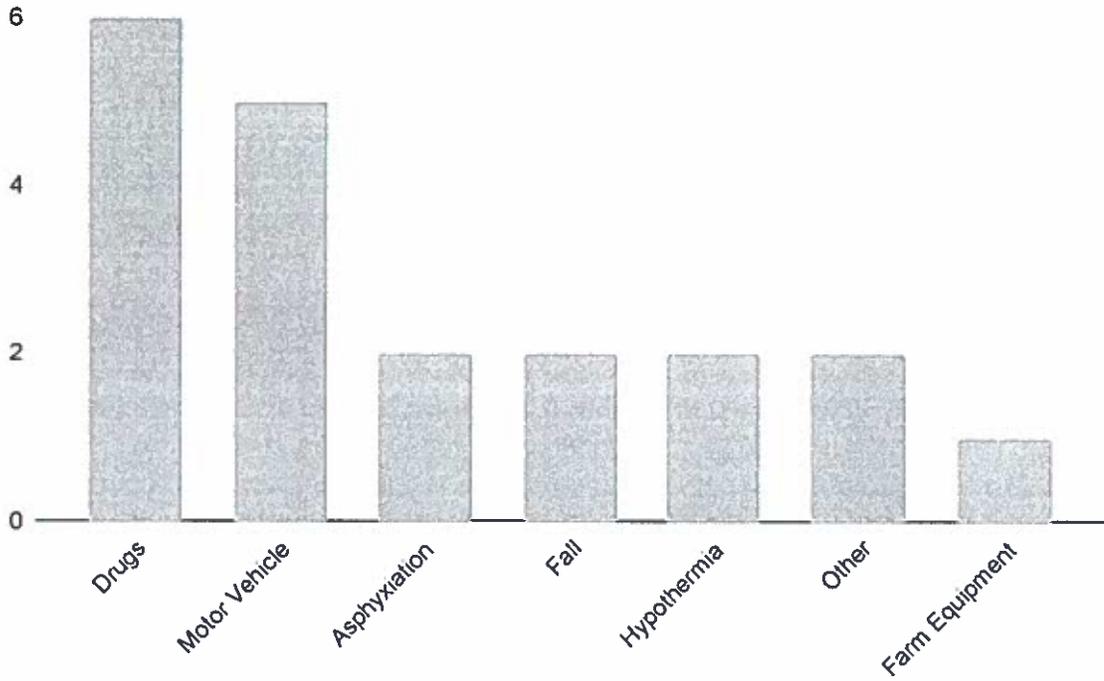
# Manner of Death

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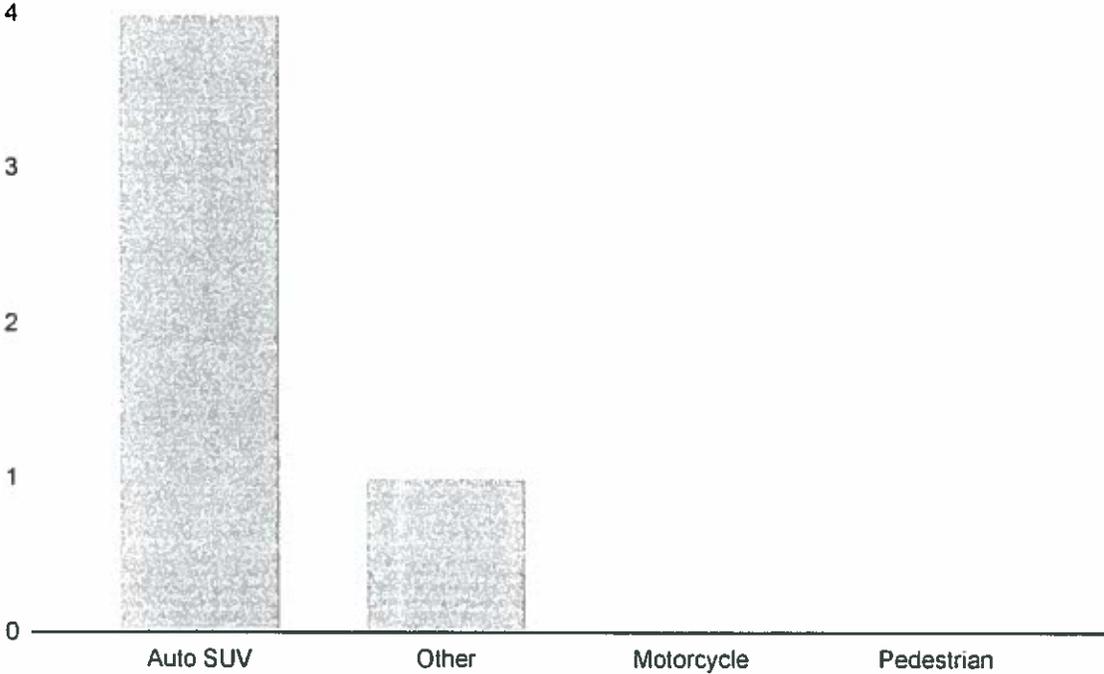
# Accidental Death by Type

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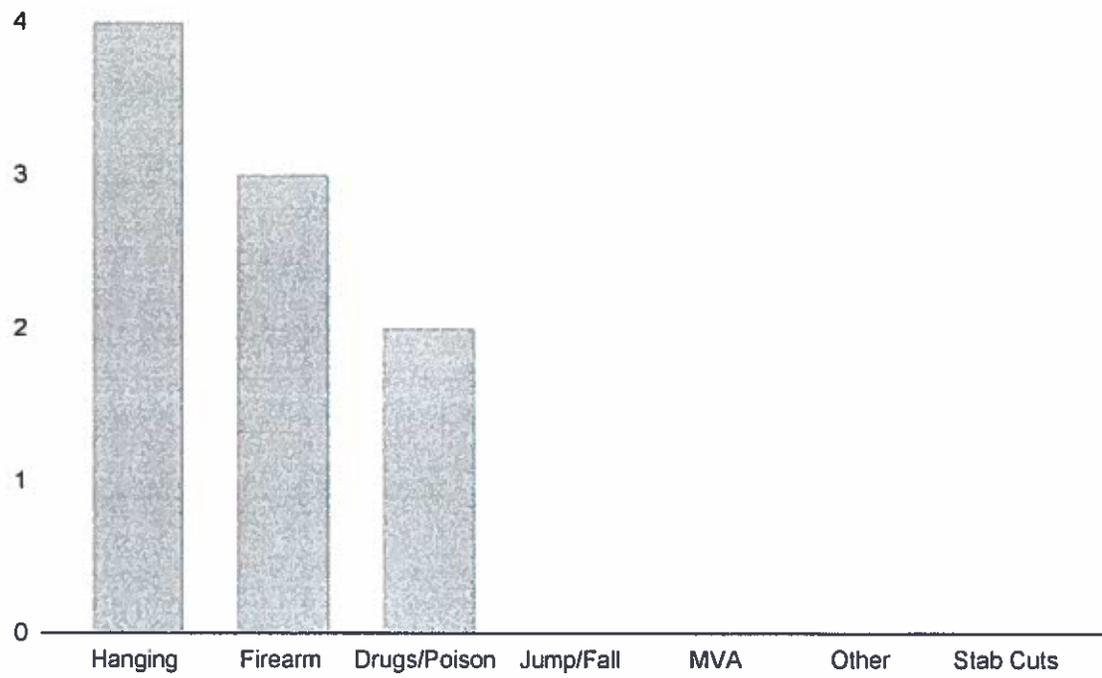
# Accidental Deaths-Motor Vehicle Crashes

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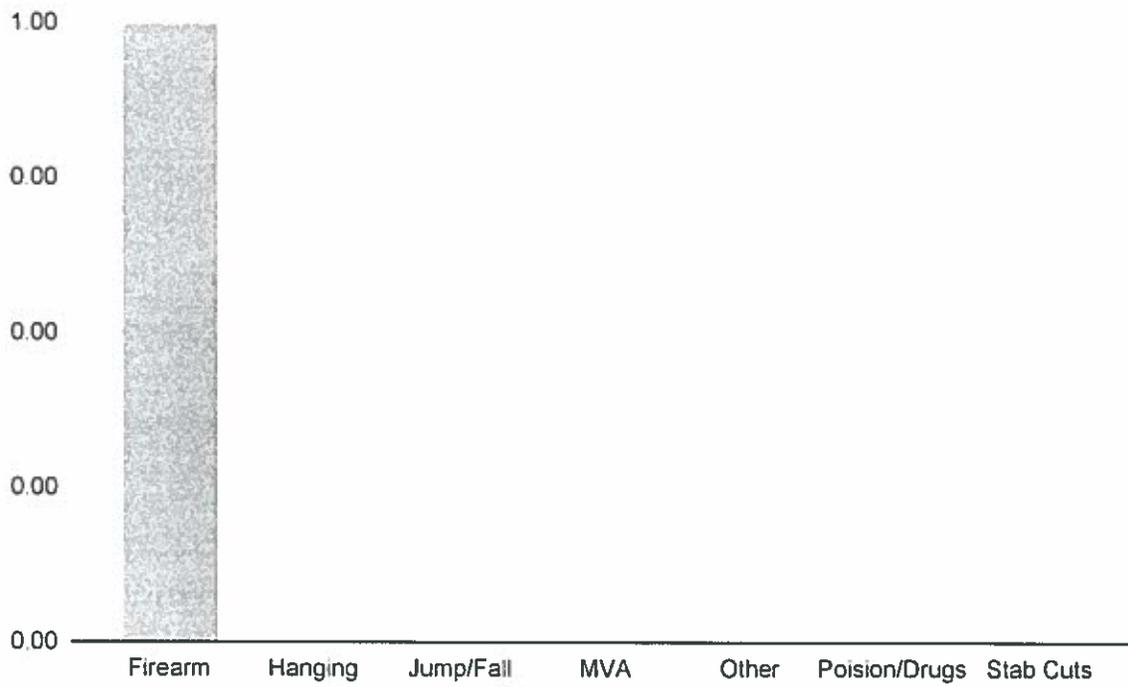
## Suicide by Means

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# Homicide Deaths

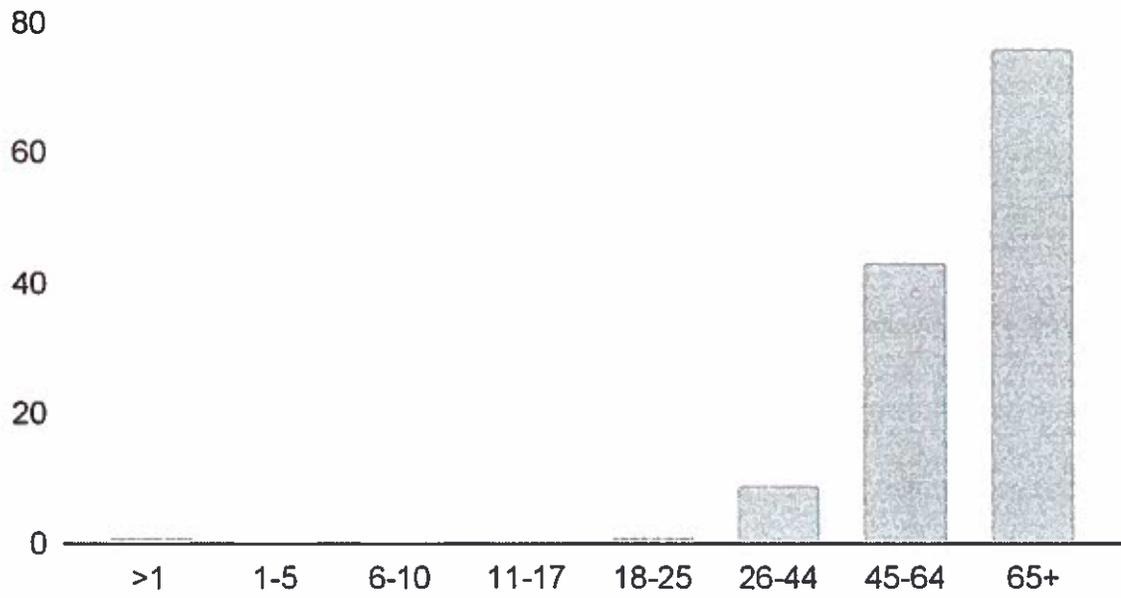
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Homicide Details-August 25th-27 years old-White-Female

## Deaths by Age Group

---



# Gift of Life Organ and Tissue Donations

Clare County "5" Successful  
Qualifiers for Donation in 2019

**ONE**

**8**

**75**

**5**

of



CLARE COUNTY  
**ORGAN AND TISSUE DONATIONS**

**MMMEG Complete  
Medical Examiner Services  
as of June 2020**



MMMEG TECHNICAL STAFF	



# REGION VII AREA AGENCY ON AGING



YVONNE CORBAT, CHAIR

BOB BROWN, EXECUTIVE DIRECTOR

*la*

June 25, 2020

Tracy Byard, County Administrator  
Clare County Animal Control  
225 W. Main Street  
PO BOX 438  
Harrison, MI 48625

Dear Ms. Byard:

Enclosed are two (2) copies of the Senior Community Service Employment Program (SCSEP) Worksite Agreement for fiscal year July 1, 2020 through June 30, 2021 for all of your SCSEP sites.

