

# AGENDA

## HUMAN SERVICES COMMITTEE

111 S. Michigan Ave., Room 200, Saginaw, MI 48602

**Monday, January 6, 2020 – 4:00 p.m.**

Members: Amos O’Neal – Chair, James Theisen – Vice-Chair, Sheldon Matthews, Carl Ruth, Michael Webster

Others: Controller, Civil Counsel, Finance Director, Personnel Director, Board Staff, *The Saginaw News*, WSGW

- I. Call to order
- II. Welcome
- III. Public comment (*Speakers limited to 3 minutes*)
- IV. Agenda

1. **Approval of 2020 Committee and Board Session Calendar** (*Attached*)

2. **William W. Stanuszek, Director, Mosquito Abatement Commission, re:**

- **1-21-1** presenting its 2019 Annual Report for review and discussion  
(*Distributed to all Commissioners*)

- V. Miscellaneous
- VI. Adjournment

Saginaw County  
Governmental Center  
111 S. Michigan Avenue  
Saginaw, MI 48602

# County of Saginaw Board of Commissioners



**Michael A. Webster, Chair**

PHONE (989) 790-5267

[BOC@SAGINAWCOUNTY.COM](mailto:BOC@SAGINAWCOUNTY.COM)

FAX (989) 790-5569

January 30, 2020

**COMMISSIONERS**

DISTRICT #1  
KATHLEEN K. DWAN

DISTRICT #2  
CHARLES M. STACK

DISTRICT #3  
KIRK W. KILPATRICK

DISTRICT #4  
SHELDON MATTHEWS

DISTRICT #5  
JAMES G. THEISEN

DISTRICT #6  
KYLE R. HARRIS

DISTRICT #7  
CHERYL M. HADSALL

DISTRICT #8  
DENNIS H. KRAFFT

DISTRICT #9  
AMOS O'NEAL

DISTRICT #10  
CARL E. RUTH

DISTRICT #11  
MICHAEL A. WEBSTER

**CANCELLATION NOTICE**

**HUMAN SERVICES COMMITTEE**

TO: Amos O'Neal, Chair  
James Theisen, Vice-Chair  
Sheldon Matthews  
Carl Ruth  
Michael Webster

As addressed -

Please be advised that the **Monday, February 3, 2020** meeting of the Human Services Committee has been **CANCELLED**.

Should you have any questions, do not hesitate to call me.

Sincerely,

**Suzy Koeplinger**  
Board Coordinator

c: Robert Belleman, Controller/CAO  
Koren Thurston, Finance Director  
Jennifer Broadfoot, Personnel Director  
Civil Counsel  
Agenda/Summary Distribution List  
*The Saginaw News*  
WSGW

**BOARD STAFF**

SUZY KOEPLINGER  
BOARD COORDINATOR

CINDY L. LOUCHART  
ASSISTANT BOARD COORDINATOR

SUE ARCEO  
BOARD ASSISTANT

# AGENDA

## HUMAN SERVICES COMMITTEE

111 S. Michigan Ave., Room 200, Saginaw, MI 48602

**Monday, March 2, 2020 – 4:00 p.m.**

Members: Amos O’Neal – Chair, James Theisen – Vice-Chair, Sheldon Matthews, Carl Ruth, Michael Webster

Others: Controller, Civil Counsel, Finance Director, Personnel Director, Board Staff, *The Saginaw News*, *WSGW*

- I. Call to order
- II. Welcome
- III. Public comment (*Speakers limited to 3 minutes*)
- IV. Agenda

1. **Jessica Sargent, Director, Commission on Aging, re:**

- **3-17-1** Submitting its FY 2019 Annual Report (*Receive & File*)

2. **Christina Harrington, Health Officer, Health Department, re:**

- Update on the Coronavirus (SARS-CoV-2 or COVID-19)

- V. Miscellaneous
- VI. Adjournment



# COUNTY OF SAGINAW

## BOARD OF COMMISSIONERS

*Michael A. Webster, Chairman*

Saginaw County Governmental Center  
111 S. Michigan Avenue • Saginaw, Michigan 48602  
Phone (989) 790-5267 • Fax (989) 790-5569 • Email boc@saginawcounty.com

## STATE OF MICHIGAN

## COUNTY OF SAGINAW

**NOTICE IS HEREBY GIVEN:** The following committee meeting(s) that were scheduled for the week of **April 6 - 10, 2020** have been cancelled as follows:

DISTRICT #1  
KATHLEEN K. DWAN

DISTRICT #2  
CHARLES M. STACK

DISTRICT #3  
KIRK W. KILPATRICK

DISTRICT #4  
SHELDON MATTHEWS

DISTRICT #5  
JAMES G. THEISEN

DISTRICT #6  
KYLE R. HARRIS

DISTRICT #7  
CHERYL M. HADSALL

DISTRICT #8  
DENNIS H. KRAFFT

DISTRICT #9  
AMOS O'NEAL

DISTRICT #10  
CARL E. RUTH

DISTRICT #11  
MICHAEL A. WEBSTER

<u>COMMITTEE</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>PLACE</u>
<del>Human Services</del> Cancelled	<del>Monday</del>	<del>6<sup>th</sup></del>	<del>4:00 p.m.</del>	<del>Rm. 200</del>
<del>Courts &amp; Public Safety</del> Cancelled	<del>Tuesday</del>	<del>7<sup>th</sup></del>	<del>4:00 p.m.</del>	<del>Rm. 200</del>
<del>County Services</del> Cancelled	<del>Wednesday</del>	<del>8<sup>th</sup></del>	<del>4:00 p.m.</del>	<del>Rm. 200</del>
<del>Budget/Audit</del> Cancelled	<del>Thursday</del>	<del>9<sup>th</sup></del>	<del>4:00 p.m.</del>	<del>Rm. 200</del>

**NOTE:** Any committee matters to go before the Board at its April 21, 2020 session will be reviewed at an Executive Committee meeting on Tuesday, April 14, 2020 at 4:00 p.m. via Zoom.

**PURPOSE:** To consider matters pending before the committee, or as noted.

*Meetings are open to all members of the public under Michigan's Open Meeting Act. Individuals with disabilities requiring auxiliary aids or services should contact the Board Office by writing to the address or calling the phone number listed on this letterhead.*

STAFF –

SUZY KOEPLINGER  
BOARD COORDINATOR

CINDY L. LOUCHART  
ASSISTANT BOARD COORDINATOR

Sue Arceo  
Board Assistant

**Minutes available for inspection in the Board Office.**

**POSTED:** April 3, 2020  
**Board Office Initials:** sek



# COUNTY OF SAGINAW

## BOARD OF COMMISSIONERS

*Michael A. Webster, Chairman*

Saginaw County Governmental Center  
111 S. Michigan Avenue • Saginaw, Michigan 48602  
Phone (989) 790-5267 • Fax (989) 790-5569 • Email boc@saginawcounty.com

## STATE OF MICHIGAN

### COUNTY OF SAGINAW

**NOTICE IS HEREBY GIVEN:** The following committee meeting(s) that were scheduled for the week of **May 4 - 8, 2020** have been cancelled as follows:

DISTRICT #1  
KATHLEEN K. DWAN

DISTRICT #2  
CHARLES M. STACK

DISTRICT #3  
KIRK W. KILPATRICK

DISTRICT #4  
SHELDON MATTHEWS

DISTRICT #5  
JAMES G. THEISEN

DISTRICT #6  
KYLE R. HARRIS

DISTRICT #7  
CHERYL M. HADSALL

DISTRICT #8  
DENNIS H. KRAFFT

DISTRICT #9  
AMOS O'NEAL

DISTRICT #10  
CARL E. RUTH

DISTRICT #11  
MICHAEL A. WEBSTER

<u>COMMITTEE</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>PLACE</u>
<del>Human Services</del> Cancelled	<del>Monday</del>	<del>4<sup>th</sup></del>	<del>4:00 p.m.</del>	<del>Rm. 200</del>
<del>Courts &amp; Public Safety</del> Cancelled	<del>Tuesday</del>	<del>5<sup>th</sup></del>	<del>4:00 p.m.</del>	<del>Rm. 200</del>
<del>County Services</del> Cancelled	<del>Wednesday</del>	<del>6<sup>th</sup></del>	<del>4:00 p.m.</del>	<del>Rm. 200</del>
<del>Budget/Audit</del> Cancelled	<del>Thursday</del>	<del>7<sup>th</sup></del>	<del>4:00 p.m.</del>	<del>Rm. 200</del>

**NOTE:** Any committee matters to go before the Board at its May 19, 2020 session will be reviewed at an Executive Committee meeting on Tuesday, May 12, 2020 at 4:00 p.m. via Zoom.

