

Senior Activities Committee

Minutes

January 8, 2019

Senior Resources of West Michigan
560 Seminole Rd., Norton Shores, MI 49444

CALL TO ORDER

The meeting was called to order at 10:05 a.m. by Nancy McCarthy.

ROLL CALL

Present: Nancy McCarthy, Sharon Ackerman, Judy Kell, Ken Mahoney, Janet Perreault, Greg Scott, and Pat Shafer

Excused: Susie Hughes and Rillastine Wilkins

Also

Present: Kathy Moore, Jamie Hekker, Sunny Sorensen (County of Muskegon); Chere Gardner, Lisa Tyler, and Damian Jarocki (Senior Resources)

APPROVAL OF MINUTES of December 11, 2018

It was moved by Kell, supported by Mahoney, to approve the minutes of the December 11, 2018 meeting as written. *Motion carried.*

COMMUNICATIONS

- A. Kathy Moore stated the Board of Commissioners last meeting did not include any Senior Millage updates.
- B. Kathy Moore presented the financial report from Muskegon County for the Senior Millage funds. Cash balance as of 9/30/18 is \$1,430,584.17 and estimated total revenue for FY19 is \$2,118,000.
- C. Millage services report by Senior Resources

Mr. Jarocki shared presented the monthly report and noted a total of 3,178 unduplicated participants were served during the months of October, 2017 through November, 2018. These services totaled 11,058 units served. It was noted that all municipalities were served.

SCHEDULED MATTERS

A. 2019 Letters of Intent

a. Timeline Review

Mr. Jarocki reviewed the 2019 Muskegon County Senior Millage Timeline. He highlighted that after the committee determines which organizations to invite to submit a proposal the RFP proposal packets will be sent to them on 1/10/19. There will be a proposal workshop for funding requests and all applicants are required to send at least one representative. If there are any with competing proposals they will be invited to present to the MCSAC either March 7th or 8th. Then the MCSAC will review and vote on the proposals on March 12, 2019. Mr. Jarocki also stated that last year's recipients are on a fiscal year time-line so will end September 30, 2019. This year's submissions will have a grant year from April 18, 2019 through September 30, 2019 to ensure all millage recipients are on the same timeline. There were 14 requests submitted for a total of \$745,819.

b. United Way Retired and Senior Volunteer Program (RSVP)

The committee reviewed the request to provide general service volunteer support and expansion. This would act as a safe pipeline service for seniors/retirees to find compatible, challenging and/or meaningful volunteer opportunities in order to keep them active and engaged in the community. Amount requested is \$13,000 with a cost per unit of \$153. Projected to serve 85 seniors.

[It was moved by Mahoney, supported by Kell, to send a RFP proposal packet for this request. Motion carried.](#)

c. Muskegon Community College

The committee reviewed the request to provide next steps program. This is a ten-week medically integrated fitness program that includes sixteen one-hour scheduled sessions with a degreed and certified fitness specialist. Amount requested is \$30,000 with a cost per unit of \$99. Projected to serve 300 seniors.

[It was moved by McCarthy, supported by Kell, to send a RFP proposal packet for this request. Motion carried.](#)

d. City of Muskegon Heights

The committee reviewed the request to provide major home repairs. This is for senior residents in the City of Muskegon Heights. Amount requested is \$192,500 with a cost per unit of \$7,700. Projected to serve 25 seniors.

It was moved by Kell, supported by Perreault, to send a RFP proposal packet for this request. Motion carried.

e. Muskegon Young Men's Christian Association (YMCA) – Veggie Van

The committee reviewed the request to provide veggie van services. This is to increase access to affordable, fresh, local produce for families living in low food access neighborhoods. Amount requested is \$41,000 with a cost per unit of \$10,250. Projected to serve 100 seniors.

It was moved by McCarthy, supported by Perreault, to send a RFP proposal packet for this request. Motion carried.

f. Muskegon Young Men's Christian Association (YMCA) – Blood Pressure Self-Monitoring

The committee reviewed the request to provide a group of 10 that meets 2 times a month for 4 months regarding blood pressure self-monitoring. Amount requested is \$17,000 with a cost per unit of \$8,500. Projected to serve 20 seniors.

