AGENDA
Committee of the Whole
Monday, July 31, 2017 – 5:30 p.m.
City Council Chambers, City Hall 10th Floor

Council Member Spitzley, Chairperson
Council Member Wood, Vice Chair

1. **Call to Order**

2. **Roll Call**

3. **Minutes**
    - July 24, 2017

4. **Public Comment on Agenda Items (Up to 3 Minutes)**

5. **Presentation**

    Lansing Board of Water and Light; Smart Meters

6. **Discussion/Action:**

    A.) RESOLUTION – Tri County Office on Aging (TCOA) FY2018 Annual Implementation Plan

7. **Other**

8. **Adjourn**

MINUTES
Committee of the Whole
Monday, July 24, 2017 @ 5:30 p.m.
City Council Chambers

CALL TO ORDER
Council President Spitzley called the meeting to order at 5:31 p.m.

PRESENT
Councilmember Brown Clarke
Councilmember Kathie Dunbar
Councilmember Tina Houghton
Councilmember Adam Hussain
Councilmember Patricia Spitzley
Councilmember Jody Washington
Councilmember Carol Wood
Councilmember Jessica Yorko-arrived at 7:38 p.m.

OTHERS PRESENT
Sherrie Boak, Council Staff
Eric Brewer, Council Internal Auditor
Jim Smiertka, City Attorney
Robert Johnson, Representing the Mayor's Office
Heather Sumner, Assistant City Attorney
Nicholas Tate, Assistant City Attorney
Dick Peffley, BWL General Manager
Heather Shawa, BLW Chief Finance Officer
Loretta Stanaway
Deb Parrish
Stan Shuck
Kathy Miles
Elaine Womboldt
Stephen Monti
Michael Ruddock
Bryan Madle
Brett Kaschinske, Parks & Recreation Director
Veronica Gracia-Wing, Parks & Recreation Board Member

Council President Spitzley informed the public that comment would be taken after the meeting reconvened from Closed Session and instructed everyone to sign up by that time if they wished to speak. Public Comment on BWL presentation would be taken after the presentation.

Presentation

Lansing Board of Water and Light Budget for Fiscal Year Ending June 30, 2018

Ms. Shawa began the presentation going through the handout on the FY2018 income statement by utility. The Rate of Return on electric was 3.03%, water was 1.38%, steam at 2.25%, chilled water 5.73% which brought the total to 2.60%.The total operating revenue was at $355 million with the operating expense at $313 million with a projected income at $42.2 million. The second slide was on cash flow by utility, noting their total operating cash would be projected at $81,417 million. Lastly, the BWL proposed their total Capital Budget would be at $139.5 million.

Council Member Wood asked if there was a projected rate increase, at which Mr. Peffley stated there is no % yet, and they will project a 3 year increase after the first year. He was then asked if there would be a water rate increase for the hydrants, and which he also stated no. Council Member Wood asked if BWL was still working on the technology for the outage maps. Mr. Peffley confirmed they will have a new map in the first quarter of 2018 and rely on smart meters.

Council Member Brown Clarke asked if the safe guards and enhancements have been added to the IT system. Ms. Shawa confirmed they have been made, and they plan to do a complete reconfiguration of the IT infrastructure, and they plan to use an EDMS system for the outage map. The 1st phase will replace the map as we know it which is cloud based

Council Member Houghton referred Mr. Peffley to the first table in their handout which did reflect rates increases, even though earlier he stated no increases. Mr. Shawa confirmed she was correct, there is an increase effective 2/1/2018, however the BWL Board still needs to do a rate hearing which they expect to occur fall 2017.

Council Member Houghton then asked about the installation of the smart meters, which Mr. Peffley confirmed they had done as pilot project in an apartment complex.

Lastly, Council Member Houghton acknowledged the BWL for their website recently that shows the work on the substation making all information transparent.

Mr. Schuck provided his opinion that BWL has stated at Public Safety meetings that their service cannot maintain the uses, and asked if there is funds in their budget to bring the infrastructure up to meet today's needs.

Ms. Stanaway asked for an update on the funds spent on the substation at the Scott Garden site.

Mr. Monti asked BWL to provide an incentive to register for the home occupation licensing.

Mr. Peffley responded that their infrastructure can handle the uses, but if it exceeds the standard residential use the owner can upgrade for better usage at a cost. The substation project is a capital fund and is on budget. There is no equipment on site yet, because they are working on the surveying and construction engineering, with plans to break ground the 2nd week in August. Council Member Wood stated to Mr. Peffley that at the Committee on Public Safety meetings they were told anything exceeding the standard service of 3500 KWH could potential damage the service. Mr. Peffley confirmed.