**PURPOSE:** To consider matters pending before the committee, or as noted.

*Meetings are open to all members of the public under Michigan's Open Meeting Act. Individuals with disabilities requiring auxiliary aids or services should contact the Board Office by writing to the address or calling the phone number listed on this letterhead.*

STAFF –

SUZY KOEPLINGER  
BOARD COORDINATOR

CINDY L. LOUCHART  
ASSISTANT BOARD COORDINATOR

Sue Arceo  
Board Assistant

**Minutes available for inspection in the Board Office.**

**POSTED:** May 1, 2020  
**Board Office Initials:** sek

# AGENDA

## HUMAN SERVICES COMMITTEE

111 S. Michigan Ave., Room 200, Saginaw, MI 48602

**Monday, June 1, 2020 – 4:00 p.m.**

**VIA TELECONFERENCE PER  
EXECUTIVE ORDER 2020-75**

Members: Amos O’Neal – Chair, James Theisen – Vice-Chair, Sheldon Matthews, Carl Ruth,  
Michael Webster

Others: Controller, Civil Counsel, Finance Director, Personnel Director, Board Staff, *Media*

***The Human Services Committee meeting will be held via Zoom online meeting platform.  
As the County Building is closed to the public, the meeting is open remotely  
to the public to follow along and participate during the public portion of the meeting, as follows:***

County of Saginaw is inviting you to a scheduled Zoom meeting.

**Topic:** See Agenda below

**Date/Time:** June 1, 2020 04:00 PM EST

Join Zoom Meeting: <https://zoom.us/j/8024441727> Meeting ID: 802 444 1727

### **INSTRUCTIONS using ZOOM audio conferencing:**

**Dial: 1 (877) 853-5257 or 1 (888) 475-4499 US Toll-free and enter Meeting ID: 802 444 1727**

- I. Call to order
- II. Welcome
- III. Public comment (*Speakers limited to 3 minutes*)
- IV. Agenda

1. **William W. Stanuszek, Director, Mosquito Abatement Commission, re:**

- **6-16-6** Update on Mosquito Control Services during the COVID-19 Pandemic  
(*Receive and File*)

2. **Christina Harrington, Health Officer, Health Department, re:**

- Update on the Coronavirus (SARS-CoV-2 or COVID-19)

3. **Lt. Mark Przybylski, Emergency Operations Manager, Sheriff Department, re:**

- Update on the 2020 Flood Recovery Operations in Saginaw County

4. **INFORMATIONAL COMMUNICATIONS (To be received and filed in committee)**

- **6-16-2** **REGION VII AREA AGENCY ON AGING** sending notice that it is accepting letters of intent from public, private for-profit, and non-profit incorporated entities interested in applying for FY 2021 funds to provide services for persons age 60 and older

- V. Miscellaneous
- VI. Adjournment



**HUMAN SERVICES**

William W. Stanuszek, Director



May 26, 2020

Michael Webster, Chairman  
Saginaw County Board of Commissioners  
111 South Michigan Ave.  
Saginaw, MI 48602

6-16-6

RECEIVED  
SAGINAW COUNTY  
BOARD OF COMMISSIONERS  
2020 MAY 27 PM 12: 23

**RE: Update on Mosquito Control Services during the COVID-19 Pandemic**

Dear Chairman Webster,

The Saginaw County Mosquito Abatement Commission continues efforts to provide public health services with respect to the control of mosquitoes and the diseases they transmit. Under the COVID-19 pandemic, services and operations have changed to ensure precautions are in place for the health of our staff as well as the public. While the coronavirus has limited some of our services, community level mosquito control will continue in Saginaw County. We intend to make every effort to provide the best semblance of mosquito control for the residents of Saginaw County, while taking precautions to inhibit the spread of the coronavirus.

Some challenges due to COVID-19 go beyond the necessary social precautions. The inability to acquire necessary state certifications has delayed the start of a fair portion of our seasonal staff, i.e. we have a smaller staff going into the season. Due to social precautions and a smaller staff, the following services have been impacted: personal yard sprays, household scrap tire collection, and public education presentations.

We are offering solutions to most of the impacted services, such as scheduled household scrap tire drop-offs at our facility. We have also increased our use of social media, as well as updating our website as to the impact of COVID-19. When social precautions ease and staffing levels improve services will return.

This season has had early success thanks to the hard work of our staff. Our Spring Aerial Control Program treated a record amount of spring mosquito habitat, with over 52,000 acres treated. We are also fortunate to have a good portion of returning seasonal staff to address the immediate needs of the community, and they are currently doing their best to address the multiple mosquito challenges. We are also very appreciative of the Saginaw County Health Department's assistance with respect to COVID-19 planning.

Protecting public health from mosquito-borne disease remains our goal, and we will do what is possible with respect to the impacts of COVID-19. I plan to attend the upcoming Human Services Committee meeting to further discuss our operations and answer any questions.

Sincerely,

William W. Stanuszek  
Director



# REGION VII AREA AGENCY ON AGING



YVONNE CORBAT, CHAIR

BOB BROWN, EXECUTIVE DIRECTOR

2 YEARS

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

**TO:** Parties Registered on the RFP Mailing List  
**FROM:** Bob Brown, Executive Director  
**DATE:** May 8, 2020  
**SUBJECT:** Call for Letters of Intent

*BB/sg*

6-16-2

RECEIVED  
 SAGINAW COUNTY  
 BOARD OF COMMISSIONERS  
 2020 MAY 19 PM 4:51

The Region VII Area Agency on Aging is accepting *Letters of Intent* from public, private for-profit and non-profit incorporated entities interested in applying for FY 2021 (October 1, 2020 - September 30, 2021) funds to provide services for persons age 60 and older. The counties included in Region VII AAA are: Bay, Clare, Gladwin, Gratiot, Huron, Isabella, Midland, Saginaw, Sanilac and Tuscola.

Attached are the geographic service areas, proposed allocations, and the service categories for which funds will be awarded through the competitive FY 2021 Request for Proposal process.

Please note that the section noted for the Allocation Plan for Multi-Year providers is only available to providers who have received the Multi-Year Contract. Letters of Intent from other providers will not be accepted for those programs.

All Region VII Area Agency on Aging contractual obligations are subject to the availability of State and Federal funds. (Please note: The funding levels for each service category published in the attachments labeled Annual Allocation Plan for Contracted Services FY 2021 are *subject to change* due to availability of funds from the state and federal government.)

A *Letter of Intent* form is enclosed. Instructions are included on the reverse side of the form. If interested in participating in the FY 2021 Request for Proposal (RFP) process, the *Letter of Intent* form must be completed and submitted to Region VII Area Agency on Aging office on or before 4:00 p.m. on Friday, May 29, 2020.

Please note that these are contracted funds available for the fiscal year beginning October 1, 2020. If you participate in a Purchase of Service program with Region VII AAA or the MI Choice Waiver Program, you are not obligated to take part in this process to participate in those programs.

If you would like additional information, please contact Jackie Gilles or Barb Hair, Contract Specialists, at (989) 893-4506 or 1-800-858-1637.

1615 S. EUCLID AVENUE  
 BAY CITY, MI 48706

989-893-4506 ■ FAX 989-893-3770

1-800-858-1637 ■ WAIVER FAX 989-893-2651

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

6240 W. MAIN STREET  
 CASS CITY, MI 48726

1-800-276-2137 ■ 989-872-5477

FAX 989-872-5691



**REGION VII AREA AGENCY ON AGING**  
**1615 S. EUCLID AVENUE**  
**BAY CITY, MI 48706**

**MULTI-YEAR ALLOCATION PLAN**  
**FOR CONTRACTED SERVICES**  
**FY 2021**

<u>Service Area</u>	<u>County</u>	<u>Service Category</u>	<u>FY 2021</u>
1	Bay	Congregate Nutrition	\$80,821
1	"	Home Delivered Meals	271,984
11	"	Case Coordination & Support	58,685
11	"	Homemaking	70,632
11	"	Personal Care	19,818
11	"	Adult Day Care	75,761
11	"	Caregiver Training	13,072
11	"	Caregiver Training	13,072
		<b>SUBTOTAL</b>	<b>\$603,845</b>
2	Clare	Congregate Nutrition	\$35,092
2	"	Home Delivered Meals	105,642
12	"	Case Coordination & Support	22,789
12	"	Personal Care	16,495
12	"	Homemaking	21,835
12	"	Respite Care	12,687
12	"	Senior Center Staffing	4,473
12	"	Caregiver Training	7,626
		<b>SUBTOTAL</b>	<b>\$226,639</b>
13	Gladwin	Adult Day Care	10,366
			<b>\$10,366</b>
4	Gratiot	Congregate Nutrition	\$29,742
4	"	Home Delivered Meals	73,516
14	"	Case Coordination & Support	29,070
14	"	Homemaking	9,052
14	"	Home Repair	13,330
14	"	Chore	11,339
14	"	Personal Care	27,292
14	"	Respite Care	17,129
14	"	Senior Center Staffing	8,546
14	"	Adult Day Care	11,129
14	"	Caregiver Training	7,372
		<b>SUBTOTAL</b>	<b>\$237,517</b>