Please sign and date both copies of the agreements and return both copies to our office by July 12, 2020. Once our Executive Director has signed the agreements, one original copy will be returned to you.

Please send the following information for our records:

- 1) a current copy of liability insurance naming Region VII as an additional insured.

Please call (989) 893-4506 if you have any questions regarding this agreement.

Sincerely,

Stacey Dudewicz  
Contract Manager

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

REGION VII AREA AGENCY ON AGING  
SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM (SCSEP)  
WORKSITE AGREEMENT

This agreement is between Region VII Area Agency on Aging, located at 1615 S. Euclid Avenue, Bay City, MI 48706, (hereinafter referred to as "AAA") and Clare County Animal Control, located at 4040 Hazel Road, Harrison, MI 48625, (hereinafter referred to as "Host Agency") for the purpose of providing training positions for SCSEP enrollees with the following understanding by both parties:

1. The term of this agreement is July 1, 2020 through June 30, 2021.
2. The AAA agrees to assign \_\_\_1\_\_\_ authorized training position(s) to the host agency, depending on the number of available allocated slots for the applicable county of enrollee residence. The host agency in return agrees to provide a work site, job description, orientation, supervision, training, counseling and other supportive services that may be needed for each enrollee.
3. The Host Agency agrees to report to the AAA, at the end of each quarter, (beginning with the quarter ending September 30), by the 10th of the following month, any match provided for the term of this agreement. Cash match is defined as the host agency's cash outlay including money contributed to host agencies by non-Federal third parties. (This does not include client contributions or donations, which are classified as program income.) In-kind match is the value of non-cash contributions provided by the host agency and non-Federal third parties. In-kind contributions may be in the form of charges for real property and non-expendable personal property, and the value of goods and services directly benefiting and specifically identifiable to the program, (such as supervision, and/or occupancy).
4. The Host Agency shall indemnify, save, and hold harmless the AAA, its officers, directors and staff, the Office of Services to the Aging, and The Department of Labor against any and all expense and liability of any kind which the AAA may sustain, incur, or be required to pay arising out of this contract, provided, however, that the provisions of this paragraph shall not apply to liabilities or expenses caused by or resulting from the willful or negligent acts or omissions of the AAA or OSA or any of its officers or employees. Accordingly, the AAA shall be named as additional insured on any general liability insurance, professional liability insurance, or other insurance intended to protect the program(s) provided under this contract. The Host Agency shall provide a certificate of such insurance to the AAA within 30 days of contract finalization and with 30 days of insurance expiration.
5. As recipient of the contract, the Host Agency is responsible for the completion of all administrative and contractual obligations, and further is responsible for the legal action and/or legal costs related to its performance. In the event the Host Agency becomes involved in or is threatened with litigation, the Host Agency shall immediately notify the AAA and the AAA may enter the litigation to protect the interests of the AAA.

6. The Host Agency agrees that for all new enrollees assigned to the SCSEP, there will be a thirty (30) day probationary period. During this time the host agency will evaluate the enrollee as to the suitability of the assignment and the capability of the enrollee to learn the requirements of the position. The Host Agency will notify the AAA if the assignment is not satisfactory. The AAA will end the assignment on a mutually agreed upon date. If the assignment continues, it is agreed that the enrollee, if performance is satisfactory, will be considered for any position that becomes available and for which the enrollee submits an application. If the Host Agency lacks funds or does not have any openings on staff, it agrees to work with the AAA in assisting the enrollee to find unsubsidized employment.
7. Enrollee assignments are for a period of up to one (1) year. If the enrollee is not transitioned completely to the Host Agency payroll before the end of the one (1) year assignment, the enrollee may be moved to a new assignment at the time of re-determination.
8. The Host Agency's director will assign a supervisor to the enrollee. The supervisor will be authorized to sign time sheets and other related documents to verify accuracy of hours worked.

The supervisor will provide on-going supervision, and assist enrollees in submitting time sheets and other documents required by the AAA, according to the payroll schedule established by the AAA.

9. The AAA agrees to provide the following compensation to the enrollee:
  - a. **Wages:** paid at the Federal minimum wage up to 20 hours per week. Hours exceeding 20 per week must be prior approved by the AAA.
  - b. **Fringes:** FICA and Worker's Compensation
10. The host agency agrees to pay the enrollee's travel reimbursement if the enrollee is assigned to a position requiring travel for the Host Agency's operations.
11. Enrollees will periodically be required to attend various training, workshops and meetings coordinated by the AAA. The host agency agrees to allow the enrollees to attend such trainings, workshops and meetings. Enrollees who miss three (3) training sessions without good cause may be terminated from the SCSEP.
12. Enrollees who are enrolled in education/training classes under the authorization of the SCSEP shall be allowed to adjust their work schedules as necessary, within the approved hour limitations as established by the AAA. The AAA agrees to reimburse the enrollee at the AAA's Board approved mileage rate to attend trainings, workshops and meetings coordinated by the AAA.
13. The Host Agency agrees to comply with the SCSEP regulations, OSA and AAA policies covering this program.
14. The Host Agency is encouraged to conduct criminal background checks on assigned enrollees prior to the date of hire.
15. Either the AAA or the Host Agency may terminate this agreement, during the term of this agreement, by providing thirty (30) days advance written notification, to the other party.

16. Training of participants shall be only in addition to employment which would otherwise be funded by the Host Agency without funds provided by the SCSEP. The enrollees' participation shall result in an increase in employment opportunities to which otherwise would be available. The enrollees' participation shall not result in the displacement of currently employed workers, including partial displacement such as a reduction in non-overtime hours, wages, or benefits; shall not impair existing contracts for service or result in the substitution of Federal funds for other funds in connection with work that would otherwise be performed; shall not substitute project jobs for existing federally- assisted jobs; and shall not require an enrollee to perform work which is the same as that performed by any other person who is on layoff.

In witness whereof, the AAA and the Host Agency have executed this agreement the day, month, and year indicated below.

CLARE COUNTY ANIMAL CONTROL

REGION VII AREA AGENCY ON AGING

SIGNATURE \_\_\_\_\_

SIGNATURE \_\_\_\_\_

TITLE: County Administrator

TITLE: Executive Director

NAME: Tracy L. Byard

NAME: Bob Brown

DATE \_\_\_\_\_

DATE \_\_\_\_\_



Handwritten initials "BB" in blue ink.



# REGION VII AREA AGENCY ON AGING

YVONNE CORBAT, CHAIR

BOB BROWN, EXECUTIVE DIRECTOR

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

June 30, 2020

Clare County Commissioners  
Jack Kleinhardt, Board Chairperson  
225 W. Main St. P.O. Box 438  
Harrison, MI 48625

Dear Chair Kleinhardt:

Enclosed for review and adoption by your County Board of Commissioners is a copy of Region VII Area Agency on Aging's proposed Annual Plan for FY 2021. After review, you are respectfully requested to forward a letter of support or resolution for the Plan to Region VII Area Agency on Aging.

Region VII Area Agency on Aging is requesting this response by 4:30 p.m. on August 3, 2020. If a response is not received by this date, we will consider the Plan to be passively approved by your Board.

Region VII area Agency on Aging's staff is available to provide an overview of the Annual Plan and how the funds benefit older adults within the planning and service area. If a presentation is requested, please call Barb Hair or Jackie Gilles at 989-893-4506 or email [hairb@region7aaa.org](mailto:hairb@region7aaa.org) or [gillesj@region7aaa.org](mailto:gillesj@region7aaa.org).

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

Sincerely,

DocuSigned by:  
*Bob Brown*  
CF4E3B98A34F44B  
Bob Brown  
Executive Director

BB/bh

Enclosure

STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
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**Executive Summary**

**Briefly describe for Commissioners the area agency and the agency's significant FY 2021 updates to the FY 2020 Area Implementation Plan.**

**Please provide a 2,000 word or less summary in the space provided that describes the planning and service area and significant changes to the current area plan. Include changes, if any, to the Access, In-Home, and Community-based services and supports provided within the plan. Also address the agency's response to the COVID-19 pandemic emergency, including a description of the challenges, changes and continuing needs brought on by this emergency.**

Region VII Area Agency on Aging (AAA) was established in 1974 following an amendment to the Older Americans Act (OAA). The organization is accredited by the National Committee for Quality Assurance (NCQA) and continues with the mission to provide effective and innovative care to improve the well-being of community residents in Bay, Clare, Gladwin, Gratiot, Huron, Isabella, Midland, Saginaw, Sanilac, and Tuscola counties using OAA funds, the Medicaid MI Choice Home and Community-Based Waiver, grants and local monies to meet the needs of vulnerable older adults and persons with disabilities.

Region VII AAA's main office is located in Bay City. Satellite offices are also located in Bad Axe, Gladwin, Harrison, and Sandusky which provides access to Care Management and MI Choice Waiver services for residents in the surrounding areas.

Each county in the planning and service area has a senior tax millage which supplements OAA funding and is used by the well-established county units on aging to operate a robust service delivery system.

Age progression continues to trend upwards in all counties with 80+ being one of the fastest growing demographics. This has caused a shift towards more in-home supportive services. These individuals that "age in place" will benefit from additional outreach for services such as personal care, transportation, homemaking, home repair, and home delivered meals. The younger senior population have benefited from the expansion of programs at senior centers such as local entertainment, evidence-based health, wellness, and fitness programs. Our PSA has a diverse age group, a challenge that Region VII AAA attempts to address by understanding the needs of the communities.

During FY 2020, our Board of Directors and Management Staff established a Strategic Planning Committee where we updated our mission, vision, and goals for the future. Our new mission is to provide effective and innovative care to improve the well-being of community residents. We envision a community where residents are supported and have access to services to live safe, active, independent, and meaningful lives where they choose. Our goals are to provide participant-driven, high-quality, integrated services, strengthen Region VII AAA's organizational awareness, and to build a sustainable care model.

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**County/Local Unit of Government Review**

County and local government review of the Area Agency on Aging's FY 2021 substantive updates to the FY 2020 AIP updates are not required and do not need to be described as part of the FY 2021 AIP updates.

On or before June 29, 2020 Region VII AAA will send a hard copy of the FY 2021 AIP along with a cover letter to the chair of each County Commission and to the Saginaw Chippewa Indian Tribe via certified letter. This letter will outline our request for approval by their board or commission by August 3, 2020 and will include an offer of staff to present the draft Annual Implementation Plan.

The FY 2021 AIP draft will also be available on [www.region7aaa.org](http://www.region7aaa.org), by calling 1-800-858-1637, or at the front desk of Region VII AAA 1615 S. Euclid Avenue by May 5, 2020. Copies will be provided at the public hearings.

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**2021 Plan Highlights**

The FY 2021 AIP Highlights should provide a succinct description of the following:

- 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 2021. If there are no new activities or changes planned, note that in your response.
- Current information about contingency planning for potential reduced federal funding (if plans include the pursuit of alternative funding, identify specific funding sources).
- A description of progress made through advocacy efforts to date and focus of advocacy efforts in FY 2021.

Please provide a narrative about what, if anything, the area agency is planning that is new for FY 2021, or that is significantly different from the established FY 2020-22 Multi-Year Plan (MYP). If there are no new activities or changes planned, note that in your response. In addition, include area agency plans to handle the likelihood of reduced federal funding, including any specific alternative funding sources to be pursued. Finally, describe progress made through Multi-Year Plan (MYP) advocacy efforts to date and the area agency's specific planned advocacy focus in FY 2021.

**New Priorities, Plans or Objectives**

No activities or changes planned

**Contingency Planning**

Region VII has in place a plan for prioritizing service in the event of a 10% funding reduction. Region VII AAA's Board of Directors, along with management, would implement a course of action to lessen the impact of service cuts by identifying our most at-risk clients and using the funds available to assist them first. We would modify service delivery to maintain critical nutrition and in-home services for the most vulnerable older adults in our 10-county region. A priority scale would then be created to assist those in greatest need.

**Advocacy**

Advocating on behalf of older adults and persons with disabilities is the responsibility of everyone at Region VII AAA, playing a role in maintaining and strengthening the security and protection for older adults and persons with disabilities by advocating for legislative action, adequate funding, and full community inclusion. Region VII AAA's management team presents to local governmental bodies annually and continues to add to the list of organizations requesting presentations. These meetings emphasize the importance of linking constituents with services where they live and defines the return on investment, benefiting the community as a result of participation with Region VII AAA.

When the Older Americans Act renewal was waiting for the President's signature, all staff were encouraged and expected to call/write the White House and advocate for continuation of the act. Staff are also encouraged and expected to distribute materials representing the criteria for programs at every level of the access and service coordination range.

At the state level, Region VII AAA has representation at the Michigan Senior Advocates Council (MSAC) and also

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the Senior Advisory Council (SAC) who work to educate lawmakers about priorities of older adults and persons with disabilities.

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**Public Hearings**

All area agencies held public hearings during the development of their FY 2020 AIPs and FY 2020-22 multi-year plans (MYP). Public hearings on substantive updates to the approved plan for FY 2021 are not required and do not need to be described. Public review and approval of the area agency's proposed FY 2021 AIP budget and programmatic updates by the area agency's Policy Board is considered, in this instance, to have met the *AASA Operating Standards C-2, Section (11)(a)*, requirement that "a proposed addition or deletion of any area plan objective must be presented for public comment within the PSA prior to submission to AASA."