It was moved by McCarthy, supported by Perreault, to decline this request. Motion carried.

g. Trinity Village Nonprofit Housing Corp.

The committee reviewed the request to provide major home repairs. This is for seniors in Muskegon County. Amount requested is \$56,000 with a cost per unit of \$7,000. Projected to serve 8 seniors.

It was moved by Kell, supported by Mahoney, to send a RFP proposal packet for this request. Motion carried.

h. National Kidney Foundation of Michigan – Diabetes Improvement Program

The committee reviewed the request to provide a diabetes improvement programs. This would include a workshop for 15-22 participants to focus on reducing their weight by 5-7% and to maintain activity minutes each week of at least 150 minutes. This is for seniors in Muskegon County. Amount requested is \$12,324 with a cost per unit of \$7.47. Projected to serve 30 seniors.

It was moved by Ackerman, supported by Scott, to decline this request. Motion carried.

i. National Kidney Foundation of Michigan – Diabetes Prevention Program

The committee reviewed the request to provide a diabetes improvement programs. This would include a workshop for 15-22 participants to focus on reducing their weight by 5-7% and to maintain activity minutes each week of at least 150 minutes. This is for seniors in Muskegon County. Amount requested is \$8,736 with a cost per unit of \$7.47. Projected to serve 45 seniors.

It was moved by Ackerman, supported by Scott, to decline this request. Motion carried.

j. City of Muskegon – Major Home Repairs

The committee reviewed the request to provide major home repairs. This is for seniors that are residents in Muskegon Township, Roosevelt Park, Montague, or Whitehall City. Amount requested is \$100,000 with a cost per unit of \$5,000. Projected to serve 15 seniors.

It was moved by Kell, supported by Perreault, to send a RFP proposal packet for this request. Motion carried.

k. City of Muskegon – Minor Home Repairs

The committee reviewed the request to provide minor home repairs. This is for seniors that are residents in Muskegon Township, Roosevelt Park, Montague, or Whitehall City. Amount requested is \$20,000 with a cost per unit of \$1,000. Projected to serve 15 seniors.

It was moved by Kell, supported by Perreault, to send a RFP proposal packet for this request. Motion carried.

I. City of Muskegon – Yard Maintenance

The committee reviewed the request to provide yard maintenance. This is for seniors that are residents in the City of Muskegon. Amount requested is \$10,000 with a cost per unit of \$200. Projected to serve 50 seniors.

[It was moved by McCarthy, supported by Perreault, to send a RFP proposal packet for this request. Motion carried.](#)

m. Mercy Health Lifestyle Clinic – Nutritional Education

The committee reviewed the request to provide nutritional education by a registered dietitian with oversight from a Board-Certified Physician. Following the 5 A's methodology. This would be hosted at Mercy Health Lifestyle Clinic. Amount requested is \$2,205 with a cost per unit of \$49. Projected to serve 15 seniors.

[It was moved by Perreault, supported by Ackerman, to send a RFP proposal packet for this request. Motion carried.](#)

n. Mercy Health Lifestyle Clinic – Senior Fun & Fitness

The committee reviewed the request to provide a monthly membership at the Mercy Health Lifestyle Clinic. Amount requested is \$11,760 with a cost per unit of \$49. Projected to serve 36 seniors.

[It was moved by Mahoney, supported by Perreault, to send a RFP proposal packet for this request. Motion carried.](#)

o. White Lake Area Community Education

The committee reviewed the request to provide an evidence based class that focuses on strength, balance, and fitness. Amount requested is \$12,000 with a cost per unit of \$2,400. Projected to serve 75 seniors.

[It was moved by McCarthy, supported by Kell, to send a RFP proposal packet for this request. Motion carried.](#)

p. Pound Buddies – Senior Pet Adoption

The committee reviewed the request to provide pet adoption for seniors. Amount requested is \$4,625 with a cost per unit of \$185. Projected to serve 25 seniors.