	<u>County</u>	<u>Service Category</u>	<u>FY 2021</u>
9	Sanilac	Congregate Nutrition	\$33,177
9	"	Home Delivered Meals	144,842
19	"	Case Coordination & Support	21,663
19	"	Transportation	7,445
19	"	Chore	4,077
19	"	Adult Day Care	20,067
19	"	Caregiver Training	11,130
19	"	Personal Care	20,940
19	"	Respite Care	9,084
19	"	Homemaking	28,488
		<b>SUBTOTAL</b>	<b>\$300,913</b>
10	Tuscola	Congregate Nutrition	\$19,858
10	"	Home Delivered Meals	168,214
20	"	Case Coordination & Support	30,790
20	"	Transportation	7,872
20	"	Chore	6,418
20	"	Adult Day Care	24,215
20	"	Caregiver Training	12,093
20	"	Personal Care	24,988
20	"	Respite Care	7,265
20	"	Homemaking	35,917
		<b>SUBTOTAL</b>	<b>\$337,630</b>
		<b>Total of County Allocations</b>	<b>\$3,476,255</b>
21	Saginaw	Personal Care	133,810
21	"	Homemaking	106,646
21	"	Respite Care	45,752
		<b>Saginaw In-Home Subtotal</b>	<b>\$286,208</b>
22	Saginaw	Minority Outreach/Advocacy	75,000
23	Saginaw	Senior Center Staffing/ Minority Outreach / Transportation	40,685
24	Thumb	Minority Outreach/Advocacy	20,000
		<b>Special Programs Subtotal</b>	<b>\$135,685</b>
		<b>GRAND TOTAL</b>	<b>\$3,898,148</b>

**REGION VII AREA AGENCY ON AGING**  
**1615 S. EUCLID AVENUE**  
**BAY CITY, MI 48706**

**ANNUAL ALLOCATION PLAN**  
**FOR CONTRACTED SERVICES**  
**FY 2021**

Service Area	County	Service Category	FY 2021
3	Gladwin	Congregate Nutrition	\$33,750
3	"	Home Delivered Meals	95,895
13	"	Case Coordination & Support	19,749
13	"	Personal Care	17,289
13	"	Homemaking	18,612
13	"	Respite Care	12,091
13	"	Senior Center Staffing	3,669
13	"	Caregiver Training	6,873
		<b>SUBTOTAL</b>	<b>\$207,928</b>
12	Clare	Adult Day Care	17,791
	"	<b>SUBTOTAL</b>	<b>\$17,791</b>
16	Midland	Personal Care	10,000
	"	<b>SUBTOTAL</b>	<b>\$10,000</b>
25	All 10 Counties	Long Term Care Ombudsman	\$84,262
26	All 10 Counties	Legal Assistance	56,000
27	All 10 Counties	Elder Abuse Prevention	12,485
		<b>Total Other Programs</b>	<b>\$152,747</b>
		<b>GRAND TOTAL</b>	<b>\$388,466</b>

# AGENDA

## HUMAN SERVICES COMMITTEE

111 S. Michigan Ave., Room 200, Saginaw, MI 48602

**Monday, August 3, 2020 – 4:00 p.m.**

**VIA TELECONFERENCE PER  
EXECUTIVE ORDER 2020-154**

Members: Amos O’Neal – Chair, James Theisen – Vice-Chair, Sheldon Matthews, Carl Ruth, Michael Webster

Others: Controller, Civil Counsel, Finance Director, Personnel Director, Board Staff, *Media*

***The Human Services Committee meeting will be held via Zoom online meeting platform. As the County Building is closed to the public except by appointment, the meeting is open remotely to the public to follow along and participate during the public portion of the meeting, as follows:***

County of Saginaw is inviting you to a scheduled Zoom meeting.

**Topic:** See Agenda below

**Date/Time:** August 3, 2020 04:00 PM EST

Join Zoom Meeting: <https://zoom.us/j/8024441727> Meeting ID: 802 444 1727

**INSTRUCTIONS using ZOOM audio conferencing:**

**Dial: 1 (312) 626-6799 or 1 (929) 436-2866 and enter Meeting ID: 802 444 1727**

- I. Call to order
- II. Welcome
- III. Public comment (*Speakers limited to 3 minutes*)
- IV. Agenda

1. **Jessica Sargent, Director, Commission on Aging, re:**

- **8-25-11** Submitting its request for funding to Region VII Area Agency on Aging to administer its programs in FY 2020/2021

2. **INFORMATIONAL COMMUNICATIONS (To be received and filed in committee)**

- **8-25-6** **REGION VII AREA AGENCY ON AGING** sending notice that applicants eligible for grant funding will be submitting a summary and budget to the County Board of Commissioners
- **8-25-7** **REGION VII AREA AGENCY ON AGING** submitting its proposed Annual Plan for FY2021
- **8-25-8** **SAGINAW COUNTY COMMUNITY ACTION COMMITTEE, INC (CAC)** submitting its application to Region VII Area Agency on Aging to administer the Minority Senior Outreach and Advocacy Program, effective October 1, 2020 through September 30, 2021

- **8-25-9** **ASCENSION ST. MARY'S** submitting its application to Region VII Area Agency on Aging for funding for its Guardian Angel Respite & Adult Day Services in FY 2021

V. Miscellaneous

VI. Adjournment



# SAGINAW COUNTY COMMISSION ON AGING

...Providing Services, Programs and Opportunities for Older Adults...

# HUMAN SERVICES

MEMO

8-25-11

July 27, 2020

Honorable, Michael A. Webster, Chair  
Saginaw County Board of Commissioners  
111 S. Michigan Avenue  
Saginaw, MI 48602

2020 JUL 30 AM 9:52

RECEIVED  
SAGINAW COUNTY  
BOARD OF COMMISSIONERS

**RE: 2021 APPLICATION SUMMARY FEDERAL/STATE FUNDING THROUGH REGION VII AREA AGENCY ON AGING**

Dear Chair Webster:

Attached to this correspondence is a summary of the Commission on Aging's application to the Region VII Area Agency on Aging for FY 2020/21 funding for the following services:

Case Coordination and Support  
Senior Center Operations  
Home Delivered Meals  
Minority Outreach Program  
Minority Transportation Services

Senior Center Staffing  
Congregate Nutrition Services  
Care Giver Support Program  
Minority Senior Center Staffing  
In-Home Support Services

As required by the State of Michigan, Offices of Services to the Aging, I am required to inform the local Board of Commissioners with intent to file a Request for Proposal for these services. These funds are already included in our County Budget since the County Budget comes before the RFP. At this point we have not received a formal notice that our RFP has been approved. Should there be a change, we will make the necessary changes to the county budget through the regular process.

I ask that this summary be put on the August Human Services Meeting and I will be there to answer any questions or concerns you may have.

Sincerely,

Jessica L. Sargent  
Director

**SAGINAW COUNTY COMMISSION ON AGING**

***2021 APPLICATION SUMMARY  
FEDERAL/STATE FUNDING THROUGH  
REGION VII AREA AGENCY ON AGING***

### FY 2021 RFP

The Saginaw County Commission on Aging is submitting application for FY 2021 State and Federal Funds through the Region VII Area Agency on Aging for service programs for persons age 60 and older in Saginaw County. The State of Michigan requires that all applications be presented to the local Board of Commissioners for their review and approval. State and Federal funds awarded by Region VII require a 10% local match, which may be either a cash match with millage funds, in-kind goods or services, or a combination thereof. Please be aware that this is a RFP and at the time of your review, these grants have not been awarded. These funds are awarded through a competitive Request for Proposal process. The service categories and allocations for which funding is sought are as follows:

SERVICE CATEGORY	FY 2020 ALLOCATION	FY 2021 ALLOCATION
Case Coordination & Support	\$90,592	\$98,092
Senior Center Staffing	13,000	18,000
Senior Center Operations	9,000	12,000
Caregiver Support Program	49,761	50,173
Congregate Nutrition Program	115,731	120,731
Home Delivered Meals	374,660	399,660
Minority Outreach/Senior Center Staffing/Transportation	40,685	40,685
In Home Support Services	275,075	286,208
<b>TOTAL</b>	<b>\$968,504</b>	<b>\$1,025,549</b>

The FY 2021 funds reflect an increase of \$7,500 for Case Coordination and Support, \$5,000 increase for Senior Center Staffing, \$3,000 increase for Senior Center Operations, \$412 increase for Caregiver Support Program, \$5,000 increase for Congregate Nutrition, \$25,000 increase for Home Delivered Meals, \$11,133 increase for In Home Support Services. For all programs an increase of \$57,045.