Public input is always welcome and encouraged. Area agencies holding additional public input forums on their FY 2021 updates are to be commended.

Date	Location	Time	Barrier Free?	No. of Attendees
05/19/2020	Online Zoom Meeting	02:00 PM	Yes	8
05/21/2020	Online Zoom Meeting	10:00 AM	Yes	10

Our online Public Hearing Zoom meetings were advertised via PSAs to local media (TV and Newspaper), emails to all vendors (AASA and Waiver), Vendor View notices to all vendors, and posted on our website.

We had eight (8) people in attendance for May 19, 2020, and ten (10) in attendance for May 21, 2020. We presented our AIP via PowerPoint presentation. No questions or comments during the meeting. Participants were encouraged to let us know of any questions they may have by contacting us via phone, email, or website.

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**Access Services**

Some access services may be provided to older adults directly through the area agency without a direct service provision request. These services include: Care Management; Case Coordination and Support; Options Counseling; Disaster Advocacy and Outreach Programs; Information and Assistance; Outreach, with specific attention to outreach with underserved populations, including people of color, people with disabilities, lesbian, gay, bisexual, transgender and other (LGBTQ+) older adults; and Merit Award Trust Fund/State Caregiver Support-funded Transportation. If the area agency is planning to provide any of the above noted aSome access services may be provided to older adults directly through the area agency without a direct service provision request. These services include: Care Management; Case Coordination and Support; Options Counseling; Disaster Advocacy and Outreach Programs; Information and Assistance; Outreach, with specific attention to outreach with underserved populations, including communities/people of color, persons with disabilities, recent immigrants, lesbian, gay, bisexual, transgender, queer and other (LGBTQ+) older adults; and Merit Award Trust Fund/State Caregiver Support-funded Transportation.

If the area agency is planning to provide any of the above noted access services directly during FY 2021, complete this section.

Select, from the list of access services, those services the area agency plans to provide directly during FY 2021, and provide the information requested. Also specify, in the appropriate text box for each service category, the planned goals and activities that will be undertaken to provide the service.

Direct service budget details for FY 2021 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.ccess services directly during FY 2021, complete this section.

Select from the list of access services those services the area agency plans to provide directly during FY 2021, and provide the information requested. Also specify, in the appropriate text box for each service category, the planned goals and activities that will be undertaken to provide the service. Direct service budget details for FY 2021 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.

**Care Management**

<u>Starting Date</u>	10/01/2019	<u>Ending Date</u>	09/30/2020
Total of Federal Dollars	\$0.00	Total of State Dollars	\$164,723.00

Geographic area to be served  
Clare, Huron, Sanilac, Tuscola

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

Goal 1: Ensure appropriate care delivery to program participants.

Activities: Initial assessments and quarterly reassessments by qualified, unbiased, professional Supports Coordinators (Registered Nurses, Licensed Social Workers) will ensure that participants receive necessary assistance to remain in their home and community-based setting through the development of person-centered plans of care with a strong emphasis on community resources.

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

Activities: Supports Coordinators and Agency staff (Waiver Director, Supervisors, Quality Manager) will ensure that program participants receive optimal person-centered, high quality care that meets or exceeds the established standards of care set forth by the Michigan Department of Health and Human Services (MDHHS) and the Aging and Adult Services Agency (AASA) through the development, implementation, and monitoring of Quality Assurances and Quality Improvements.

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

Activities: Supports Coordinators and Agency staff (Waiver Director, Supervisors, Quality Manager) will ensure that program participants receive optimal person centered, high quality care that meets or exceeds the established standards of care set forth by the Michigan Department of Health and Human Services (MDHHS) and the Aging and Adult Services Agency (AASA) through the development, implementation, and monitoring of Quality Assurances and Quality Improvements.

Goal 4: Maintain ongoing communication with AASA staff regarding Care Management policies, procedures, and practices.

Activities: Attendance and participation at Care Management meetings when sponsored by AASA.

Goal 5: Continue to work towards the implementation of the Community Living Program.

Activities: Supports Coordinators will continue to participate in training opportunities and attend local meetings throughout the 10-county region. Supports Coordinators will honor participant choice and will work with the participant to maintain their independence in the least restrictive environment based on their preferences and objectives.

Number of client pre-screenings:	Current Year:	48	Planned Next Year:	85
Number of initial client assesments:	Current Year:	16	Planned Next Year:	30
Number of initial client care plans:	Current Year:	16	Planned Next Year:	30
Total number of clients (carry over plus new):	Current Year:	58	Planned Next Year:	85
Staff to client ratio (Active and maintenance per Full time care	Current Year:	1:48	Planned Next Year:	1:48

**Information and Assistance**

<u>Starting Date</u>	10/01/2019	<u>Ending Date</u>	09/30/2020
Total of Federal Dollars	\$0.00	Total of State Dollars	\$75,019.00
Geographic area to be served			

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All Ten Counties

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

- 1) Participate in the national and state Organizations for I&A. Continuing education as it relates to I&A and maintain certification from the Alliance of Information and Referral Certification in aging/disability. Region VII Area Agency on Aging will continue to conduct semi-monthly Quality Assurance Surveys on 10% of the I&A calls received and provide follow up as needed.
  
- 2) Update Region VII's website as well as the Information/Services/Resources links as needed. Update Region VII information materials as needed for the community in all counties. Promote public awareness to community groups and faith-based organizations within all Region VII counties. Attend Senior Fairs and Project Connects within all Region VII counties.

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**Direct Service Request**

This section applies only if the area agency is submitting a new request to provide an in-home, community, or nutrition service directly that was not previously approved in this multi-year planning cycle. It is expected that in-home services, community services, and nutrition services will be provided under contracts with community-based service providers. When appropriate, a direct service provision request may be approved by the CSA. Direct service provision is defined as “providing a service directly to a senior, such as preparing meals, doing chore services, or working with seniors in an adult day setting.” 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 an in-home service, community service, and/or a nutrition service directly must complete the section below for each service category. Include in this section any current COVID-19 policy-waiver-approved direct provision of a service included in the AASA *Operating Standards for Service Programs* that the AAA is planning to continue beyond September 30, 2020.

Select the service from the list and enter the information requested pertaining to basis, justification and public hearing or policy board discussion for any new Direct Service Request for FY 2021. Specify in the appropriate text box for each service category the planned goals and activities that will be undertaken to provide the service.

Direct service budget details for FY 2021 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 an in-home, community, or nutrition service directly during FY 2021.

**Legal Assistance**

Total of Federal Dollars     \$56,000.00                      Total of State Dollars     \$0.00

Geographic Area Served     All 10 Counties

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

Lakeshore Legal Aid, our current vendor for Legal Assistance, is ending their contract with Region VII Area Agency on Aging on September 30, 2020. They are leaving the area and are going to be serving only SE Michigan.

Region VII AAA plans to recruit legal assistance services through our RFP process as well as discussing at our Public Hearings.

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

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

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

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

(A) Provision of such services by Region VII Area Agency on Aging is necessary to assure an adequate supply of such services.

Legal Services is a priority service under the Older Americans Act (OAA) and our current provider is leaving the area.

(C) Such services can be provided more economically and with comparable quality by Region VII Area Agency on Aging.

Area Agencies on Aging are able to contract with Legal Services Corporation (LSC) grantees, non-LSC non-profit legal programs, private attorneys, law school clinics, legal hotlines or other low-cost legal services delivery systems.

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

Lakeshore Legal Aid, our current vendor for Legal Assistance, is ending their contract with Region VII Area Agency on Aging on September 30, 2020. They are leaving the area and are going to be serving only SE Michigan.

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

Long Term Care Ombudsman

Total of Federal Dollars      \$27,090.00                      Total of State Dollars      \$57,172.00

Geographic Area Served      All Ten Counties

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

Lakeshore Legal Aid, our current vendor for Long Term Care Ombudsman services, is ending their contract with Region VII Area Agency on Aging on September 30, 2020. They are leaving the area and are going to be serving only SE Michigan.

Region VII AAA plans to recruit Long Term Care Ombudsman services through our RFP process as well as discussing at our Public Hearings.

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

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

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

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

1.(A) Provision for Long Term Ombudsman services by the Area Agency is necessary to assure an adequate supply of such services.

Long Term Care Ombudsman services is a priority service under the Older Americans Act (OAA) and our current provider is leaving the area

(C) Long Term Ombudsman services can be provided more economically and with comparable quality by the Area Agency to serve those on a limited income.

Each designated local ombudsman program will adhere to program directions, instructions, guidelines, and Ombudsmanager reporting requirements issued by the State Long Term Care Ombudsman.

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

Lakeshore Legal Aid, our current vendor for Long Term Ombudsman services, is ending their contract with Region VII Area Agency on Aging on September 30, 2020. They are leaving the area and are going to be serving only SE Michigan.

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

**Prevention of Elder Abuse, Neglect and Exploitation**

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Total of Federal Dollars      \$12,485.00                      Total of State Dollars      \$0.00

Geographic Area Served    All Ten Counties

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

Lakeshore Legal Aid, our current vendor for Prevention of Elder Abuse, Neglect, and Exploitation services, is ending their contract with Region VII Area Agency on Aging on September 30, 2020. They are leaving the area and are going to be serving only SE Michigan.

Region VII AAA plans to recruit Prevention of Elder Abuse, Neglect, and Exploitation services through our RFP process as well as discussing at our Public Hearings.

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

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

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

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

1. Provision for the Prevention of Elder Abuse, Neglect, and Exploitation services by the Area Agency is necessary to assure an adequate supply of such services.

Prevention of Elder Abuse, Neglect, and Exploitation services is a priority service under the Older American's Act (OAA) and our current provider is leaving the area

(C) Prevention of Elder Abuse, Neglect, and Exploitation services can be provided more economically and with comparable quality by the Area Agency to serve those on a limited income.

Professional/para-professional training, community outreach, public education, case consultation, and/or interdisciplinary teams shall be implemented through a coordinated, interagency approach.

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

Lakeshore Legal Aid, our current vendor for Prevention of Elder Abuse, Neglect, and Exploitation services, is ending their contract with Region VII Area Agency on Aging on September 30, 2020. They are leaving the area and are going to be serving only SE Michigan.

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

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**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 text box is included for the area agency to provide information on progress toward the objectives to date. This text box is editable.

For those area agencies that have an approved Community for a Lifetime (CFL) or aging-friendly goal and objective(s) for FY 2020, the following information should be addressed in the progress to date text box:

- A. Which community achieved CFL or aging-friendly recognition (if any) and if none;
- B. Which communities were the area agency involved with to encourage them to engage in conducting an aging-friendly assessment and/or improvement activities and;
- C. What were the lessons learned for the area agency and other community partners from the process of raising awareness about the value of aging-friendly communities and;
- D. What improvements (if any) were made in communities in the PSA to make them more aging friendly?

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

**Area Agency on Aging Goal**

- A. Advocate, inform, and empower those we serve

Objectives

- 1. Increase brand recognition of Region VII AAA by 10% in the PSA.  
Timeline: 10/01/2019 to 09/30/2022

Progress

Over the last year, we've received an increase in calls to the agency.

Region VII AAA Advisory Council members are distributing handouts and flyers in their communities covering 10 counties.

Region VII AAA staff continue to give presentations throughout our 10 county PSA.

- B. Help older adults maintain their health and independence at home and in their community

Objectives

- 1. Include the Community Health Workers (CHW) into the program to create a reduction in hospital readmittances for people age 60 and older.

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Timeline: 10/01/2019 to 09/30/2022

Progress

In December 2019, Region VII AAA received a fully-funded contract with Ascension St. Mary's Hospital to allow the CHWs to continue reaching out to vulnerable older adults being discharged from their healthcare facility to reduce the rate of readmission. As the number of care transitions have increased and we obtained a fully-funded contract with a major hospital this has led to higher growth, allowing us to employ additional CHW. Region VII AAA is having conversations with U of M College of Pharmacy about doing a research study on the CHWs care transitions program.

**C. Promote elder and vulnerable adult rights and justice**

Objectives

1. Link with PSA work groups and look for funding opportunities.

Timeline: 10/01/2019 to 09/30/2022

Progress

Joe Sowmick, Minority Representative to Region VII AAA's Advisory Council, presented Title XIV Saginaw Chippewa Tribal Elder Protection Code, a policy of the Saginaw Chippewa Indian Tribe to protect Tribal Elders who are unable to properly care for themselves from abuse and exploitation. This Code encourages community cooperation and the use of services and resources to reduce the risk of harm to Tribal Elders and shall be liberally construed to achieve this purpose.

Region VII AAA has been able to apply for more funding opportunities in the form of grants to further our mission "to provide effective and innovative care to improve the well-being of community residents."

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**2021 Program Development Objectives**

The Michigan Department of Health and Human Services' (MDHHS) Diversity, Equity and Inclusion (DEI) Council was formed in May of 2018 around this mission statement: *"To promote and foster a culture that values diversity, equity and inclusion throughout MDHHS and the diverse communities we serve in order to achieve our highest potential."*

Historical biases such as economic deprivation, social ostracization (exclusion), and inequitable exposures to occupational and environmental hazards have resulted in lower health outcomes for Michigan's communities/people of color, persons with disabilities, recent immigrants and lesbian, gay, bisexual, transgender, queer and other (LGBTQ+) persons.