It was moved by McCarthy, supported by Shafer, to send a RFP proposal packet for this request. Motion carried.

q. Pound Buddies – Senior Pet Liaison

The committee reviewed the request to provide a liaison to assist seniors with pet adoption or retaining their pet by paying for an apartment deposit. Amount requested is \$5,000 with a cost per unit of \$500. Projected to serve 10 seniors.

It was moved by Perreault, supported by Kell, to send a RFP proposal packet for this request. Motion carried.

r. Fair Housing Center of West Michigan – Housing Education & Outreach

The committee reviewed the request to provide education outreach and training to seniors about their fair housing rights under law. Amount requested is \$3,000 with a cost per unit of \$100. Projected to serve 100 seniors.

It was moved by Perreault, supported by Kell, to send a RFP proposal packet for this request. Motion carried.

s. Fair Housing Center of West Michigan – Fair Housing Enforcement

The committee reviewed the request to provide intake and process fair housing complaints for Muskegon County residents over the age of 60. Amount requested is \$7,000 with a cost per unit of \$100. Projected to serve 70 seniors.

It was moved by Perreault, supported by Kell, to send a RFP proposal packet for this request. Motion carried.

t. Pioneer Resources, Inc. – “It’s Great To Be A Senior”

The committee reviewed the request to provide a monthly entertainment and educational session for seniors. Amount requested is \$19,736 with a cost per unit of \$2,307. Projected to serve 480 seniors.

It was moved by Perreault, supported by Shafer, to send a RFP proposal packet for this request. Motion carried.

u. Pioneer Resources, Inc. – MCSM 2019 Brochure

The committee reviewed the request to develop a MCSM 2019 brochure for all millage services. Amount requested is \$3,305 with a cost per unit of \$3,305. Projected to serve 5,000 seniors.

It was moved by Scott, supported by Perreault, to decline this request. Motion carried.

v. Pioneer Resources, Inc. – Northern Muskegon County Recreation Events

The committee reviewed the request to provide twice-monthly recreation events. This includes bus pick up locations at White Lake Community Education, Harbor Point Senior Apartments, and Montague Methodist Church. Amount requested is \$34,115 with a cost per unit of \$2,022.19. Projected to serve 480 seniors.

It was moved by Perreault, supported by Kell, to send a RFP proposal packet for this request. Motion carried.

w. Access Health

The committee reviewed the request to provide ongoing preventative services. Amount requested is \$23,513 with a cost per unit of \$479.70. Projected to serve 45 seniors.

It was moved by Kell, supported by Perreault, to send a RFP proposal packet for this request. Motion carried.

x. Egelston Township

The committee reviewed the request to provide monthly congregate meals/entertainment. Amount requested is \$20,000 with a cost per unit of \$16,000. Projected to serve 500 seniors.

It was moved by Perreault, supported by Shafer, to send a RFP proposal packet for this request. Motion carried.

y. Senior Resources of West Michigan - Supports Coordination

The committee reviewed the request to provide case coordination to assist seniors. Amount requested is \$66,400 with a cost per unit of \$73.78. Projected to serve 75 seniors.

It was moved by Perreault, supported by Kell, to send a RFP proposal packet for this request. Motion carried.

z. Senior Resources of West Michigan – Medicare Medicaid Assistance Program

The committee reviewed the request to provide Medicare and Medicaid assistance either by individual assistance or group presentation. Amount requested is \$32,600 with a cost per unit of \$104.50. Projected to serve 500 seniors.

It was moved by Perreault, supported by Kell, to send a RFP proposal packet for this request. Motion carried.

NEW BUSINESS

A. Nominations

a. Senior Activities Committee Chair

McCarthy nominated Perreault for Chair, supported by Kell and seconded by Shafer.

b. Senior Activities Committee Vice Chair

Shafer nominated Scott for Vice Chair, supported by Kell and seconded by Perreault.

AUDIENCE PARTICIPATION

None

ADJOURNMENT

The Senior Activities Committee meeting adjourned at 12:00 p.m.

Next meeting: Tuesday, February 12th, 2019, 10 a.m. – Senior Resources

Submitted by: Sunny Sorensen