These funds are already included in our County Budget since the County Budget comes before the RFP. A full RFP summary will go to the Board of Commissioners in the August meeting for approval as required by the State of Michigan, Office of Services to the Aging.

## **1. CASE COORDINATION & SUPPORT (CCS)**

**Service Objective:** COA proposes to provide **7,790 units of CCS** and serve **1,638 clients**.

**Work Statement:** The Case Coordination & Support service refers to the provision of a comprehensive assessment of needs for the older client, with a complementing role of arranging for other community services or assistance from relatives, friends and other informal supports as needed. The components of CCS include:

- Intake activities.
- A comprehensive assessment of the client's needs, including the Home Delivered Meals assessment, using a standardized format.
- Reassessment of need at least once every 6 months for an active client.
- The development of a plan of care, or service plan, designed to address the client's needs as identified through the assessment.
- Arranging for appropriate community services and/or informal assistance by relatives, friends, neighbors, volunteers, etc.
- Follow-up and monitoring of the services and assistance as specified in the plan of care.
- Assisting the client to gain access to other public benefit or entitlement programs for which she/he may be eligible, such as Medicaid, Supplemental Security Income (SSI), Veterans' Benefits, DHS Adult Home Help Services, DHS Emergency Needs, etc.
- Transportation to and from a client's home conjunction with the above activities.
- Information and referral, outreach, and distribution of commodities in accord with the 30% limitation established by Region VII for these types of CCS related activities.

**Target Group and Service Area:** Case Coordination & Support is available to older residents in throughout the County of Saginaw, urban, rural, and suburban.

Eligible CCS clients are county residents age 60 and older. However, priority is given to frail clients with multiple, complex needs. This means that efforts are made to target CCS to persons who, due to illness, disability or declining health, require assistance from community service agencies or family, friends and neighbors in order to continue living independently in their own home. A multiple needs client is one who requires some level of assistance in more than one of the following areas: mobility and transferring, eating, toileting, bathing/grooming, dressing, housekeeping, essential shopping and meal preparation. In that the minority elderly, and in particular low-income, have traditionally been under-served in relation to their representation within the older population, special efforts will be undertake to serve this segment of the population.

**Staffing:** The proposed Case Coordination & Support staffing plan shall consist of four full-time & one part-time professional Case Managers, and social work student interns when available. Full-time CCS professional staff qualifications include a minimum of a bachelor's degree in a human service field and/or appropriate training and experience that enables the individual to effectively determine an older client's needs and match those needs with appropriate services. COA proposes to provide appropriate in-service training specifically structured to increase the

staff's knowledge and understanding of the programs and clients and improve service delivery skills.

## **2. SENIOR CENTER STAFFING**

**Service Objective:** COA proposes to furnish **1,999 units of Senior Center Staffing (SCS) and serve 175 clients**

**Work Statement:** This service program furnishes staff support for the center directors at the Eleanor Frank Senior Center and the Marie Davis Center, The center director is responsible for overseeing the operation of a variety of programs and administrative duties within the centers. This category also partially funds the Activities/Volunteer Coordinator.

A unit of Senior Center Staffing is one (1) hour of staff time worked.

**Targeted Population and Service Area:** Senior Center Staffing is targeted to persons age 60 and older who demonstrate greatest economic need and greatest social need. The geographic area covered by the staffing position at Marie Davis is the east side of Saginaw. The area covered by the Eleanor Frank Center and the West Side Center is north and northwest Saginaw City and township.

**Staffing:** The SCS staffing plan is comprised of two part-time Center Coordinators, and one Activities/Volunteer Coordinator.

## **3. SENIOR CENTER OPERATIONS**

**Service Objective:** COA proposes to furnish **1748 units (HOURS OF OPERATION) of Senior Center Operations (SCO) and serve 102 clients**

**Work Statement:** This service program provides support for the operations of the Marie Davis Senior Center. Support includes utility costs, communications costs, and building repairs/maintenance costs. A unit of SCO is one hour of center operation; i.e. generally each hour during which the center is open for programs and/or services.

**Target Population and Service Area:** The target population for Senior Center Operations is the low-income minority older population. The Marie Davis Senior Center serves primarily African-American elderly. The geographical area covered by the program is the East and North areas of Saginaw City.

## **4. CAREGIVER SUPPORT PROGRAM**

**Service Objective:** COA proposes to furnish **1,730 units of Care Giver Support Services/serve 192 clients.**

**Work Statement:** The Care Giver Support Program is a service which provides an opportunity for care givers to obtain new skills and additional knowledge and support for taking care of their

older love ones. To be eligible to participate in the Care Giver Support Program, either the care giver or the receiver of care must be at least 60 years of age. Another component of the Care Giver Support Program is the services provided to older adults who are at least 55 years of age and taking care of relative children under the age of 18; Support Groups, information and referral, assistance with support services for children are provided through contact as required and quarterly Kinship Care Support Groups and meetings.

Support Groups are provided for program participants twice a month, as well as individual services targeted to assist the caregiver with expressed needs. Depending on available Federal Funding, a yearly Caregiver Conference is provided to program participants and the general public. The conference addresses all the issues which may affect the wellbeing of the caregiver and the person(s) they are taking care of.

Target Population and Service Area: County of Saginaw

Staffing: The staffing plan consists of two part-time Case Workers, and one part-time Care Management Coordinator.

## 5. CONGREGATE MEALS

Service Objective: COA proposes to provide **48,291 units (MEALS)** and serve **985 clients**.

Work Statement: The Congregate Nutrition program provides a nutritionally balanced, daily meal for older persons in strategically located group settings throughout the County. The congregate meal service is currently available at 11 centers and sites operated by the Saginaw County Commission on Aging.

Westside Friendship Center  
Buena Vista Center  
Eleanor A. Frank Multipurpose Center  
Freeland Center  
Maple Grove Center  
Chesaning Center

Frankenmuth Center  
Marie Davis Center  
South Colony Center  
Brady Center  
Hemlock Center

The congregate nutrition service includes the provision of a monthly nutrition education program and other appropriate nutrition services.

Targeting and Service Area: The congregate nutrition program is targeted to older persons in greatest economic and greatest social need, with emphasis on serving the low income, minority older population. This complies with federal, state and regional requirements.

Staffing: The proposed congregate nutrition staffing plan is comprised of 6 part-time and 3 on-call assigned center coordinators. In addition, the congregate staffing plan includes a pro-rated share of kitchen staffing and cook's positions at the Central Kitchen and Maple Grove Scratch Kitchen and pro-rated share of the full time Nutrition Program Supervisor position and support staff.

Services Delivery Mechanism: The process by which a prospective participant becomes active

in the program is summarized as follows:

1. Contact is made through either the senior center or main office by phone or walk in.
2. Clerical personnel inform participant of centers that serve congregate meals.
3. Contact is made by the participant by calling the center of choice, speaking to the center coordinator at least, 24 hours in advance to reserve a meal or center manager contacts prospective participant per main office referral.
5. Participant attends center, is asked to provide basic personal information, and is provided with a congregate meal.

OR

1. Participant contacts senior center by phone or walk ins requesting information..
2. Center Coordinator informs client of various services offered by the Commission on Aging.
3. Center Coordinator completes intake information on client.
4. Center Coordinator refers client to case manager for more in depth assessment or information if necessary.

## **6. HOME DELIVERED MEALS**

**Service Objective:** COA proposes to provide **159,335 units (MEALS) of Home Delivered Meals (HDM)** and **serve 1,131 eligible older clients** (Units reflect the total number of home delivered meals funded by this grant COA supports additional meals with millage funds).

**Work Statement:** The Home Delivered Meals service will provide a nutritionally sound, daily hot meal to homebound older persons. The service will be available 5 days per week. An HDM client shall be determined to be homebound, physically or mentally unable to attend a congregate meals site or to adequately prepare his/her own meal, and to lack the necessary informal supports in his/her living arrangements to assure the provision of a daily nutritious meal. While basic intake information is obtained at the time the request for assistance is made, for eligibility determination, a comprehensive assessment of need is conducted if HDM service continues for more than 10 days. Once the client is determined eligible for HDM, the client is assigned to a route. Meals are delivered by trained volunteers. A monthly nutrition education component is also provided.