Effects of such bias have been shown to result in poorer health outcomes because of limits on access to social programs, in-home support services and health care, as well as physiological responses to living with chronic discrimination. Mortality rates and chronic health conditions are higher among these population groups. AASA supports the Department's DEI mission and is committed to advocating for diversity, equity, and inclusion.

Events in 2020 have again focused a spotlight on racial injustice and inequality in the world around us. Now, more than ever, the aging network has an opportunity to bring change that is so desperately being sought and lead the way in the work we do to reflect diversity, equity, and inclusion. For FY 2021 AASA requires the following new Program Development Objective be added to each area agency's Annual Implementation Plan.

**Goal: Improve the accessibility of services to Michigan's communities and people of color, persons with disabilities, recent immigrants and LGBTQ+ individuals**

This new goal is required for FY 2021. Please assess and describe how the area agency is currently addressing accessibility for the groups listed above and complete the objectives, strategies and activities that are indicated for quality improvement in this area. Include planned efforts to:

- Ensure that AAA staff and subcontractors are trained in diversity, equity, and inclusion.
- Ensure that AAA staff and subcontractors are trained on how to recognize and address unconscious bias.
- Ensure that programming and outreach is culturally sensitive and welcoming to all.
- Ensure that culturally and linguistically appropriate outreach is directed to non-English-speaking persons and that providers are trained to adapt to diverse cultural needs.

An explanation of DEI and a list of available trainings are included in the Document Library.

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

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Goals correlate with the entered goal.

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

**Area Agency on Aging Goal**

**A. Improve the accessibility of services to Michigan's communities and people of color, immigrants and LGBTQ+ individuals**

State Goal Match: New Goal

Narrative

Region VII AAA has partnered with Perceptions, allowing us to better serve the LGBTQ+ community. A member of our Advisory Committee is part of the Perceptions team.

All documents and forms have been updated accordingly, and staff have been trained this year in diversity.

Region VII AAA participates in the P.R.I.D.E. Festival on Ojibway Island annually, distributing information about all of our services.

Objectives

1. Provide at least 1 training for all Region VII AAA staff on diversity.  
Timeline: 10/01/2020 to 09/30/2022

Activities

During our annual all-staff meeting, training on diversity will be covered

Expected Outcome

Region VII AAA staff will be more educated in diverse situations.

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**Supplemental Documents**

This year, the completion of the Quality Outcome Measures Reporting Form (six-month report) and the Emergency Management and Preparedness document are required and may be found in the Document Library.

Supplemental Documents A through G are presented in the list below. Select the applicable supplemental document(s) from the list on the left. Provide all requested information for each selected document. Note that older versions of these documents will not be accepted and should not be uploaded as separate documents.

- A. Policy Board Membership – *not required for the FY 2021 AIP*
- B. Advisory Council Membership – *not required for the FY 2021 AIP*
- C. Proposal Selection Criteria - *should only be completed if there are new or changed criteria for selecting providers*
- D. Cash-In-Lieu-Of-Commodity Agreement - *should be completed if applicable to the area agency's 2021 AIP*
- E. Waiver of Minimum Percentage of a Priority Service Category - *should be completed if applicable to the area agency's 2021 AIP*
- F. Request to Transfer Funds - *should be completed if applicable to the area agency's 2021 AIP*
- G. 2021 Evidence Based Programs Document - *required to be completed for each Title III-D funded EBDP program and uploaded into AMPS*  
*(The form to be used is located in the Documents Library)*

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**SUPPLEMENTAL DOCUMENT 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:

68,489

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.

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**SUPPLEMENTAL DOCUMENT F**

**Request to Transfer Funds**

1	The Area Agency on Aging requests approval to transfer funds from <b>Title III-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 <b>Title III-C1 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  186,944
This transfer allows for funding to be placed in needed services like case management and other health related services.		
3	The Area Agency on Aging requests approval to transfer funds from <b>Title III-C1 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

### EVIDENCE-BASED PROGRAMS PLANNED FOR FY 2021

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.

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 2020. If funding has been allocated as a single amount for all Title III-D programs for a provider, enter on first line under "Funding Amount for This Service."

Program Name	Provider Name	Anticipated No. of Participants	Funding Amount for Service
<i>Example</i>	<i>Example: List each provider offering programs on a single line as shown below.</i>	<i>Example: Total participants for all providers</i>	<i>Example: Funding total for all providers</i>
Arthritis Exercise Program	1) Forest City Senior League Program 2) Grove Township Senior Services 3) Friendly Avenue Services	80	\$14,000
Chronic Pain PATH Diabetes PATH Powerful Tools for Caregivers	1) Midland Senior Services	30	\$3,840
Creating Confident Caregivers	1) Golden Horizons 2) McKenzie Health Systems 3) Midland Senior Services	35	\$5,500
Matter of Balance	1) McKenzie Health System	20	\$3,500
Otago	1) Central Michigan University School of Medicine	100	\$26,811
Stay Active and Independent for Life (SAIL)	1) Midland Senior Services	20	\$1,600
Tai Chi Arthritis	1) Isabella County COA 2) Saginaw County COA	226	\$19,700

FY 2021 AREA PLAN GRANT BUDGET

Agency: Region VII Area Agency on Aging Budget Period: 10/01/20 to 09/30/21 Rev. 03/13/2020  
 PSA: 7 Date: 05/05/20 Rev. No.: N/A Page 1 of 3

SERVICES SUMMARY			
FUND SOURCE	SUPPORTIVE SERVICES	NUTRITION SERVICES	TOTAL
1. Federal Title III-B Services	984,768		984,768
2. Fed. Title III-C1 (Congregate)		651,024	651,024
3. State Congregate Nutrition		18,433	18,433
4. Federal Title III-C2 (HDM)		728,728	728,728
5. State Home Delivered Meals		921,290	921,290
8. Fed. Title III-D (Prev. Health)	60,951		60,951
9. Federal Title III-E (NFCSP)	373,269		373,269
10. Federal Title VII-A	12,168		12,168
10. Federal Title VII-EAP	12,485		12,485
11. State Access	55,019		55,019
12. State In-Home	980,936		980,936
13. State Alternative Care	216,704		216,704
14. State Care Management	431,825		431,825
15. SL ANS	85,797		85,797
16. St. N ursing Home Ombs (NHO)	40,524		40,524
17. Local Match			
a. Cash	114,838	208,856	323,694
b. In-Kind	285,731	48,864	334,595
18. State Respite Care (Escheat)	74,984		74,984
19. MATF	230,109		230,109
19. SL CG Support	28,392		28,392
20. TCM/Medicaid & MSO	20,766		20,766
21. NSIP		750,954	750,954
22. Program Income	1,549,880	1,251,663	2,801,543
<b>TOTAL:</b>	<b>5,559,146</b>	<b>4,579,812</b>	<b>10,138,958</b>

ADMINISTRATION			
Revenues	Local Cash	Local In-Kind	Total
Federal Administration	306,050	11,200	359,250
State Administration	52,901	-	52,901
MATF Administration	22,758	-	22,758
St. CG Support Administration	2,807	-	2,807
Other Admin	36,638	-	36,638
<b>Total AIP Admin:</b>	<b>421,154</b>	<b>11,200</b>	<b>474,354</b>

Expenditures	
1. Salaries/Wages	FTEs
2. Fringe Benefits	3.70
3. Office Operations	105,559
<b>Total:</b>	<b>117,423</b>

Cash Match Detail		In-Kind Match Detail	
Source	Amount	Source	Amount
Local Dues	42,000	In-Kind Space Fed Adm	7,200
		In-Kind Space Care Mgmt	4,000
<b>Total:</b>	<b>42,000</b>	<b>Total:</b>	<b>11,200</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 \_\_\_\_\_

Date \_\_\_\_\_



**FY 2021 NUTRITION / OMBUDSMAN / RESPITE / KINSHIP - PROGRAM BUDGET DETAIL**

Rev. 03/13/2020

Agency: Region VII Area Agency on Aging Budget Period: 10/01/20 to 9/30/21  
 Date: 05/05/20 Rev. Number N/A  
 PSA: 7

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**FY 2021 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>									
Congregate Meals	566,024		18,433		172,056	426,654	49,354	15,586	1,248,107
Home Delivered Meals		728,728		921,290	578,898	825,009	159,502	23,834	3,237,261
Nutrition Counseling									
Nutrition Education									
AAA RD/Nutritionist*	85,000							9,444	94,444
<b>Nutrition Services Total</b>	<b>651,024</b>	<b>728,728</b>	<b>18,433</b>	<b>921,290</b>	<b>750,954</b>	<b>1,251,663</b>	<b>208,856</b>	<b>48,864</b>	<b>4,579,812</b>

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

**FY 2021 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 Ser</b>									
LTC Ombudsman	14,922	12,168		40,524	16,648	305	-	9,362	93,929
Elder Abuse Prevention			12,485			93	-	1,387	13,965
Region Specific									
<b>LTC Ombudsman Ser Total</b>	<b>14,922</b>	<b>12,168</b>	<b>12,485</b>	<b>40,524</b>	<b>16,648</b>	<b>398</b>	<b>-</b>	<b>10,749</b>	<b>107,894</b>

**FY 2021 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
Chore									
Homemaking									
Home Care Assistance									
Home Health Aide									
Meal Preparation/HDM									
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 2021 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>						
Caregiver Sup. Services						
Kinship Support Services		31,663			3,518	35,181
Caregiver E.S.T.						
<b>ship Services Total</b>	<b>-</b>	<b>31,663</b>	<b>-</b>	<b>-</b>	<b>3,518</b>	<b>35,181</b>

Planned Services Summary Page for FY 2021

PSA: 7

Service	Budgeted Funds	Percent of the Total	Method of Provision		
			Purchased	Contract	Direct
<b>ACCESS SERVICES</b>					
Care Management	\$ 529,504	5.21%		X	X
Case Coordination & Support	\$ 1,395,502	13.73%		X	
Disaster Advocacy & Outreach Program	\$ -	0.00%			
Information & Assistance	\$ 83,354	0.82%			X
Outreach	\$ 138,520	1.36%		X	X
Transportation	\$ 144,149	1.42%		X	X
Option Counseling	\$ -	0.00%			
<b>IN-HOME SERVICES</b>					
Chore	\$ 46,090	0.45%	X	X	
Home Care Assistance	\$ -	0.00%			
Home Injury Control	\$ -	0.00%			
Homemaking	\$ 753,698	7.41%	X	X	
Home Delivered Meals	\$ 3,237,261	31.85%		X	
Home Health Aide	\$ -	0.00%			
Medication Management	\$ 138,889	1.37%			X
Personal Care	\$ 484,387	4.77%	X	X	
Personal Emergency Response System	\$ -	0.00%			
Respite Care	\$ 293,571	2.89%	X	X	
Friendly Reassurance	\$ 18,889	0.19%			X
<b>COMMUNITY SERVICES</b>					
Adult Day Services	\$ 579,204	5.70%	X	X	
Dementia Adult Day Care	\$ -	0.00%			
Congregate Meals	\$ 1,248,107	12.28%		X	
Nutrition Counseling	\$ -	0.00%			
Nutrition Education	\$ -	0.00%			
Disease Prevention/Health Promotion	\$ 74,626	0.73%		X	X
Health Screening	\$ -	0.00%			
Assistance to the Hearing Impaired & Deaf	\$ -	0.00%			
Home Repair	\$ 48,311	0.48%		X	
Legal Assistance	\$ 62,909	0.62%			X
Long Term Care Ombudsman/Advocacy	\$ 93,929	0.92%			X
Senior Center Operations	\$ 13,531	0.13%		X	
Senior Center Staffing	\$ 51,155	0.50%		X	
Vision Services	\$ -	0.00%			
Programs for Prevention of Elder Abuse,	\$ 13,965	0.14%			X
Counseling Services	\$ -	0.00%			
Creating Confident Caregivers® (CCC)	\$ -	0.00%			
Caregiver Supplemental Services	\$ 82,949	0.82%	X		
Kinship Support Services	\$ 35,181	0.35%	X		
Caregiver Education, Support, & Training	\$ 188,429	1.85%		X	
AAA RD/Nutritionist	\$ 94,444	0.93%			X
<b>PROGRAM DEVELOPMENT</b>	\$ 177,293	1.74%			X
<b>REGION-SPECIFIC</b>					
a. Care Transitions	\$ 111,111	1.09%			X
b.	\$ -	0.00%			
c.	\$ -	0.00%			
d.	\$ -	0.00%			
<b>CLP/ADRC SERVICES</b>	\$ -	0.00%			
<b>SUBTOTAL SERVICES</b>	\$ 10,138,958				
<b>MATF &amp; ST CG ADMINISTRATION</b>	\$ 25,565	0.25%			
<b>TOTAL PERCENT</b>		100.00%	4.05%	84.02%	11.93%
<b>TOTAL FUNDING</b>	\$ 10,164,523		\$410,849	\$8,541,002	\$1,212,672

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.