{CLOSED SESSION}
MOTION BY COUNCIL MEMBER WOOD TO GO INTO CLOSED SESSION AT 5:54 P.M. TO ADDRESS THE LAWSUIT UPDATE ON MANNING VS THE CITY OF LANSING; A COMMUNICATION FROM THE CITY ATTORNEY SUBJECT TO THE ATTORNEY-CLIENT PRIVILEE ON MEDICAL MARIHUANA STRATEGY; IAFF LOCAL 421 RATIFICATION OF THE 2016-2019 CBA. ROLL CALL VOTE CARRIED 7-0.
{RECONVENE}
Committee of the Whole meeting reconvened at 6:55 p.m.

<u>Public Comment on Agenda Items</u>
Ms. Stanaway supported the proposed Charter amendments but asked for copies to review. Ms. Stanaway did not support the proposed language on the Ballot Proposal for the sidewalks.

Council President Spitzley directed Council staff to create one packet binder for the back of the Chambers at the future meetings, and she also noted to the public that the packet is on the website prior to the meeting.

Ms. Parrish spoke on the Medical Marihuana Ordinance, the process thus far and delays that have occurred. She also asked that the July 10th Committee of the Whole minutes be changed to reflect that Ms. Collison spoke on behalf of her daughter, not that her daughter spoke. Council President Spitzley asked Council staff to make that change in the minutes.

Mr. Schuck spoke on the recent presentation by the City Attorney office at Foster Community Center to medical marihuana patients, asking how they were located and contacted, noting his concern with confidentiality.

Ms. Miles spoke in opposition to the proposed ballot proposal on sidewalks, and spoke in support of the ballot language on the sale of parks.

Ms. Womboldt spoke on the medical marihuana ordinance, noting her belief that a public hearing was already set, and what is currently being proposed for a public hearing has not been vetted.

Council Member Wood stepped away from the meeting at 7:07 p.m.

Mr. Monti spoke on his concerns with the differences between Draft 6d, D& P Draft and COW Draft #1 in the Medical Marihuana Ordinances.

Council Member Wood returned to the meeting at 7:09 p.m.

Mr. Monti also spoke in support of Medical Marihuana Facilities.

Mr. Ruddock referred the Committee to the Mission statement at the bottom of the agenda highlighting #4. Then went on to question the how public funding is spent, and ended with his support of not touching Ormond Park.

Mr. Madle spoke about the Medical Marihuana application process proposed.

<u>Discussion/Action</u>
<u>RESOLUTION – Reappointments of 20 Individuals to Various Boards and Commissions</u>
Council President Spitzley informed the Committee she was not proposing reappointing al twenty (20) that were referred, but acting only on the reappointments that expired over the last year. Council Member Wood stated the Boards receiving reappointments would be the Board of Fire Commissioners, Board of Police Commissioners, Board of Public Service, Board of

Zoning Appeals, Downtown Lansing, Inc., Election Officers Compensation Commission, Human Relations and Community Service Board and Memorial Review Board. The members were vetted by the Mayor's office and have been appointed before.

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE RESOLUTION FOR THE REAPPOINTMENT OF TWELEVE (12) INDIVIDUALS TO VARIOUS BOARDS AND COMISSIONS.

Council Member Washington asked if it was confirmed that the appointee only sits on one Board and that they live in the City of Lansing, per the Charter. Council Member Wood noted that they are vetted by the Mayor's office and can sit on one board, but with some of the classifications and their job could sit on two boards. As for residency, some Boards such as LEFPA and the DDA do not require residency. Council Member Washington noted she prefers all appointees live in the City.

Council Member Dunbar asked why there were two resolutions. Council President Spitzley noted that is how they were referred by the Mayor's office and they were referred at different times, and note placed on the Committee agenda immediately. Council Member Dunbar then stated the names of the re-appointees as follows; Betty Draher, Clyde Carnegie, Drew Macon, William Renfrew, Lyndon Babcock, Emly Horne, Jordan Leaming, Terry Carella, Summer Schriner, Kurt Berryman, Edwina Marshall, Chad Rogers.

Council Member Washington stepped away from the meeting at 7:20 p.m.

Council Member Hussain asked if there was the appointment on EDC did not have to reside in the City, and Council President Spitzley confirmed. Council Member Hussain also asked what the criteria were in determining only 12 of the 20 referred. Council President stated that she only moved forward on the one's whose term recently expired, and the others had expired multiple years earlier. Those will continue to serve until at the pleasure of administration they are replaced or reappointed.

Council Member Washington returned to the meeting at 7:21 p.m.

MOTION CARRIED 7-0.

RESOLUTION – Reappointments of 6 Individuals to Various Boards and Commissions
Council Member Wood stated the reappointments would not be for six (6) but for the following: Nancy Mahlow, Mitch Rice, Pierre Lavoie, Calvin Jones and Amy Kraus.