**Target Group and Service Area:** All HDM clients must be determined to be homebound and unable to prepare (or have prepared) a nutritionally balanced meal. Priority in the provision of service is given to frail, isolated older persons who, because of physical or mental impairment or disability, are unable to participate in the congregate program. Home Delivered Meals are distributed through centers and meal sites.

**Staffing:** The HDM staffing plan is comprised of a pro-rated portion of the Nutrition Program Manager and support staff positions, pro-rated portions of the site Coordinator/Nutrition Supervisor, kitchen staff positions, Home Delivered Meals Technician and Delivery Drivers.

## **7. MINORITY OUTREACH**

**Service Objective:** COA proposes to provide **867 units (ONE HOUR OF SERVICE) of information and assistance and serve 254 eligible older clients.**

**Work Statement:** The Minority Outreach Program is designed to locate and assist minority seniors age 60 and above who are residents of Saginaw County. The program provides a comprehensive assessment of needs for the older client, with a complementing role of arranging for other community services or assistance from relatives, friends and other informal supports as needed. Services are designed to specifically assist those seniors who are not proficient in the English language. Staffs in this program are bi-lingual. The components of the Minority Outreach program include:

- Intake activities including an assessment of the client's needs and situational problem.
- Assisting the client to gain access to other public benefit or entitlement programs for which she/he may be eligible, such as Medicaid, Supplemental Security Income SSI), Veterans' Benefits, Department of Human Services, and Adult Home Help
- A follow-up contact is made after a 30 day period to ensure that the documented need has been fulfilled.

**Target Group and Service Area:** All minority outreach clients must be at least age 60 and above.

**Staffing:** The Minority Outreach staff is comprised of a part-time person who is bi-lingual and has knowledge of the community at large.

## **8. TRANSPORTATION (MINORITY OUTREACH)**

**Service Objective:** COA proposes to provide **2,246 (ONE WAY TRIPS) and serves 23 eligible older clients.**

**Work Statement:** The Transportation Program funded under this category will provide rides to minority seniors who attend the Friendship Center as well as other minority seniors who are in need for medical appointment transportation, etc.

**Target Group and Service Area:** All minority outreach clients must be at least age 60 and above, attend the Friendship Center and/or require transportation to medical appointments, pharmacies.

**Staffing:** Transportation services are provided by two on-call vehicle drivers.

## **9. SENIOR CENTER STAFFING – FRIENDSHIP CENTER (CONGREGATE MINORITY CENTER)**

**Service Objective:** COA proposes to provide **1,038 units (ONE HOUR OF STAFFING) and serve 104 eligible older clients.**

**Work Statement:** Senior Center Staffing provides services to the Friendship Center, which is a minority congregate senior center site serving Hispanic seniors who are at least 60 years of age.

Target Group and Service Area: Seniors attending this center must be at least 60 years of age with emphasis on staffing who are bi-lingual

Staffing: Senior Center Staffing is comprised of a part-time employee who is bi-lingual.

## **10. IN-HOME SUPPORT SERVICES PROGRAM**

Service Objective: COA proposes to provide **4,105 units (ONE HOUR OF STAFFING)** and **serve 160 eligible older clients.**

Work Statement: The In-Home Support Services Program will provide assessment and coordinated care for those elderly citizens, age 60 or above, who are in need of assistance with in-home supports such as personal care, light housekeeping and respite care for the caregiver. These in-home supports are inclusive of other services the Commission on Aging provides to seniors such as home delivered meals, information and referral and transportation. All support services are provided with the goal of ensuring that elderly people can remain safe and secure in the environment they have chosen to live in.

Target Group and Service Area: The In-Home Support Services Program will target Saginaw County older adults who are in greatest economic and greatest social need who are in need of support services such as personal care, light housekeeping, and respite care for the person's caregiver.

Staffing: This program is comprised of two part-time Case Workers, one part-time registered nurse, and 8 hours of clerical assistance.



# REGION VII AREA AGENCY ON AGING



YVONNE CORBAT, CHAIR

BOB BROWN, EXECUTIVE DIRECTOR

# HUMAN SERVICES

YEARS

June 8, 2020

8-25-6

RECEIVED  
SAGINAW COUNTY  
BOARD OF COMMISSIONERS  
2020 JUN 17 PM 12:26

Michael A. Webster, Chair  
Saginaw County Commissioners  
111 S. Michigan Ave.  
Saginaw, MI 48602

Dear Mr. Webster:

The Region VII Area Agency on Aging Request for Proposal process has begun. Each Applicant for grant funds available in your county will be submitting a summary, up to three (3) pages, of its application narrative and a copy of its budget(s). The summary and budgets must be submitted on or before June 24, 2019.

The Board of Commissioners may submit any written comments regarding an application(s) for their county to the Area Agency on Aging office, 1615 S. Euclid Avenue, Bay City, MI 48706. The comments must be received on or before July 9, 2019, in order to be considered by the AAA Board of Directors.

If you have any questions or concerns regarding this process, please contact Barb Hair or Jackie Gilles, Contract Specialists 989-893-4506.

Sincerely,

Stacey Dudewicz  
Project Manager

SD/bh

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

1615 S. EUCLID AVENUE  
BAY CITY, MI 48706

989-893-4506 ■ FAX 989-893-3770  
1-800-858-1637 ■ WAIVER FAX 989-893-2651

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

6240 W. MAIN STREET  
CASS CITY, MI 48726

1-800-276-2137 ■ 989-872-5477  
FAX 989-872-5691



REGION VII AREA AGENCY ON AGING

HUMAN SERVICES



YVONNE CORBAT, CHAIR

BOB BROWN, EXECUTIVE DIRECTOR

2 YEARS

June 30, 2020

8-25-7

RECEIVED  
SAGINAW COUNTY  
BOARD OF COMMISSIONERS  
2020 JUL -7 AM 11:55

Saginaw County Commissioners  
Michael A. Webster, Chair  
111 S. Michigan Ave.  
Saginaw, MI 48602

Dear Chair Webster:

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*  
CF4F9B88A34F44B...  
Bob Brown  
Executive Director

BB/bh

Enclosure

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

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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 access services 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. 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.

**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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Michigan Department of Health & Human Services  
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**Region VII Area Agency On Aging**

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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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Michigan Department of Health & Human Services  
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FY 2021

**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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Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

FY2020-2022 Multi Year Plan

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**Region VII Area Agency On Aging**

FY 2021

**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**

STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
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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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**Region VII Area Agency On Aging**

**FY 2021**

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

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FY 2021

**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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**FY 2021**

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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Michigan Department of Health & Human Services  
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FY 2021

**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.



Saginaw County Community Action Committee, Inc.  
 2824 Perkins Street  
 Saginaw, MI 48601  
 (989)-753-7741  
 (989)-753-2439 (Fax)

# HUMAN SERVICES

Lillie L. Grays  
 Executive Director

Brenda F. Moore  
 Chairperson

8-25-8

RECEIVED  
 SAGINAW COUNTY  
 BOARD OF COMMISSIONERS  
 2020 JUL - 1 PM 4:33

June 17, 2020

Honorable Chair and Members of the Saginaw County  
 Board of Commissioners Saginaw County Governmental  
 Center 111 So. Michigan Avenue  
 Saginaw, MI 48602

Dear Chairman and Board of Commissioners:

Saginaw County Community Action Committee, Inc. (CAC) will submit an application to Region VII Area Agency on Aging to administer the Minority Senior Outreach and Advocacy Program, effective October 1, 2020 thru September 30, 2021

As a part of the application process, CAC is required to forward to the Chairperson of the Board of Commissioners, a project narrative and budget. That information is submitted under this cover letter.

Should you have questions, please feel free to contact me.

Sincerely,

Lillie Grays  
 Executive Director

LG

**SAGINAW COUNTY COMMUNITY ACTION COMMITTEE, INC.**  
**SENIOR OUTREACH**  
**OCTOBER 1, 2020 through SEPTEMBER 30, 2021**

<u>COST CATEGORY</u>	<u>REGION BUDGET 20/21</u>
SALARIES	51,528.00
FRINGES	14,790.00
CONSULTANT & CONTRACTS	0.00
AUDIT	325.00
TRAVEL	100.00
OCCUPANCY	5,000.00
SUPPLIES	907.00
TRAINING	0.00
COMMUNICATIONS	600.00
OTHER	<u>1,750.00</u>
SUB TOTAL	75,000.00
IN-KIND	8,333.00
OTHER RESOURCE	20,044.00
TOTAL	<u><u>103,377.00</u></u>



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Lillie L. Grays  
Executive Director

Brenda F. Moore  
Chairperson

**SAGINAW COUNTY COMMUNITY ACTION COMMITTEE, INC. (CAC)  
MINORITY SENIOR OUTREACH AND ADVOCACY PROJECT  
OCTOBER 1, 2020 - SEPTEMBER 30, 2021**

**I. PROJECT NARRATIVE**

Saginaw County Community Action Committee, Inc. (CAC) will administer the Minority Senior Outreach and Advocacy (MSOA) program to identify and link eligible low-income seniors with available services to meet their needs.