FY 2021 BUDGET REVIEW SPREADSHEET

Rev. 03/13/2020

Agency:	Region VII Area A 7			Fiscal Year:	FY 2021
Date of SGA:	SGA No.	Date Reviewed by AASA:			
Date of Budget:	Revision No.	Initials of Field Rep Approving:			
SGA CATEGORY	SGA AWARD	UNSPENT AMT	TOTAL	AAA COMMENTS	
Title III Administration	\$ 308,050		\$ 306,050		
State Administration	\$ 52,901		\$ 52,901		
Title III-B Services	\$ 797,824	\$ 186,944	\$ 984,768		
Title III-C-1 Services	\$ 1,038,959	\$ (387,935)	\$ 651,024		
Title III-C-2 Services	\$ 527,736	\$ 200,992	\$ 728,728		
Federal Title III-D (Prev. Health)	\$ 60,951		\$ 60,951		
Title III-E Services (NFCSP)	\$ 373,269		\$ 373,269		
Title VII/A Services (LTC Ombuds)	\$ 12,168		\$ 12,168		
Title VII/EAP Services	\$ 12,485		\$ 12,485		
St. Access	\$ 55,019		\$ 55,019		
St. In Home	\$ 980,936		\$ 980,936		
St. Congregate Meals	\$ 18,433		\$ 18,433		
St. Home Delivered Meals	\$ 921,290		\$ 921,290		
St. Alternative Care	\$ 216,704		\$ 216,704		
St. Aging Network Srv. (St. ANS)	\$ 85,797		\$ 85,797		
St. Respite Care (Escheats)	\$ 74,984		\$ 74,984		
Merit Award Trust Fund (MATF)	\$ 252,867		\$ 252,867		
St. Caregiver Support (St. CG Sup.)	\$ 31,199		\$ 31,199		
St. Nursing Home Ombuds (NHO)	\$ 40,524		\$ 40,524		
MSO Fund-LTC Ombudsman	\$ 16,648		\$ 16,648		
St. Care Mgt.	\$ 431,825		\$ 431,825		
NSIP	\$ 750,954		\$ 750,954		
SGA TOTALS:	\$ 7,059,523	\$ 1	\$ 7,059,524		
<b>Administrative Match Requirements</b>					
ADMINISTRATION	BUDGET	SGA	DIFFERENCE	Minimum federal administration match amount	\$102,016
Federal Administration	\$ 306,050	\$ 306,050	\$ -	Administration match expended (State Adm. + Local Match)	\$106,101
State Administration	\$ 52,901	\$ 52,901	\$ -	Is the federal administration matched at a minimum 25%?	Yes
Sub-Total:	\$ 358,951	\$ 358,951	\$ -	Does federal administration budget equal SGA?	Yes
MATF	\$ 22,758			Does state administration budget equal SGA?	Yes
ST CG Supp	\$ 2,807				
Local Administrative Match				Merit Award Trust Admin. & St. Caregiver Support Admin must be expended at or below 9% of	
Local Cash Match	\$ 42,000			Total Merit Award Trust Fund & St. Caregiver Support Admin. Funds budgeted:	9%
Local In-Kind Match	\$ 11,200			Is Merit Award Trust Fund & St. CG Support Admin. budgeted at 9% or less?	Yes
Sub-Total:	\$ 53,200			Amount of MATF Funds budgeted on Adult Day Care	\$ 226,139
Other Admin	\$ 36,638	AIP TOT ADMIN	DIFFERENCE	Is at least 50% of MATF budgeted on Adult Day Care services?	Yes
Total Administration:	\$ 474,354	\$ 474,354	\$ -	<b>Title III-E Kinship Services Program Requirements</b>	
SERVICES:	BUDGET	SGA	% BUDGETED	Are kinship services budgeted at > 5% of the AAA's Title III-E funding?	Yes
Federal Title III-B Services	\$ 984,768	\$ 984,768	100.0000%	Are kinship services budgeted at < 10% of the AAA's Title III-E funding?	Yes
Fed. Title III C-1 (Congregate)	\$ 651,024	\$ 651,024	100.0000%	(note: see TL #369 & TL#2007-141)	
State Congregate Nutrition	\$ 18,433	\$ 18,433	100.0000%	For Agencies required to budget a minimum of \$25,000 of Title III-E requirement met?	Yes
Federal C-2 (HDM)	\$ 728,728	\$ 728,728	100.0000%	<b>Title III-B Long Term Care Ombudsman Maintenance of Effort Requirements</b>	
State Home Delivered Meals	\$ 921,290	\$ 921,290	100.0000%	Amount required from Transmittal Letter #428. (see cell L 42)	\$9,457
Federal Title III-D (Prev. Health)	\$ 60,951	\$ 60,951	100.0000%	Budgeted amount Title III-B for LTC Ombudsman.	\$14,922
Federal Title III-E (NFCSP)	\$ 373,269	\$ 373,269	100.0000%	Is required maintenance of effort met?	Yes
St. Access	\$ 55,019	\$ 55,019	100.0000%		
St. In Home	\$ 980,936	\$ 980,936	100.0000%	<b>Service Match Requirements</b>	
St. Alternative Care	\$ 216,704	\$ 216,704	100.0000%	Minimum service match amount required	\$621,590
St. Care Mgt.	\$ 431,825	\$ 431,825	100.0000%	Service matched budgeted: (Local Cash + In-Kind)	\$658,289
State Nursing Home Ombs (NHO)	\$ 40,524	\$ 40,524	100.0000%	Is the service allotment matched at a minimum 10%?	Yes
St ANS	\$ 85,797	\$ 85,797	100.0000%		
Sub-Total:	\$ 5,549,268	\$ 5,549,268	100.0000%	<b>Miscellaneous Budget Requirements / Constraints</b>	
Local Service Match				<b>Amounts budgeted for OAA / AASA Priority Services:</b>	
Local Cash Match	\$ 323,694			Access:	\$476,408
Local In-Kind Match	\$ 334,595			In-Home:	\$165,291
				Legal:	\$56,000
Sub-Total:	\$ 658,289			Total Budgeted for Priority Services:	\$697,699
Title VII/A Services (LTC Ombuds)	\$ 12,168	\$ 12,168	100.0000%	Are Access Services budgeted at minimum 10% of Original ACL Title III-B	Yes
Title VII/EAP Services	\$ 12,485	\$ 12,485	100.0000%	Are In Home Services budgeted at minimum 10% of Original ACL Title III-B	Yes
NSIP	\$ 750,954	\$ 750,954	100.0000%	Are Legal Services budgeted at minimum 6 5% of Original ACL Title III-B	Yes
St. Respite Care (Escheats)	\$ 74,984	\$ 74,984	100.0000%	(Actual % of Legal)	7.02%
MATF	\$ 230,109	\$ 230,109	100.0000%		
St. CG Support	\$ 28,392	\$ 28,392	100.0000%	Title III-B award w/o carryover or transfers in current SGA	\$797,824
MSO Fund-LTC Ombudsman	\$ 16,648	\$ 16,648	100.0000%	Amount budgeted for Program Development:	\$159,564
TCM-Medicaid / CM	\$ 4,118			% of Title III-B Program Development (must be 20% or less)	19.0%
Program Income	\$ 2,801,543			Is Program Development budgeted at 20% or less?	Yes
Total Services:	\$ 10,138,958			Title III-D allotment with carryover.	\$60,951
Grand Total: Ser.+ Admn.	\$ 10,613,312			Amount budgeted for EBDP Activities, per TL#2012-244:	\$60,951
				Is 100% of Title III-D budgeted on APPROVED EBDP?	Yes

**PRIORITY SERVICE SECTION**

Access Services	III-B Budget Amount
a. Care Management	\$0
b. Case Coord/supp	\$292,366
c. Disaster Advocacy	\$0
d. Information & Assis	
e. Outreach	\$122,464
f. Transportation	\$61,578
g. Options Counseling	\$0
<b>Access Total:</b>	<b>\$476,408</b>

(AAA Regional Access Service)

In Home Services	III-B Budget Amount
a. Chore	\$28,605
b. Home Care Assis	\$0
c. Home Injury Cntrl	
d. Homemaking	\$33,502
e. Home Health Aide	\$0
f. Medication Mgt	
g. Personal Care	\$76,184
h. Assistive Device&Tech	\$0
i. Respite Care	\$10,000
j. Friendly Reassure	\$17,000
<b>In Home Services Total:</b>	<b>\$165,291</b>

(AAA Regional In-Home Service)  
(AAA Regional In-Home Service)

Kinship Services	III-E Budget Amount
1. Caregiver Supplmt - Kinship Amount Only	
2. Kinship Support	\$31,663
3. Caregiver E,S,T - Kinship Amount Only	\$0
	\$0
<b>Kinship Services Total:</b>	<b>\$31,663</b>

(Other Title III-E Kinship Service)  
(Other Title III-E Kinship Service)

Title III-B Transfers reflected in SGA	Title III-B Award
Title III-B award w/o carryover in SGA	\$797,824
a. Amt. Transferred into Title III-B	
b. Amt. Transferred out of Title III-B	
<b>AoA Title III-B Award Total:</b>	<b>\$797,824</b>

(Use ONLY If SGA Reflects Transfers)

(Always Enter Positive Number)  
(Always Enter Positive Number)

**NOTE: AoA Title III Part B award for the current FY means total award from AoA without carryover or transfers.**

## Quality Outcome Measures Reporting Form

(6 Month Report Due April 15, 2020 and Annual Final Report Due November 15, 2020)

### 1. Participant Satisfaction Level

Measure: The percentage of the total participant satisfaction survey question responses that are positive; negative; or neutral for:

Care Management	Positive	%	Negative	%	Neutral	%
Case Coordination & Support	Positive	%	Negative	%	Neutral	%

### 2. Participant Quality of Life Satisfaction Level Before and After Receiving Services

Measure: The percentage of the total participant satisfaction survey question responses about quality of life before and after receiving services that are positive; negative; or neutral (based on these two questions to be added to the area agency survey):

A. My quality of life prior to receiving services was:

Care Management	Positive	%	Negative	%	Neutral	%
Case Coordination & Support	Positive	%	Negative	%	Neutral	%

B. My quality of life after receiving services is:

Care Management	Positive	%	Negative	%	Neutral	%
Case Coordination & Support	Positive	%	Negative	%	Neutral	%

### 3. Prevalence of Social Isolation

Measure: The percentage of all participants who are alone for long periods of time or always AND who also report feeling lonely -OR- Participants who are distressed by declining social activity, 90 days prior to assessment/reassessment (or since last assessment if less than 90 days) for:

Care Management	%	Case Coordination & Support:	%
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### 4. Prevalence of Emergency Room Visits and Hospital Stays

Measure: The percentage of all participants who have had one or more hospitalizations or emergency room visits during the last 90 days before the assessment/reassessment (or since last assessment if less than 90 days) for:

Care Management:	%	Case Coordination & Support:	%
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### 5. Prevalence of Inadequate Meals and Dehydration

Measure: The percentage of all participants who in at least 4 of last 7 days prior to assessment/reassessment ate one or fewer meals for:

Care Management:	%	Case Coordination & Support:	%
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Measure: The percentage of all participants who in the last 3 days prior to assessment/reassessment had fluid intake less than 1,000 cc per day (less than four 8 oz. cups/day) for:

Care Management:	%	Case Coordination & Support:	%
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# EMERGENCY MANAGEMENT AND PREPAREDNESS

## Minimum Elements for Area Agencies on Aging FY 2020 Annual Implementation Plan

After each general and nutrition minimum element for emergency preparedness, provide a brief description regarding how the AAA Emergency Preparedness Plan for FY 2020 will address the element.

Area Agency on Aging Region VII Area Agency on Aging
<b>A. General Emergency Preparedness Minimum Elements (required by the Older American's Act).</b>
1. Anticipated expectations during a State or locally declared emergency/disaster. Include having a staff person (the area agency director or their designee) available for communication with AASA staff to provide real time information about service continuity (status of aging network service provider's ability to provide services).
Collaborative efforts with County Governments, Commissions on Aging, and Information Systems  Community support from local agencies, businesses, and health care personnel  Emergency Management Committee and emergency contact lists.
2. Being prepared to identify and report on unmet needs of older individuals.
Recovery strategies include immediate, short-term and long-term response efforts. Establishing communication systems would be a priority; reference hard copies (client information)
3. Being able to provide information about the number and location of vulnerable older persons receiving services from the area agency residing in geographic area(s) affected by the emergency/disaster.
A manual copy is printed monthly and uploaded to the cloud. The disaster list would be used as a reference tool in an emergency.
4. Being able to contact such affected older persons to determine their well-being.
The disaster list contains all pertinent information for vulnerable seniors. Response teams would include telecommunication, establishing support staff for follow-up that may include home visits, and establishing emergency stations at dining sites.
5. Anticipated minimum expectations during a State or locally organized preparedness drill include being available to establish communication between AASA staff and area agency staff and being able to provide information upon request to both state and local emergency operation centers regarding the number and location of vulnerable older individuals residing in geographic areas affected by the drill.
Each county has an Emergency Support Response Team.

**B. Nutrition providers shall work with the respective area agency to develop a written emergency plan. The emergency plan shall address, but not be limited to the following elements:**

1. Uninterrupted delivery of meals to home-delivered meals participants, including, but not limited to use of families and friends, volunteers, shelf-stable meals and informal support systems.

Contractors have an Incident Management Team that assists in directing the Management Team and support staff for county units on Aging to assist with communication efforts, health and food security procedures.

2. Provision of at least two, and preferably more, shelf-stable meals and instructions on how to use for home-delivered meal participants. Every effort should be made to assure that the emergency shelf-stable meals meet the nutrition guidelines. If it is not possible, shelf-stable meals will not be required to adhere to the guidelines.