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE REAPPOINTMENT OF FIVE (5) INDIVIDUALS TO VARIOUS BOARDS AND COMMISSIONS. MOTION CARRIED 7-0.

RESOLUTION – Ballot Language for Charter Amendment; Chapter 4; 8-403.7
Council Member Washington outlined the resolution she had worked on with the City Attorney's office. The resolutions she stated were split into two (2) because of the limit on words per proposal. Mr. Smiertka confirmed he had also presented them preliminarily to the Attorney General office and their recommendations were incorporated into the latest version dated July 24, 2017 3:00 p.m.
Council Member Washington then recited the language:

> *Chapter 4 Property*
> *8-403.7. In addition to Section 8-403.6, no part or entirety of dedicated park land may be disposed of by transfer, easement, lease, license, or other*

exchange, or be converted to another use without approval, by majority vote, of the electors of the City voting on the question at a regular or special election.

As used in this Section, “converted to another use” means changing the use of a park, or significant part thereof, from a recreation or conservation use to another use not directly related or incidental to public recreation or conservation.

This Section shall not apply to park land disposed of or converted to use by another public entity transferee.

BE IT FURTHER RESOLVED that in accordance with the Home Rule Cities Act (MCL 117.1, et. seq.); the question shall be captioned and stated on the ballot as follows:

CITY OF LANSING CHARTER AMENDMENT
ELECTORATE APPROVAL OF PARK LAND DISPOSITION AND CONVERSION OF USE

Pursuant to Section 8-403.8 of the Lansing City Charter, an affirmative vote of a majority of the electorate is required before any park land may be sold.

It is proposed that the Lansing City charter be amended by adding Section 8-403.7 to also require electorate approval prior to park land being disposed of or converted to another use not directly related or incidental to the public recreation or conservation. However, this Section shall not apply to disposition or conversion of use to another public entity.

Council Member Washington asked if with the proposed language the Administration could turn a public park over to another entity. Mr. Smiertka confirmed it would have to follow the Ordinance on sale of property, and in the case of BWL all property is titled in the name of the City of Lansing, and the deeds say “City of Lansing, on behalf of the Board of Water and Light”. Mr. Smiertka confirmed he had vetted both ballot language charter amendments through the Attorney General’s office. Nothing was formally approved but they did confer with them.

<u>RESOLUTION – Ballot Language for Charter Amendment; Chapter 4; 8-403.8</u>
Council Member Washington then recited the language for the amendment to 8-403.8.

Chapter 4 Property
8-403.8. Monetary consideration received from the sale of dedicated park land in accordance with Section 8-403.6 of this Charter or from other methods of disposition of park land shall be deposited in the operating fund accounts of the Department of Parks and Recreation.

BE IT FURTHER RESOLVED that in accordance with the Home Rule Cities Act (MCL 117.1, et. seq.); the question shall be captioned and stated on the ballot as follows:

CITY OF LANSING CHARTER AMENDMENT
BUDGET ACCOUNT DEPOSIT OF MONETARY PROCEEDS FROM SALE OR OTHER DISPOSITION OF PARK LAND

It is proposed that the Lansing City Charter be amended to require monetary proceeds from the sale or disposition of park land be deposited in City Parks and Recreation Department accounts by adding section 8-403.8 that will provide for the following:

8-403.8. Monetary consideration received from the sale of dedicated park land in accordance with Section 8-403.6 of this Charter or from other methods of disposition of park land shall be deposited in the operating fund accounts of the Department of Parks and Recreation.

Council President Spitzley asked if any of this language in either proposal would have stopped the sale of the Scott Park issue. Mr. Smiertka confirmed that there is a Charter provision that gives the ability to BWL to use City land for utilities. So it would not have stopped it and it would also not stop the road through Ormond Park either. The City Attorney office used template language from Rochester Hills which was more extensive then the City. Currently right now the only thing in the City Charter is the word "sale". Council Member Washington spoke in support of removing "*However, this Section shall not apply to disposition or conversion of use to another public entity."* from the proposed ballot language in 8-403.7. Mr. Smiertka stated with that removal that would be in an issue in the future for Law to interpret the Charter.

Mr. Johnson presented issues that could arise if every easement and license had to be placed on the ballot, and recommended the Committee table the items for further discussion.

Council Member Dunbar asked if the ballot language had gone to the Park Board and if not it should, and Mr. Kaschinske confirmed the Board had not seen it.

Council Member Washington stated that she would work with Law to tighten up the language and bring it back however her belief is that the public should be more engaged in the decisions. Council Member Washington chose to pull the ballot language from the agenda on 8-403.7, however still wanted to proceed with the ballot language for 8-403.8. Any questions she stated could be forwarded to Council staff.

Council Member Wood asked Mr. Smiertka to create an outline on how these changes would protect the City, and what it would protect them from.