The agency will expand outreach in northeast Saginaw County, adjacent areas and "inner city" Buena Vista Township. These areas have been determined to have the greatest number of senior citizens, 60 years and older, in general and minority senior citizens, in particular. However, Saginaw County will serve as boundaries for this project.

In general, the project will operate to:

- 1) Identify eligible seniors, primarily minority
- 2) Refer and link seniors to available community services
- 3) Refer and link seniors to wrap around services of the CAC
- 4) Refer seniors to the Commission on Aging case management
- 5) Advocate on behalf of seniors at state, local and federal levels, and
- 6) Follow-up to ensure that their needs are met.

Statistics and data from the State and Region VII Area Agency on Aging suggest a need for an on-going, concentrated effort to reach minority seniors and to bring them into the mainstream of the existing elderly services network to meet their needs.



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Brenda F. Moore  
Chairperson

## II. PROPOSED PROJECT GOALS AND OBJECTIVES

### A. GOALS

- 1) To identify and serve eligible seniors, 60 years or older, in Saginaw County, with an emphasis on persons with the greatest economic and social needs and those residing in concentrated low-income designated communities, particularly in Northeast Saginaw County and the "inner city" of Buena Vista Township.
- 2) To provide units of service through outreach, advocacy, referral and follow-up activities, to link eligible seniors to existing programs and service-provider agencies that target the elderly population.

### B. OBJECTIVES FOR ACCOMPLISHMENT

- 1) The CAC will administer the MSOA Program. The CAC will staff the program with trained outreach workers. The agency will use other resources to support clerical and direct supervision of staff as in-kind, where possible. We will house the MSOA Program in the City of Saginaw, Community Action Center, located at 2824 Perkins Street, Saginaw. Staff will canvass areas where significant concentrations of low-income minority seniors reside and provide outreach to likely sites throughout Saginaw County. Staff will identify and link seniors to needed services on an ongoing basis.
- 2) The CAC Minority Senior Outreach and Advocacy Program is designed to identify and contact isolated older persons and link them to appropriate services. Trained staff will maintain a resource file/directory of available services to respond to requests for such assistance. Appropriate client records will facilitate and document all client specific activity.
- 3) Outreach staff will complete initial intake, assessment and pre-screening to determine clients' needs for services. MSOA Workers will:
  - a. Interview the Senior and complete the intake application;
  - b. Assess the customer's needs by completing a baseline assessment;
  - c. Create a customer file in our data management system;
  - d. Obtain required documentation;
  - e. Maintain all client-specific documents in limited access files to assure strict confidentiality;
  - f. Make appropriate referrals based upon the needs identified from the assessment;
  - g. Upload all documents into the FACS-Pro/Data management system;
  - h. Complete follow-up contacts on a 30, 60 or 90 day interval as needed;



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**Lillie L. Grays**  
**Executive Director**

**Brenda F. Moore**  
**Chairperson**

- 4) MSOA Staff will maintain cooperative agreements with; Commission on Aging, Visiting Nurses/Special Services, Vocational Rehabilitation, Citizens for Better Care, Human Development Commission, Underground Railroad, Erwin-Senior Estates and Legal Services of Eastern MI to name a few. Staff will also refer seniors to existing programs where appropriate. Staff will collaborate with community partners to ensure that the needs of seniors are met, that they are treated with respect and that they are able to live healthy and socially productive lives with dignity.
- 5) Primarily, clients will enter the MSOA Program through:
  - SORA staff efforts
  - Intra and inter-agency referrals;
  - Periodic press releases and public service announcements
  - Flyers, posters, handbills and/or brochures
  - Presentations and dissemination of information at agency and community events;
  - Coordination with other senior program activities;
  - Senior Education activities, and
  - Word-of-mouth.
- 6) The CAC will publicize the MSOA program and available services, through the use of one or more newsletter, newspaper, radio and television announcements. Staff will distribute brochures and other printed materials through civic, labor, religious and business organizations. Staff and agency partners will display flyers and posters in public buildings, business places, senior centers and nutrition sites. The program shall utilize whatever means is most effective in reaching the target population. Potential clients will also learn about program services through the direct actions of the MSOA outreach team and the agency website [www.saginawcac.org](http://www.saginawcac.org).
- 7) Staff will conduct on-site presentations and distribute program information at places where immobile seniors may reside and at appropriate agencies/organizations which target the mental or physically disabled.



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Executive Director

Brenda F. Moore  
Chairperson

### III. HISTORY OF APPLICANT ORGANIZATION

The Saginaw County Community Action Committee, Inc. (CAC) is a private, non-profit, (501-C-3), agency that has served low-to-moderate-income and disadvantaged individuals and families residing in Saginaw County for more than 53 years. Our primary mission is to promote opportunities to assist families in attaining self-sufficiency. In addition, we advocate on behalf of targeted populations to improve the overall quality of life.

In carrying out this mission, CAC serves as an umbrella organization for a variety of services, including:

- Senior Outreach and Advocacy
- Affordable housing/homeownership/rental opportunities
- Weatherization Assistance - LIHEAP
- Weatherization Assistance - DOE
- Outreach, Information and referral
- FEMA- Emergency shelter assistance
- MEAP- Emergency Metered Utility assistance
- Elderly and Disabled Home Repairs Program
- Unity in the Community Neighborhood Association
- Keep It Moving Program
- Minor Home Repairs
- Food Pantry
- Family Self-Sufficiency Case Management
- Urban Gardening
- TEFAP Food & Nutrition Program
- Financial Literacy/Credit Recovery
- Medicare Improvements for Patients and Providers Act
- Steeping Into Success



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**Executive Director**

**Brenda F. Moore**  
**Chairperson**

For more than five decades, CAC has attained a successful track record for establishing and nurturing a variety of public and private partnerships at local, state and federal levels to ensure that the needs of the poor and disadvantaged are met. Implementation of programs and services are affected through networking efforts, cooperative liaison and agreements with a host of existing organizations and services.

General management of the programmatic and fiscal affairs of the organization is vested with a 12-15 member Policy Board of Directors. This body composed of public officials, private individuals and representatives of the poor, who meet monthly to ensure effective and efficient operations of the agency.

The agency employs a very capable well-trained staff possessing years of experience and a demonstrated sensitivity for working with culturally diverse populations.

To this end, CAC has determined that the needs of the minority senior population in Saginaw County require a focused and concentrated approach to provide a meaningful impact on improving their overall quality of life.



**Ascension  
St. Mary's Hospital**

**HUMAN  
SERVICES**

8-25-9

RECEIVED  
SAGINAW COUNTY  
BOARD OF COMMISSIONERS  
2020 JUL - 7 AM 11:55

**Saginaw County Board of Commissioners  
111 S. Michigan Avenue  
Saginaw, MI 48601**

**Dear Saginaw County Board of Commissioners,**

**Ascension St. Mary's Hospital Guardian Angel Respite & Adult Day Services will be applying for the service provider contract for FY 2021 through the Region VII Area Agency on Aging. The contract will provide funding to Guardian Angel for Adult Day Care in Saginaw County for fiscal year 2021. This notification advises the Board of Commissioners of the opportunity to comment on submitted applications on or before July 7, 2020.**

**The FY 2021 adult day services funding allocation is projected to provide 26,455 hours of service to 79 clients/participants attending Guardian Angel Services. The FY 2021 adult day services funding allocation is estimated to serve 45 clients with income levels below the 185% poverty level at the greatest economic need (GEN) and 15 clients at low income minority (LIM). It is also estimated that the funding allocation will serve 3 clients age 60+ that are unable to perform three or more ADL's and 7 clients age 60+ with a cognitive impairment (CI). The target population for Guardian Angel Services will include any adults, ages 18 years and older, with a disability or chronic illness of any type, who is not a danger to themselves or others. This may include adults with intellectual disabilities, physical disabilities, or neurological impairments i.e., Alzheimer's disease, Traumatic Brain Injuries, and Stroke.**

**The Guardian Angel Respite & Adult Day Services is a non-profit community service of Ascension St. Mary's Hospital. The program has two locations in Saginaw. One is located at 7540 Davis Road and a second facility at 801 Howard Street. Guardian Angel completed expansion of the current day program at the Howard Street location to specialize in services to adults ages 55 and older who experience conditions such as: Dementia, Alzheimer's, Parkinson's disease, Huntington's disease, and other mentally debilitating conditions that are affecting the individuals engagement in their personal interests and ability to participate in daily activities. This additional program currently has the capacity to serve 15 participants per day, five days per week.**

**The Guardian Angel Respite & Adult Day Services is a specialized full-service adult day care program operating under a social and medical model. The program services adults who need supervised care in a safe place outside the home during the day. Guardian Angel provides care to Saginaw County adults who have some form of disability, chronic illness or special needs. The program participants suffer with**

**Guardian Angel Respite & Adult Day Services  
7540 Davis Rd.  
Saginaw, MI 48604**

**989-753-0824  
ascension.org/michigan**

developmental disabilities, physical disabilities and/or neurological impairments such as Dementia/Alzheimer's Disease, Stroke, Cerebral Palsy and Down syndrome.