Contractors provide 5-day emergency meals for short-term emergencies. Contents of food staples and brief instructions on emergency preparedness is included in the box.

3. Backup plan for food preparation if usual kitchen facility is unavailable.

Contractors would coordinate recovery efforts with the existing dining sites for meal preparation; rely on community support from local health care agencies.

4. Agreements in place with volunteer agencies, individual volunteers, hospitals, long-term care facilities, other nutrition providers, or other agencies/groups that could be on standby to assist with food acquisition, meal preparation, and delivery.

United Ways, local organizations, Commodities, Churches, etc.

5. Communications system to alert congregate and home-delivered meals participants of changes in meal site/delivery.

Community Emergency Managers would assist with data recovery, (re)establishing communication systems, local TV, radio, Smart 911 Alerts, and manual records.

6. The plan shall cover all the sites and home-delivered meals participants for each nutrition provider, including sub-contractors of the AAA nutrition provider.

Emergency Action Plan includes Nutrition Services for the senior population as it pertains to Meals on Wheels, Senior Dining Centers.

7. The plan shall be reviewed and approved by the respective area agency and submitted electronically to AASA for review.

Plan is submitted annually as part of request for proposal.

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Michigan Department of Health & Human Services  
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FY2020-2022 Multi Year Plan

FY 2021 Annual Implementation Plan

Region VII Area Agency On Aging

FY 2021

**Approved Multi-Year Plan Highlights**

The Multi-Year Plan Highlights provide an overview of the FY 2020-2021 MYP priorities set by the area agency as approved by the Commission on Services to the Aging. 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 2021 AIP. The FY 2020-2022 MYP Highlights are included as a read-only section. 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 Americans' Act (OAA). The organization is accredited by the National Committee for Quality Assurance (NCQA) and continues with a 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, the Medicaid MI Choice home and community-based waiver, grants and local monies to meet the needs of vulnerable older adults and persons with disabilities.

Region VII AAA's main office is located in Bay City. A satellite office is located in Cass City which provides access to Care Management and MI Choice Waiver services for residents of Huron, Sanilac and Tuscola counties.

To more efficiently serve people in Clare County and the surrounding area, Region VII AAA began co-location of staff in 2018.

Each county in the planning and service area has a senior tax millage which supplements OAA funding and is used by the well-established county units on aging to operate robust service delivery systems.

Region VII AAA has the capacity to provide hospital-to-home Care Transitions. In FY2018, the agency began to employ a pharmacist to do medication reconciliations via Zoom Video Conferencing software. In FY 2019, Region VII AAA received a grant from the Michigan Health Endowment Fund to hire a Primary Care Physician to work with the Care Transitions team. This work enables the agency to bill Medicare for chronic care management and transitional care management.

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

Age progression continues to trend upwards in all counties with 80+ being one of the fastest growing demographics. This has caused a shift towards more in-home supportive services. These individuals that "age in place" will benefit from additional outreach for services such as personal care, transportation, homemaking, home repair, and home delivered meals. The younger senior population have benefitted from the expansion of programs at senior centers such as local entertainment, evidence-based health, wellness, and fitness programs. Our PSA has a diverse age group, a challenge that Region VII AAA attempts to address by understanding the needs of the communities.

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Outreach for Region VII AAA includes Hispanic and African-American persons throughout the PSA.

Some communities in our PSA have unfavorable health rankings for obesity, chronic disease, and smoking. Moreover, individuals aged 60-65 have more complex healthcare needs for chronic disease progression such as diabetes, cardiac care, and cancer. We have seen an increase in the number of people who do not have sufficient retirement income/savings to meet their basic needs and pay for prescription drug plans. In addition, there has been an increase of interest in Kinship Support with many attributing this to the opioid crisis. As these and other issues are continuing to change the scope of Region VII AAA, we continue to have public input sessions, monitor feedback from providers and staff, and reach out to local units of government as well as civic and fraternal organizations in order to adapt to these challenges.

**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. Family caregivers providing supports to an adult age 60 or older, or older adult relatives (age 55 or older) who are raising a relative's child when the biological parent is not in the home may also be eligible for certain services. Title V Senior Employment Program is available to persons who are age 55 and older and in need of job training.

Region VII AAA's top five funded services are:

- Home Delivered Meals
- Congregate Nutrition
- Care Management
- Homemaking
- Adult Day Care

Services contracted to county units on aging and other providers include: Congregate Nutrition, Senior Center Staffing, Kinship/Older Adult Relative program, Caregiver Training, 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 service the most people:

- Long-Term Care Ombudsman
- Home Delivered Meals
- Congregate Meals
- Case Coordination and Support
- Outreach

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

Region VII AAA plans to utilize the State Plan goals 1 through 3 during year one of the Multi-Year Plan (MYP). This includes enhancing our brand recognition, increasing efforts to prevent elder abuse, and maintaining the health and independence of older adults.

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The first goal is to advocate, inform and empower those we serve. This aligns nicely with Region VII AAA's effort to increase brand recognition and engage those who may benefit from our services to contact the organization. Additionally, advocating for the resources necessary to adequately deliver services is crucial to the future of the Area Agency on Aging network at home and across the country. Empowering people who strive to "age in place" to ask for the help they need and to first look to family and informal support helps reduce the burden on the home and community-based service delivery systems allowing more people to be served using public funds.

This leads into the second goal which is to help older adults maintain their health and independence at home and in their community. This is the heart of what we do. The needs of individuals vary greatly as we look across the Access and Service Coordination Continuum. Efforts to weave a stronger safety net and utilize relationships with other community-based organizations will be part of the work in the coming year.

Region VII AAA adopted state plan goal number three which is to promote elder and vulnerable adult rights and justice. The agency continues to look for opportunities for grant-funded projects that can be used to educate older adults and those who support them about the signs of financial exploitation which in recent history is nearly 20% of all inquiries and complaints. Additionally, we will continue to participate in county-based task forces and workgroups designed to thwart abuse, neglect and exploitation.

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

Region VII AAA continues to work on a plan to utilize a Primary Care Physician who will oversee healthcare in the home. This service aligns with the organization's long running experience with home and community-based services and has the potential to improve quality of life for those who use it.

**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.**

Region VII AAA is accredited in long-term care by the National Committee for Quality Assurance (NCQA). Additionally, the agency participated in the MDHHS Clinical Quality Assurance Review (CQAR) in FY 2018 and received a score of 3.87 out of a possible score of 4.00. Region VII continues to determine methods to help increase that score. Changes are routinely implemented to support a person-centered service plan that details the participant's care methods in a structured manner.

**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 may explore a build out of our information and advocacy efforts using volunteers as ambassadors to present at service provider locations to educate and encourage staff to be the "eyes and ears" identifying, linking and making referrals to Region VII AAA and the county unit on aging programs. The base of dedicated staff and volunteers across the region will receive special attention as they encounter a high volume of people likely to benefit from services. Additionally, a component for recognizing when to report suspected abuse, self-neglect, or financial exploitation of a vulnerable adult will be included in the programming.

Region VII AAA is beginning a "friendly caller" program that provides reassurance to people who are aging in place and who may not have adequate informal supports. The goal will be to develop a process that is easily replicated by volunteers throughout the planning and service area.

Region VII AAA dedicates staff time to the review of available fund sources and philanthropic organizations for

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the purpose of longer range project/grant planning.

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

Region VII AAA consulted with Public Sector Consultants to complete a strategic plan during an all-day strategic planning session with Region VII AAA staff, board, advisory council members, and key external stakeholders. The participants identified the strengths and weaknesses of the organization, identified opportunities and threats to being successful, agreed on a common statement of commitment Region VII AAA hopes to achieve as an organization, and identified key goals needed to achieve that commitment.

During this session participants identified where Region VII AAA is doing well, including maintaining excellent staff and quality service offerings, as well as areas where Region VII AAA could use improvement, such as external communications, obtaining funding, and advancing technology systems. Participants also predicted future opportunities, including program expansion, increased community partnerships, and employment openings. The session also anticipated potential risk in the agency's ability to secure enough clients for all future programs, reliance upon government funding, understaffing, and failure to plan for an appropriate timeline.

A commitment statement was developed during this session. "We are committed to a Region VII AAA that advocates on behalf of participants and all community partners, offers choice, and provides quality integrated care." To fulfill this commitment statement, five broad categories were developed: actively seek and engage collaborations and partnerships; develop resources, sustainability and fiscal responsibility; develop stakeholder quality and capacity; provide participant-driven, high-quality, integrated services; and strengthen advocacy, communications, and organizational awareness.

Region VII AAA leadership will continue to work with Public Sector Consultants to refine the ideas that were provided in this planning session, particularly around the mission and goals. In the near future, the board and key staff will come together to confirm the missions and goals discussed in this session and develop strategies to achieve them.

**C. PHYSICAL RESOURCES  
AND  
ECONOMIC DEVELOPMENT  
STANDING COMMITTEE**



## SOIL EROSION AND SEDIMENTATION CONTROL SERVICE AGREEMENT

**THIS AGREEMENT**, made and entered into this \_\_\_\_ day of July, 2020, by and between the **COUNTY OF CLARE**, a municipal corporation and political subdivision of the State of Michigan (hereinafter referred to as "the County"), and the **CLARE CONSERVATION DISTRICT**, a governmental subdivision organized pursuant to Part 93 of 1994 PA 451, as amended (hereinafter referred to as "the District").

**WHEREAS**, the County has adopted a Soil Erosion and Sedimentation Control Program under Part 91 of the Natural Resources and Environmental Protection Act (the "Act"), MCL 324.9101 *et seq.*; and

**WHEREAS**, the County requires assistance in administering and enforcing the Act to ensure compliance with the Act's requirements; and

**WHEREAS**, the District has submitted a proposal to the County to act as the county enforcing agency for the County's Soil Erosion and Sedimentation Control Program (the "Program"); and

**WHEREAS**, the County accepts the District's proposal, subject to the terms and conditions of this Agreement.

**NOW, THEREFORE**, for and in consideration of the mutual covenants hereinafter contained, **IT IS HEREBY AGREED** as follows:

### I. SCOPE OF SERVICES

A. The District shall act as the Clare County Enforcing Agency for the administration and enforcement of all requirements necessary for an effective program of soil erosion and sedimentation control in accordance with the Act. The District's authority shall be limited to those areas in which the County has the jurisdiction to enforce the Act. The services to be performed under this Agreement shall include, but are not limited to, the various Field Duties and Office Duties outlined on the Soil Erosion Scope of Work.

B. The services required under this Agreement shall be performed on a timely basis and in accordance with the Act.

### II. COMPENSATION

A. The District shall be compensated for the services performed as follows:

i. For Fiscal Year 2020-2021, the District will collect and keep all fees associated with the Soil Erosion and Sedimentation Control Program. The District will cover all costs of the program using the fees collected excluding for the materials provided by the County listed in Section III. The District will NOT receive any funding from Clare County for the Soil Erosion and Sedimentation Control Program.

B. In addition to the compensation set forth in subsection A., the District shall retain all violation fees assessed against a landowner. Violation fees shall include late fees, minus the regular permit fee. Unless otherwise agreed to in writing, all fees or costs shall be remitted to the Clare Conservation District.

### III. MATERIALS AND ITEMS TO BE PROVIDED BY THE COUNTY

The County shall provide the use of a computer, printer, desk, chair, maps, file cabinets, telephone, postage machine, and office space. A list of Soil Erosion Equipment was attached to the agreement dated November 1, 2004 and has been incorporated into the office space provided for the Soil Erosion Agent. Telephone charges, Internet charges and postage used shall be repaid to the County within thirty (30) days of receipt of invoice of charges. Such use shall be subject to the Three-Year Agreement between the County of Clare and the Clare District for Copier Machine Usage, Postage Machine Usage, Telephone Usage, Internet Service & Office Space Usage, attached and incorporated by reference as Exhibit A.

## **SOIL EROSION AND SEDIMENTATION CONTROL SERVICE AGREEMENT**

**Upon request and at the discretion of the County, the County shall prosecute for violations of the Act, including but not limited to warning letters and commencement of litigation.**

### **IV. ITEMS TO BE PROVIDED BY THE DISTRICT**

The District shall provide office supplies necessary to conduct the services required by the Agreement, which are not provided by the County as set forth in Section III.

### **V. RETENTION OF RECORDS AND REPORTING REQUIREMENTS**

A. The District, its officers, employees, and agents shall keep complete records of all permits issued and denied, and inspections and enforcement actions taken under the Act during the period in which this Agreement is in effect per the Michigan Department of Environment, Great Lakes, and Energy (EGLE).

B. During the term of this Agreement, the District shall maintain the originals of all documents received and permits issued pursuant to the Act and, if requested, the County shall have access to and copies of all such documentation and permits. In the event that litigation commences, including issuance of warning letters, the District shall provide all documents in the manner requested by the County.

C. Upon termination of this Agreement, the District shall return all documentation and permits to the County.

D. Upon request from the County, the District shall forward copies of all correspondence and documentation arising from its activities under this Agreement, excluding regular permit application correspondence, Part 91 Applications and Permits and Part 301 permits. (See appendix for details.)

E. The District shall submit any other information and reports to the County regarding the services provided under this Agreement as the County may from time to time require. Such information and reports shall be submitted by the District to the County within ten (10) days of the County's request.

F. The documentation provided to and maintained by the District under this Agreement is subject to the Freedom of Information Act, MCL 15.231 *et seq.*

### **VI. MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY (EGLE)**

In the event that the Michigan Department of Environment, Great Lakes, and Energy (EGLE) determines that the County's Program is not satisfactory or is not in compliance with the Act, including but not limited to placing the Program on probation, the County, at its own option, may terminate this Agreement upon written notice to the District. Alternatively, the County, at its option, may allow the District to continue to administer and enforce the Program and may impose any necessary conditions on the District in order to achieve EGLE compliance.

### **VII. COMPLIANCE WITH THE LAW, APPLICABLE LAW AND VENUE**

The District, while engaged in any activity pursuant to this Agreement, shall comply with all applicable Federal, State or local laws, ordinances, rules and regulations, including but not limited to Part 91 of the Act, MCL 324.9101 *et seq.* Breach of this covenant shall be regarded as a material breach of this Agreement.

This Agreement shall be construed according to the laws of the State of Michigan. The venue for the bringing of any legal or equitable action under this Agreement shall be established in accordance with the statutes of the State of Michigan and/or Michigan Court Rules. In the event that any action is brought under this Agreement in Federal Court, the venue for such action shall be the Federal Judicial District of Michigan, Eastern District, Northern Division.

## SOIL EROSION AND SEDIMENTATION CONTROL SERVICE AGREEMENT

### VIII. NONDISCRIMINATION

- A. The District, as required by law, shall not discriminate against any person to be served, or employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, disability that is unrelated to the individual's ability to perform the duties of a particular job or position, height, weight, marital status, or political affiliation. The District shall adhere to all applicable Federal, State and local laws, ordinances, rules, regulations, and policies prohibiting discrimination, including, but not limited to, the following:
- i. The Elliott-Larsen Civil Rights Act, 1976 PA 453, as amended.
  - ii. The Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended.
  - iii. Section 504 of the Federal Rehabilitation Act of 1973, PL 93-112, 87 Stat 355, as amended, and rules adopted there under.
  - iv. The Americans with Disabilities Act of 1990, PL 101-336, 104 Stat 327 (42 USC §12101 *et seq.*), as amended.
- B. Breach of this section shall be a material breach of this Agreement.

### IX. INDEPENDENT CONTRACTOR

It is expressly understood and agreed that the District is an independent contractor. The District and the employees and agents of the District shall in no way be deemed to be and shall not hold themselves out as the employees or agents of the County. The District and its employees and agents shall not be entitled to any fringe benefits which the County affords its employees, such as, but not limited to, health and accident insurance, life insurance, paid vacation leave, paid sick leave or longevity. The District shall be responsible for the payment of salaries, wages and other compensation due its staff for services they perform under this Agreement and for withholding and payment of all applicable taxes, including, but not limited to, income and social security taxes to the proper Federal, State and local governments. The District, as required by law, shall carry workers' compensation insurance coverage for any and all employees it may have, and shall provide the County with proof of said coverage.

### X. INDEMNIFICATION AND HOLD HARMLESS

All liability to third parties, for loss or damage as a result of claims, demands, costs, or judgments arising out of activities, to be carried out by the District in the performance of this Agreement shall be the responsibility of the District, and not the responsibility of Clare County, if the liability, loss, or damage is caused, by, or arises out of, the actions or failure to act on the part of the District, or any appointed officer, employee or agent of the District, provided that nothing herein shall be construed as a waiver of any governmental immunity that has been provided to the District or its officials, employees and agents by statute or court decisions.

### XI. LIABILITY INSURANCE

The District shall purchase and maintain insurance not less than the limits set forth below. All coverage shall be with insurance companies licensed and admitted to do business in State of Michigan and with insurance carriers acceptable to the County and have a minimum A.M. Best Company's Insurance Reports rating of A or A- (Excellent).

- A. Workers' Disability Compensation Insurance. Workers' Disability Compensation

## SOIL EROSION AND SEDIMENTATION CONTROL SERVICE AGREEMENT

Insurance including Employers' Liability Coverage in accordance with all applicable statutes of the State of Michigan.

- B. Professional Liability (Errors and Omissions) Insurance. Professional Liability (Errors and Omissions) Insurance on an "occurrence basis" only with limits of liability of not less than ONE MILLION AND NO/100 DOLLARS (\$1,000,000.00) per occurrence and TWO MILLION AND NO/100 DOLLARS (\$2,000,000.00) aggregate.
- C. General Liability Insurance (occurrence basis only) with the following coverage inclusions:
  - a) Broad Form General Liability Endorsement or equivalent, if not in policy proper.
  - b) Contractual liability.
  - c) The County, and its elected officials, employees and agents shall be included as an Additional Insured. It is expressly understood and agreed that the Contractor's General Liability Insurance coverage required by this subsection shall be primary to the Additional Insured and not contributing with any other insurance or similar protection available to the Additional Insured, whether said other available coverage be primary, contributing or excess.
  - d) The limits of liability for this insurance shall not be less than ONE MILLION AND NO/100 DOLLARS (\$1,000,000) per occurrence, and/or aggregate, combined single limit for Personal Injury, Bodily Injury and Property Damage.
- D. Cancellation Notice. Workers' Disability Compensation Insurance, Professional Liability (Errors and Omissions) Insurance, and General Liability Insurance as described above, shall include on their certificates of insurance, which are to be submitted to the County as required below, an endorsement stating the following: "It is understood and agreed that thirty (30) days advance written notice of cancellation, non-renewal, reduction and/or material change shall be sent to: "Clare County Administrator, 225 W. Main Street, P.O. Box 438 Harrison, Michigan 48625."
- E. Proof of Insurance. The District shall provide to the County, at the time this Agreement is returned by it for execution, two (2) copies of certificates of insurance for each of the policies mentioned above. If so requested, certified copies of policies shall be furnished.
- D. If any of the above coverage's expires during the term of this Agreement, the District shall deliver renewal certificates and/or policies to the party identified in item C of this section.

### XII. AGREEMENT PERIOD

This Agreement shall become effective and performance shall commence on the 1<sup>st</sup> day of October 2018, and shall continue to the 30<sup>th</sup> day of September 2020, at which time it shall be reviewed for renewal or terminated.

The District is not liable for any or all actions completed, required or performed by the County's Soil Erosion Program prior to the effective date of this Agreement.

Notwithstanding any other provision in this Agreement to the contrary, this Agreement may be terminated by the County, with or without cause, upon thirty (30) days prior written notice to the District. In the event this Agreement is prematurely terminated, the District shall be paid on a pro-rated basis as set forth in Section II, for services performed up to the effective date of termination.

# SOIL EROSION AND SEDIMENTATION CONTROL SERVICE AGREEMENT

## XIII. MODIFICATION OR AMENDMENT OF AGREEMENT

This Agreement may be modified or amended only by the written mutual consent of the parties.

## XIV. ASSIGNMENT OR SUBCONTRACTING

The District shall not assign, subcontract or otherwise transfer its duties and/or obligations under this Agreement without the prior written consent of the County.

## XV. DISREGARDING TITLES

The titles of the sections set forth in this Agreement are inserted for the convenience of reference only and shall be disregarded when construing or interpreting any of the provisions of this Agreement.

## XVI. WAIVERS

No failure or delay on the part of the parties in exercising any right, power, or privilege hereunder shall operate as a waiver thereof, nor shall a single or partial exercise of any right, power or privilege preclude any other or further exercise of any other right, power or privilege.

## XVII. COMPLETENESS OF THE AGREEMENT

This Agreement and the attached Exhibits contain all the terms and conditions agreed upon by the Parties and no other agreements, oral or otherwise, regarding the subject matter of this Agreement or any part thereof shall have any validity or bind either of the parties.

## XVIII. SEVERABILITY OF INVALID PROVISIONS

If any clause or provision of this Agreement is rendered invalid or unenforceable because of any State or Federal statute or regulation or ruling by any tribunal of competent jurisdiction, that clause or provision shall be null and void, and any such invalidity or unenforceability shall not affect the validity or enforceability of the remainder of this Agreement. Where the deletion of the invalid or unenforceable clause or provision would result in the illegality and/or unenforceability of this Agreement, this Agreement shall be considered to have terminated as of the date in which the clause or provision was rendered invalid or unenforceable.

## IX. CERTIFICATION OF AUTHORITY TO SIGN AGREEMENT

The persons signing on behalf of the parties to this Agreement certify by their signatures that they are duly authorized to sign this Agreement on behalf of the parties, and that the named parties have authorized this Agreement.

IN WITNESS WHEREOF, the authorized representatives of the parties have fully executed this Agreement as of the day and year first above written.

WITNESSED BY:

\_\_\_\_\_  
Date

COUNTY OF CLARE

By: \_\_\_\_\_  
Chairperson  
County Board of Commissioners

CLARE CONSERVATION DISTRICT

By: \_\_\_\_\_  
John Kennedy, Chairman  
Clare Conservation District

*Melissa Termond*  
\_\_\_\_\_  
Date 6/23/2020



**RESOLUTION TO SUBMIT TO THE ELECTORATE A SPECIAL MILLAGE QUESTION AUTHORIZING FUNDING FOR THE PURPOSE OF MONITORING, CONTROLLING, AND REDUCING GYPSY MOTH OUTBREAKS AND CERTIFYING BALLOT LANGUAGE**

**WHEREAS**, the Board of Commissioners desires to continue to fund the Clare County Gypsy Moth Suppression Program (the "Program"), which protects trees within Clare County by monitoring, controlling, and reducing Gypsy Moth outbreaks; and

**WHEREAS**, Clare County contracts with the Clare Conservation District to administer the Program, which includes, but is not limited to, performing Gypsy Moth egg mass surveys, creating egg mass density maps to designate spray blocks, and conducting aerial sprays; and

**WHEREAS**, millage funds in the amount of one (1) mill were approved by the electorate in 2000 to create and maintain the Program and that millage authorization expired on December 31, 2004; and

**WHEREAS**, following the expiration of the 2000-2004 millage, the Gypsy Moth population declined and costs of maintaining the Program were offset with reserved County and Federal funding; and

**WHEREAS**, the Board of Commissioners of the County of Clare has been advised that there is a need for additional funds to support the Program and reduce the outbreak of Gypsy Moth within Clare County; and

**WHEREAS**, the Board of Commissioners of the County of Clare seeks to have the voters of Clare County determine whether or not they desire to raise funds at a millage rate of .5000 of one (1) mill for a period of five (5) years for the purpose of sustaining the Program so that Clare County can continue to monitor, control, and reduce Gypsy Moth outbreaks.

**NOW, THEREFORE, BE IT RESOLVED**, that the following question be submitted to a vote of the electorate of Clare County at the election to be held on Tuesday, August 4, 2020:

**COUNTY OF CLARE  
GYPSY MOTH SPECIAL MILLAGE QUESTION**

For the purpose of authorizing funding for the Clare County Gypsy Moth Suppression Program to monitor, control, and reduce Gypsy Moth outbreaks in Clare County, shall the constitutional limitation upon the total amounts of taxes which may be assessed in one (1) year upon all property within the County of Clare, Michigan be increased by up to 0.5000 of one (1) mill (\$0.50 per \$1,000.00 of state taxable valuation), for a period of five (5) years, from 2020 through 2024,

inclusive?

If approved and levied in full, this millage will raise an estimated additional \$565,600.67 in the first calendar year of the levy, based on state taxable valuation, to operate the Clare County Gypsy Moth Suppression Program. If approved and levied, a portion of the millage monies raised in their respective jurisdictions may also be captured by the Downtown Development, Local Development Finance Authority and Brownfield Authorities of the Cities of Clare and Harrison, the Downtown Development Authority of the Village of Farwell, the Village of Farwell/Surrey Township Local Development Finance Authority and the Clare County Land Bank Authority pursuant to State law.

Yes

No

**BE IT FURTHER RESOLVED**, that this question is hereby certified to the County Clerk.

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby directed to cause the proposed millage to be stated on the Tuesday, November 4, 2020 ballot and to be prepared and distributed in the manner required by law.

Ayes

Nays

Absent

\_\_\_\_\_  
Jack Kleinhardt, Chairperson  
Clare County Board of  
Commissioners

\_\_\_\_\_  
Lori Martin, Clerk  
Clare County

Dated: \_\_\_\_\_

\\Cstd\company\Client\Clare\Millages\Gypsy Moth\Draft Gypsy Moth Millage.docx

**CLARE COUNTY RESOLUTION NO. 20-**

**RESOLUTION TO SUBMIT TO THE ELECTORATE A SPECIAL MILLAGE QUESTION AUTHORIZING FUNDING FOR THE PURPOSE OF MONITORING, CONTROLLING, AND REDUCING GYPSY MOTH OUTBREAKS AND CERTIFYING BALLOT LANGUAGE**

**WHEREAS**, the Board of Commissioners desires to continue to fund the Clare County Gypsy Moth Suppression Program (the "Program"), which protects trees within Clare County by monitoring, controlling, and reducing Gypsy Moth outbreaks; and

**WHEREAS**, Clare County contracts with the Clare Conservation District to administer the Program, which includes, but is not limited to, performing Gypsy Moth egg mass surveys, creating egg mass density maps to designate spray blocks, and conducting aerial sprays; and

**WHEREAS**, millage funds in the amount of one (1) mill were approved by the electorate in 2000 to create and maintain the Program and that millage authorization expired on December 31, 2004; and

**WHEREAS**, following the expiration of the 2000-2004 millage, the Gypsy Moth population declined and costs of maintaining the Program were offset with reserved County and Federal funding; and

**WHEREAS**, the Board of Commissioners of the County of Clare has been advised that there is a need for additional funds to support the Program and reduce the outbreak of Gypsy Moth within Clare County; and

**WHEREAS**, the Board of Commissioners of the County of Clare seeks to have the voters of Clare County determine whether or not they desire to raise funds at a millage rate of .5000 of one (1) mill for a period of five (5) years for the purpose of sustaining the Program so that Clare County can continue to monitor, control, and reduce Gypsy Moth outbreaks.