Since its opening in 1999, Guardian Angel Respite & Adult Day Services has grown significantly offering new services to an ever-growing program population. As a vital part of the continuum of supportive services for families, respite services helps to prevent out-of-home placement and, in many situations, delays nursing home placement. Guardian Angel Respite & Adult Day Services also assists in preventing abuse and neglect situations, preserves the family unit, and supports family stability while simultaneously providing the participants with social and therapeutic activities to increase their independent living skills. The program's focus is to provide program participants with a stimulating, caring, warm atmosphere fostering independence. The program affords caregivers respite from the demanding responsibilities of caregiving. Their loved ones can take advantage of services up to five days per week in a loving and nurturing environment.

The Guardian Angel program provides comprehensive skilled health care including the following:

- A full range of interdisciplinary professionals to meet the physical, emotional, and social needs of participants and family caregivers.
- Professional nursing care for medication management as well as access to social workers, dieticians and exercise physiologists.
- On-site physical therapy, occupational therapy and speech therapy services.
- One direct care worker for every five participants, facilitating individualized, person-centered care enabling staff to care for increasingly complex needs.
- Can be a provider of long-term day care, transitional care, and short-term rehabilitation following hospital discharge.

Guardian Angel provides the following services to its participants:

- Social activities – interaction with other participants in planned activities appropriate for their conditions
- Transportation – door-to-door services
- Meals and snacks – participants are provided with meals and snacks meeting dietary guidelines
- Personal care – help with toileting, grooming, eating and other personal activities of daily living
- Therapeutic activities – exercise and mental interaction for all participants
- Community outings

The participants are involved in educational and therapeutic activities that foster physical, emotional, social, and cognitive growth with the greatest emphasis placed on increasing independence in activities of daily living facilitating movement towards increased living opportunities. All participants' needs are assessed in these areas and activities are planned according to their functional and/or cognitive abilities. The Guardian Angel program environment promotes participants to learn through active exploration and interaction with other adults.

**Mission:** The Guardian Angel Respite & Adult Day Services strives to foster a caring atmosphere by protecting and watching over individuals with disabilities, chronic illness, or other special needs by providing a warm and safe haven and respite (relief) to their families to enhance their quality of life.

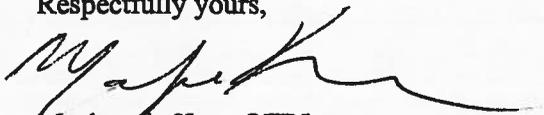
**Philosophy:** Guardian Angel Respite & Adult Day Services believes that individuals with special needs must be treated as a person first and foremost and their challenges are secondary.

**Mission and Core Values of St. Mary's of Michigan:** Rooted in the loving ministry of Jesus as healer, we commit ourselves to serving all persons, with special attention to those who are poor and vulnerable. Our Catholic health ministry is dedicated to spiritually centered, holistic care, which sustains and improves the health of individuals and communities. We are advocates for a compassionate and just society through our actions and our words.

The Joint Commission has surveyed the Guardian Angel Program and found them to meet the requirements for the Behavioral Health Care Accreditation Program. The program also meets program participation guidelines from Region VII, Saginaw County Community Mental Health, the Veterans Administration, A&D Waiver Program and Michigan Department of Transportation. Our annual patient satisfaction scores have consistently been at 100% when asking if our program would be recommended to others in the community.

Thank you for your consideration in providing Ascension St. Mary's Hospital Guardian Angel Respite & Adult Day Services with FY 2021 funding. If you have any questions, or would like additional information, please contact me at (989) 907-7345.

Respectfully yours,



Mackenzie Kerr, OTRL  
Respite Services Manager

Agency: Ascension St Mary's Guardian

Budget Period: 10/1/2020 to

9/30/2021

**SERVICE CATEGORIES**

**PLANNED EXPENDITURES**

LINE ITEMS	Program Name 1	2	3	4	5	6	7	8	9
	Adult Day							TOTAL	Admin
Salaries	581,995.36							581,995.36	64,700
Fringe Benefits	145,498.75							145,498.75	14,538
Personal Svc. Contracts									
Travel/Conferences	2,300.00							2,300.00	1,800
Supplies	8,100.00							8,100.00	2,100
Equipment									
Occupancy	41,944.00							41,944.00	
Communications	2,100.00							2,100.00	2,100
Other	61,462.00							61,462.00	3,000
<b>TOTAL</b>	<b>843,400.11</b>							<b>843,400.11</b>	<b>88,238</b>
Program Income (minus)	159,744							159,744.00	
<b>NET COSTS</b>	<b>683,656</b>							<b>683,656</b>	<b>88,238</b>
<b>FUNDING SOURCES</b>									
Area Agency Funds (90%)		121,427						121,427	
Local Match (10%)		13,492						13,492	
Cash									
In-Kind		13,492						13,492	
Other Resources		548,737						548,737	
<b>TOTAL FUNDS</b>	<b>683,656</b>							<b>683,656</b>	

Adm %  
10.46%

CERTIFICATION:



SIGNATURE OF AGENCY DIRECTOR

DATE

10/25/2020



**SUPPORT SERVICES BUDGET DETAIL**

Agency: Ascension St Mary's Guardian

**SERVICE CATEGORIES**

	1	2	3	4	5	6	7	8	9	10	11	Other
Personal Svc. Contracts	Adult Day						TOTAL	Admin	In-Kind	Resources		
TOTAL Personal Svc Contracts												
Travel	Adult Day	Total Miles	Rate	Total			TOTAL	Admin	In-Kind	Resources		
Staff Travel		3,000	0.545	1,635			1,635	100		1,300		
Conferences												
Out of town conferences					665		665	500		500		
TOTAL Travel/Conferences							2,300	600		1,800		
Supplies	Adult Day						TOTAL	Admin	In-Kind	Resources		
Direct Services					5,100		5,100			5,100		
Administration					2,500		2,500	2,100		2,500		
Copying/Printing					500		500			500		
TOTAL Supplies					8,100		8,100	2,100		8,100		
Equipment	Adult Day											
TOTAL Equipment												
Occupancy	Adult Day						TOTAL	Admin	In-Kind	Resources		
Facility 1920 sq ft x 6.25					12,000		12,000	1,800		12,000		
Facility 2800 sq ft x 6.25					17,500		17,500	2,438		17,500		
Utilities					12,444		12,444	1,867		11,405		
TOTAL Occupancy					41,944		41,944	6,105		40,905		
Communications	Adult Day						TOTAL	Admin	In-Kind	Resources		
Phone					2,100		2,100	2,100		2,100		
TOTAL Communications					2,100		2,100	2,100		2,100		
Other	Adult Day						TOTAL	Admin	In-Kind	Resources		
Gasoline					33,070		33,070			33,070		
Groceries					21,622		21,622			21,622		
Dues/permits/advertising					2,170		2,170			2,000		
Miscellaneous					4,600		4,600	3,000		1,770		
TOTAL Other					61,462		61,462	3,000		58,462		



Agency: Ascension St. Mary's Guardian Angel

Supportive Services

Service	Clients	Units	GEN	LIM	3 or more ADLS	CI	Cost per Client	Cost per Unit	Service Area
Adult Day Services	79	26,455	45	15	3	7	1701	5.10	17

# AGENDA

## HUMAN SERVICES COMMITTEE

111 S. Michigan Ave., Room 200, Saginaw, MI 48602

**Tuesday, September 8, 2020 – 4:00 p.m.**

**VIA TELECONFERENCE PER  
EXECUTIVE ORDER 2020-154**

Members: Amos O’Neal – Chair, James Theisen – Vice-Chair, Sheldon Matthews, Carl Ruth, Michael Webster

Others: Controller, Civil Counsel, Finance Director, Personnel Director, Board Staff, *Media*

***The Human Services Committee meeting will be held via Zoom online meeting platform. As the County Building is closed to the public except by appointment, the meeting is open remotely to the public to follow along and participate during the public portion of the meeting, as follows:***

County of Saginaw is inviting you to a scheduled Zoom meeting.