**NOW, THEREFORE, BE IT RESOLVED**, that the following question be submitted to a vote of the electorate of Clare County at the election to be held on Tuesday, August 4, 2020:

**COUNTY OF CLARE  
GYPSY MOTH SPECIAL MILLAGE QUESTION**

For the purpose of authorizing funding for the Clare County Gypsy Moth Suppression Program to monitor, control, and reduce Gypsy Moth outbreaks in Clare County, shall the constitutional limitation upon the total amounts of taxes which may be assessed in one (1) year upon all property within the County of Clare, Michigan be increased by up to 0.7500 of one (1) mill (\$0.75 per \$1,000.00 of state taxable valuation), for a period of five (5) years, from 2020 through 2024,

inclusive?

If approved and levied in full, this millage will raise an estimated additional \$848,400.99 in the first calendar year of the levy, based on state taxable valuation, to operate the Clare County Gypsy Moth Suppression Program. If approved and levied, a portion of the millage monies raised in their respective jurisdictions may also be captured by the Downtown Development, Local Development Finance Authority and Brownfield Authorities of the Cities of Clare and Harrison, the Downtown Development Authority of the Village of Farwell, the Village of Farwell/Surrey Township Local Development Finance Authority and the Clare County Land Bank Authority pursuant to State law.

Yes

No

**BE IT FURTHER RESOLVED**, that this question is hereby certified to the County Clerk.

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby directed to cause the proposed millage to be stated on the Tuesday, November 4, 2020 ballot and to be prepared and distributed in the manner required by law.

Ayes

Nays

Absent

\_\_\_\_\_  
Jack Kleinhardt, Chairperson  
Clare County Board of  
Commissioners

\_\_\_\_\_  
Lori Martin, Clerk  
Clare County

Dated: \_\_\_\_\_

**CLARE COUNTY RESOLUTION NO. 20-**

**RESOLUTION TO SUBMIT TO THE ELECTORATE A SPECIAL MILLAGE QUESTION AUTHORIZING FUNDING FOR THE PURPOSE OF MONITORING, CONTROLLING, AND REDUCING GYPSY MOTH OUTBREAKS AND CERTIFYING BALLOT LANGUAGE**

**WHEREAS**, the Board of Commissioners desires to continue to fund the Clare County Gypsy Moth Suppression Program (the "Program"), which protects trees within Clare County by monitoring, controlling, and reducing Gypsy Moth outbreaks; and

**WHEREAS**, Clare County contracts with the Clare Conservation District to administer the Program, which includes, but is not limited to, performing Gypsy Moth egg mass surveys, creating egg mass density maps to designate spray blocks, and conducting aerial sprays; and

**WHEREAS**, millage funds in the amount of one (1) mill were approved by the electorate in 2000 to create and maintain the Program and that millage authorization expired on December 31, 2004; and

**WHEREAS**, following the expiration of the 2000-2004 millage, the Gypsy Moth population declined and costs of maintaining the Program were offset with reserved County and Federal funding; and

**WHEREAS**, the Board of Commissioners of the County of Clare has been advised that there is a need for additional funds to support the Program and reduce the outbreak of Gypsy Moth within Clare County; and

**WHEREAS**, the Board of Commissioners of the County of Clare seeks to have the voters of Clare County determine whether or not they desire to raise funds at a millage rate of .5000 of one (1) mill for a period of five (5) years for the purpose of sustaining the Program so that Clare County can continue to monitor, control, and reduce Gypsy Moth outbreaks.

**NOW, THEREFORE, BE IT RESOLVED**, that the following question be submitted to a vote of the electorate of Clare County at the election to be held on Tuesday, August 4, 2020:

**COUNTY OF CLARE  
GYPSY MOTH SPECIAL MILLAGE QUESTION**

For the purpose of authorizing funding for the Clare County Gypsy Moth Suppression Program to monitor, control, and reduce Gypsy Moth outbreaks in Clare County, shall the constitutional limitation upon the total amounts of taxes which may be assessed in one (1) year upon all property within the County of Clare, Michigan be increased by up to 1.0000 of one (1) mill (\$1.00 per \$1,000.00 of state taxable valuation), for a period of five (5) years, from 2020 through 2024,

inclusive?

If approved and levied in full, this millage will raise an estimated additional \$1,131,201.33 in the first calendar year of the levy, based on state taxable valuation, to operate the Clare County Gypsy Moth Suppression Program. If approved and levied, a portion of the millage monies raised in their respective jurisdictions may also be captured by the Downtown Development, Local Development Finance Authority and Brownfield Authorities of the Cities of Clare and Harrison, the Downtown Development Authority of the Village of Farwell, the Village of Farwell/Surrey Township Local Development Finance Authority and the Clare County Land Bank Authority pursuant to State law.

Yes

No

**BE IT FURTHER RESOLVED**, that this question is hereby certified to the County Clerk.

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby directed to cause the proposed millage to be stated on the Tuesday, November 4, 2020 ballot and to be prepared and distributed in the manner required by law.

Ayes

Nays

Absent

\_\_\_\_\_  
Jack Kleinhardt, Chairperson  
Clare County Board of  
Commissioners

\_\_\_\_\_  
Lori Martin, Clerk  
Clare County

Dated: \_\_\_\_\_

1.

**STATUTORY FINANCE COMMITTEE  
MEETING MINUTES OF  
JUNE 15, 2020**

Per legal counsel opinion, the County Board of Commissioners established a separate meeting for review of claims by the Statutory Finance Committee.

Committee Members Present: Committee Member Strouse and Committee Member Haskell

Committee Member Absent: Jack Kleinhardt

Others present: Commissioner Majewski, Administrator Byard, and Dusty Merritt

Committee Member Strouse called the meeting to order at 9:00 a.m.

**PUBLIC COMMENT**

None

**COMMITTEE ITEMS**

1. June 15, 2020 claims  
It was moved by Commissioner Majewski, seconded by Committee Member Haskell approve the June 15, 2020 general fund claims submitted in the amount of \$146,563.37, motion carried.

**PUBLIC COMMENT**

Next meeting date will be June 29, 2020 at 9:00 a.m.

Meeting adjourned at 9:40 a.m.

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Lori Martin, Clerk  
Clare County Finance Committee

**STATUTORY FINANCE COMMITTEE  
MEETING MINUTES OF  
JUNE 29, 2020**

Per legal counsel opinion, the County Board of Commissioners established a separate meeting for review of claims by the Statutory Finance Committee.

Committee Members Present: Committee Member Strouse, Committee Member Haskell, and Committee Member Kleinhardt

Committee Member Absent: Jack Kleinhardt

Others present: Commissioner Dale Majewski

Committee Member Strouse called the meeting to order at 9:00 a.m.

**COMMITTEE ITEMS**

1. June 29, 2020 claims

It was moved by Commissioner Majewski, seconded by Committee Member Haskell approve the June 29, 2020 general fund claims submitted in the amount of \$75,941.10, **motion carried**

Next meeting date will be July 13, 2020 at 9:00 a.m.

Meeting adjourned at 9:40 a.m.

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Lori Martin, Clerk  
Clare County Finance Committee

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MONTHLY EXPENDITURES					
Jun-20					
GENERAL FUND	PARKS & RECREATION	FRIEND OF COURT	GYPSY MOTH	PUBLIC BLDG IMPROVEMENT	
101	208	215	239	245	
\$ 811,542.96	\$ -	\$ 28,944.15	\$ 303,375.96	\$ -	\$ 1,143,863.07
BLDG/ELECT DEPT	AUTOMATION FUND	INDIGENT DEFENSE FUND	911 SERVICE	LOCAL CORR CPL LICENSING	
249	256	260	261	263	
\$ 18,146.59	\$ 40.50	\$ 31,705.97	\$ 48,431.56	\$ 42.55	\$ 98,367.17
LOCAL CORR OFFICERS	DRUG LAW	OWI FORFEITURE	CLARE/GLADWIN		
TRAIN FUND	INF FUND	FUND	RECOVERY CRT	LAW LIBRARY	
264	265	267	268	269	
\$ -	\$ 145.37	\$ 295.72	\$ 4,112.20	\$ 429.37	\$ 4,982.66
HOUSING	COMM DEV ESCROW	COUNCIL ON AGING	SOCIAL SERVICES	CHILD CARE PROBATE	
274	275	288	290	291	
\$ 271.12	\$ -	\$ 102,216.80	\$ 296.04	\$ 13,778.47	\$ 116,562.43
CHILD CARE SOCIAL SERV	SOLDIERS/ SAILORS RELIEF	VETERANS TRUST	AIRPORT	VETERANS SPECIAL PROJECTS	
292	293	294	295	296	
\$ -	\$ -	\$ -	\$ 836.96	\$ 304.00	\$ 1,140.96
CRTHOUSE RENOV DEBT	BLDG AUTH DEBT	BROWNFIELD DEBT FUND	ANIMAL SHELTER	CO CONST LOAN	
366	370	380	413	466	
\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ 500.00
BROWNSFIELD AUTH-REV LOAN	BROWNSFIELD E P A	LAND BANK AUTHORITY	TAX REVOLVING	TAX FORECLOSURE FUND	
480	486	515	516	518	
\$ -	\$ -	\$ -	\$ 31,478.16	\$ 4,853.99	\$ 36,332.15
TRANSIT	JAIL COMMISS FUND	TECHNOLOGY	HEALTH INSURANCE	T & A	
588	595	644	677	701	
\$ -	\$ 3,353.69	\$ -	\$ -	\$ 73,404.83	\$ 76,758.52
LIBRARY	CLEARING FUND	DRAIN	LAKE LEVEL	LAKE IMPROVEMENT	
721	777	801	841	845	
\$ -	\$ 258,455.30	\$ 33,464.29	\$ 4,423.17	\$ -	\$ 296,342.76
<b>GRAND TOTAL</b>	<b>\$ 1,774,849.72</b>				
		101 GENERAL FUND	\$ 1,774,849.72		
			\$ (811,542.96)		
		ALL OTHER FUNDS	\$ 963,306.76		







# LINE ITEM TRANSFER/BUDGET ADJUSTMENT # 108

REQUESTING DEPARTMENT: Veterans

DATE: 6/29/20

(FY 2020)

### INCREASE

Acct.#	101-000.553.000	\$7,000.00
Acct.#		
<b>TOTAL</b>		<b>\$7,000.00</b>

### INCREASE

Acct.#	101-682-900.000	\$7,000.00
Acct.#		
<b>TOTAL</b>		<b>\$7,000.00</b>

*[Handwritten Signature]*

Department Head/Authorized Signature

.....  
**DO NOT WRITE BELOW THIS LINE**  
 .....

Verification:

- |    |                                |       |  |
|----|--------------------------------|-------|--|
|    | Finance/Budget Committee _____ | _/_/_ |  |
| 1. | Finance Chair _____            | _/_/_ |  |
| 2. | Board Chair _____              | _/_/_ |  |
| 3. | Administrator _____            | _/_/_ |  |

Action  
 Req: \_\_\_\_\_











**LINE ITEM TRANSFER/BUDGET ADJUSTMENT # 20 - 114**

REQUESTING DEPARTMENT: Administrator      DATE: 7/8/2020

EXPLANATION OF REQUEST (explain fully) Transfer to cover shortfall

**FROM**

Acct. #	292-663-998,900	Child Care EFB	\$25,000.00
Acct. #			
Acct. #			\$25,000.00

**TO**

Acct. #	292-663-701.000	Child Care Exp Control	\$25,000.00
Acct. #			
Acct. #			\$25,000.00

Department Head/Authorized Signature

DO NOT WRITE BELOW THIS LINE

Verification:

Finance/Budget Committee

1. Finance Chair \_\_\_\_\_ / /
2. Board Chair \_\_\_\_\_ / /
3. Administrator \_\_\_\_\_ / /

Action  
Req: \_\_\_\_\_

CIRCUIT/PROBATE COURT DATE: 7/8/2020

ADDRESSING BUDGET LINE OVERAGES

FROM:	AMOUNT	TO:	AMOUNT
291-662-699-101 Trans In	\$25,000.00	291-662-801.002 Monthly Offset	\$25,000.00
101-131-801.002 Contract Serv	\$500.00	101-131-727.000 Office Supplies	\$500.00

\*\*\*\*\*

Verification:

Finance/Budget Committee \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 Finance Chair \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 Board Chair \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 Adminstrator \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

S/ Darrell A. Schlese  
 Darrell A. Schlese  
 Court Administrator