**Topic:** See Agenda below

**Date/Time:** September 8, 2020 04:00 PM EST

Join Zoom Meeting: <https://zoom.us/j/8024441727> Meeting ID: 802 444 1727

**INSTRUCTIONS using ZOOM audio conferencing:**

**Dial: 1 (312) 626-6799 or 1 (929) 436-2866 and enter Meeting ID: 802 444 1727**

- I. Call to order
  - II. Welcome
  - III. Public comment (*Speakers limited to 3 minutes*)
  - IV. Agenda
    1. **Jill Armentrout, Fund Development Coordinator, Great Lakes Bay Health Centers, re:**
      - **9-22-1** Requesting placement on the Human Services Committee agenda to give an update on its COVID response work and present information on future Virtual Together events
    2. **Mark J. Rankin, District 9 Coordinator, MSU Extension, re:**
      - **9-22-2** Requesting placement on the Human Services Committee agenda to discuss funding of MSU Extension during the preparation and anticipation of a millage request on the August 2022 ballot
    3. **Christina Harrington, Health Officer, Saginaw County Health Department, re:**
      - **9-22-3** Submitting for approval a proposed Resolution to Declare Racism as a Public Health Crisis and a request to amend Chapter IV, Sec. 6.2 (2) of the Saginaw County Environmental Health Code pertaining to septic size and elevation for multi-family and nonresidential septic systems
  - V. Miscellaneous
  - VI. Adjournment
- 9-3-2020/sea

Saginaw County  
Governmental Center  
111 S. Michigan Avenue  
Saginaw, MI 48602

# County of Saginaw Board of Commissioners



**Michael A. Webster, Chair**

PHONE (989) 790-5267

[BOC@SAGINAWCOUNTY.COM](mailto:BOC@SAGINAWCOUNTY.COM)

FAX (989) 790-5569

October 2, 2020

**COMMISSIONERS**

DISTRICT #1  
KATHLEEN K. DWAN

DISTRICT #2  
CHARLES M. STACK

DISTRICT #3  
KIRK W. KILPATRICK

DISTRICT #4  
SHELDON MATTHEWS

DISTRICT #5  
JAMES G. THEISEN

DISTRICT #6  
KYLE R. HARRIS

DISTRICT #7  
CHERYL M. HADSALL

DISTRICT #8  
DENNIS H. KRAFFT

DISTRICT #9  
AMOS O'NEAL

DISTRICT #10  
CARL E. RUTH

DISTRICT #11  
MICHAEL A. WEBSTER

**CANCELLATION NOTICE**

**HUMAN SERVICES COMMITTEE**

TO: Amos O'Neal, Chair  
James Theisen, Vice-Chair  
Sheldon Matthews  
Carl Ruth  
Michael Webster

As addressed -

Please be advised that the **Monday, October 5, 2020** meeting of the Human Services Committee has been **CANCELLED**.

Should you have any questions, do not hesitate to call me.

Sincerely,

**Suzy Koeplinger**  
Board Coordinator

c: Robert Belleman, Controller/CAO  
Koren Thurston, Finance Director  
Jennifer Broadfoot, Personnel Director  
Civil Counsel  
Agenda/Summary Distribution List  
*The Saginaw News*  
WSGW

**BOARD STAFF**

SUZY KOEPLINGER  
BOARD COORDINATOR

CINDY L. LOUCHART  
ASSISTANT BOARD COORDINATOR

SUE ARCEO  
BOARD ASSISTANT

# AGENDA

## HUMAN SERVICES COMMITTEE

111 S. Michigan Ave., Room 200, Saginaw, MI 48602

**Monday, November 2, 2020 – 4:00 p.m.**

**VIA TELECONFERENCE PER**

**PA 228 of 2020**

Members: Amos O’Neal – Chair, James Theisen – Vice-Chair, Sheldon Matthews, Carl Ruth, Michael Webster

Others: Controller, Civil Counsel, Finance Director, Personnel Director, Board Staff, *Media*

***The Human Services Committee meeting will be held via Zoom online meeting platform. As the County Building is closed to the public except by appointment, the meeting is open remotely to the public to follow along and participate during the public portion of the meeting, as follows:***

County of Saginaw is inviting you to a scheduled Zoom meeting.

Topic: **See Agenda below**

Date/Time: **November 2, 2020 04:00 PM EST**

Join Zoom Meeting: <https://zoom.us/j/8024441727> Meeting ID: **802 444 1727**

**INSTRUCTIONS using ZOOM audio conferencing:**

Dial: **1 (877) 853-5257** or **1 (888) 475-4499** and enter Meeting ID: **802 444 1727**

- I. Call to order
- II. Welcome
- III. Public comment (*Speakers limited to 3 minutes*)
- IV. Agenda
  1. **Christina Harrington, Health Officer, Saginaw County Health Department**, re:
    - **11-17-1** Submitting amended Board of Health By-Laws for approval
- V. Miscellaneous
- VI. Adjournment

# AGENDA

## HUMAN SERVICES COMMITTEE

111 S. Michigan Ave., Room 200, Saginaw, MI 48602

**Monday, November 30, 2020 – 4:00 p.m.**

**VIA TELECONFERENCE PER**

**PA 228 of 2020**

Members: Amos O’Neal – Chair, James Theisen – Vice-Chair, Sheldon Matthews, Carl Ruth, Michael Webster

Others: Controller, Civil Counsel, Finance Director, Personnel Director, Board Staff, *Media*

***The Human Services Committee meeting will be held via Zoom online meeting platform. As the County Building is closed to the public, the meeting is open remotely to the public to follow along and participate during the public portion of the meeting, as follows:***

County of Saginaw is inviting you to a scheduled Zoom meeting.

Topic: **See Agenda below**

Date/Time: **November 30, 2020 04:00 PM EST**

Join Zoom Meeting: <https://zoom.us/j/8024441727> Meeting ID: **802 444 1727**

**INSTRUCTIONS using ZOOM audio conferencing:**

Dial: **1 (877) 853-5257 or 1 (888) 475-4499 and enter Meeting ID: 802 444 1727**

- I. Call to order
- II. Welcome
- III. Public comment (*Speakers limited to 3 minutes*)
- IV. Agenda
  1. **Mark J. Rankin, District 9 Coordinator; Kai Gritter; Dawn Earnesty, MSU Extension**, re:
    - **12-15-1** Presenting information on its Health and Nutrition programs available in Saginaw County
  2. **Vanessa Guerra, 95<sup>th</sup> District State Representative**, re:
    - State COVID Update
  3. **Christina Harrington, Health Officer, Saginaw Health Department**, re:
    - County COVID Update
- V. Miscellaneous
- VI. Adjournment

November 24, 2020

# HUMAN SERVICES

Honorable Chairman Webster and Members of the Board of Commissioners  
County of Saginaw  
111 S. Michigan Avenue  
Saginaw, MI 48602

12-15-1

**RE: Request to appear before the Human Services**

Dear Chairman Webster and Commissioners:

This is a formal letter requesting the opportunity for Michigan State University Extension (Kai Gritter and Dawn Earnesty will be presenting) to appear before the Human Services Meeting on Monday, November 30<sup>th</sup> @ 4 p.m. via zoom.

Our Health and Nutrition Staff would like to share about their programs in Saginaw County. This includes: Supplemental Nutrition Assistance Program (SNAP-Ed), Expanded Food and Nutrition Education Program (EFNEP), VA SNAP Outreach, Community Behavioral Health, Disease Prevention and Management, Social and Emotional Health, and Food Safety.

Michigan State University Extension's mission is to: **help people improve their lives through an educational process that applies knowledge to critical issues, needs, and opportunities.**

I would like to thank you in advance for the opportunity for MSU Extension to be on the agenda and continue to advocate for MSU Extension and the value it brings to the residents of Saginaw County. If you have any questions, please do not hesitate to call or email me.

Sincerely,

Mark J. Rankin

District 9 Coordinator  
Michigan State University Extension  
723 Emerson St.  
Saginaw, MI 48607  
Phone: (989) 758-2500  
Fax: (989) 758-2509  
Cell: (517) 937-7890  
Email: [rankinm1@msu.edu](mailto:rankinm1@msu.edu)

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SAGINAW COUNTY  
BOARD OF COMMISSIONERS  
2020 NOV 24 PM 12:36

MSU is an affirmative action/equal opportunity employer. Michigan State University Extension programs and materials are open to all without regard to race, color, national origin, gender, gender identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, family status, or veteran status.