Council Member Houghton asked Mr. Kaschinske if the City has acquired any park land. Mr. Kaschinske confirmed since his time with the City they have added Hunters Ridge, and did an exchange with Delta Township for Grand Woods which still remains a park. There was a sale of Miller Road, Waverly and the Red Cedar. He did confirm the City has had a net gain since 2011. Council Member Houghton then asked Mr. Smiertka if this change would also affect all the licenses that are issued for cell towers, ITEC, LCC and festivals. It was confirmed and that it should be looked at to see what could have to go to the voters. It was written as restricted as it could get, and it would include that all easements and licenses would have to the public for a vote.

Council Member Washington asked when the next election would be after November, and after being told May, 2018, she proposed pulling the resolution for the ballot language on 8-403.7 until she can meet with the new Administration in 2018.

At this time Council President Spitzley also pulled agenda items D. and E. which were Ballot Proposals also, and move that discussion and action to the July 31st Committee meeting. Those were for sidewalks and for the sale of the Cooley-Haze House.

MOTION BY COUNCIL MEMBER WASHINGTON TO APPROVE THE RESOLUTION FOR THE BALLOT LANGUAGE TO AMEND SECTION 8-403.8 OF THE LANSING CITY CHARTER.

The Committee discussed the effect of the ballot language on the funds from the sale of the park land and where the funds go in the park improvements and park planning. Mr. Johnson pointed out that some funds for the parks actually do not come out of the Parks Department budget, but from CDBG and the Planning and Neighborhood Development Budget because of parking lots. He also noted that some sales might contain restrictions on the funds. Council Member Yorko suggested adding “barring any statutory requirements” to the language.

Council Member Dunbar asked if this language, 8-403.8 had been presented to the Park Board, and she was informed it had not.

Council President Spitzley passed the gavel and stepped away from the meeting at 8:00 p.m.

Council Member Dunbar requested that the Park Board review the language.

Council President Spitzley returned to the meeting at 8:03 p.m. and Council Member Wood passed the gavel.

Council Member Hussain suggested pulling the resolution at this time until things can be clear and vetted by the Park Board. During his time on the Park Board in 2011 they were told funds would go into the green space when they sold the Red Cedar because it was part of the Charter, then after the sale they were told it was not part of the Charter and the Administration could do anything they wanted, so the Board and the public felt cheated. The language needs to be clearer.

COUNCIL MEMBER WASHINGTON WITHDREW HER MOTION.

Council Member Washington stated she would work with the new administration in January 2018 on the ballot language.

RESOLUTION – Ballot Proposal; Sidewalk Millage
Item moved to the July 31, 2017 Committee of the Whole meeting.

IAFF LOCAL 421 RATIFICATION OF THE 2016-2019 CBA
MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE RESOLUTION TO APPROVE THE RATIFICATION OF THE 2015-2019 CBA FOR THE IAFF LOCAL 421. MOTION CARRIED 8-0.

Mr. Kaschinske pleaded with the Council President to address the Resolution on the Cooley Haze House since Ms. Garcia-Wing was present.

RESOLUTION – Ballot Proposal; Sale of Cooley Haze House with Historic Covenant
Mr. Kaschinske recapped for the Committee that the house was rented by the Michigan Women’s Historical Museum form 1987 until 2017, when they chose not to renew the lease.

Mr. Smiertka stepped away from the meeting at 8:11 p.m.

Ms. Gracia-Wing presented the Park Board Subcommittee Recommendation on the sale, where they had performed historical research, the significance of tax credits, a list of potential buyers and markets, and their goals.

Mr. Smiertka returned to the meeting at 8:12 p.m.

The subcommittee proposed 4 requirements of the sale, those to include a robust public education campaign for the ballot proposal, a historic covenant on the sale, the development of a comprehensive marketing plan for the sale, and a “low cost” sale.

Council Member Brown Clarke asked for confirmation on the location and its relation to the Cooley Gardens. Ms. Gracia-Wing confirmed that this would be for the house and the land it sits on. Mr. Kaschinske provided information that the lot is 70' x 170'.

Council Member Yorko acknowledged the subcommittee for all their work, and asked for confirmation from Law they had reviewed the language and it was confirmed.
MOTION BY COUNCIL MEMBER YORKO TO APPROVE THE RESOLUTION FOR THE BALLOT PROPOSAL FOR THE SALE OF THE COOLEY HAZE HOUSE WITH HISTORIC COVENANT. MOTION CARRIED 8-0.

Place on File

- Lansing Police Department 2016 Annual Report

<u>Adjourn</u>

Adjourned at 8:23 p.m.
Respectfully Submitted by,
Sherrie Boak, Recording Secretary
Lansing City Council
Approved by Committee on

XVa1b

Chris Swope
Lansing City Clerk

July 19, 2017

President and Council Members
10th Floor City Hall
Lansing, MI 48933

Dear President and Council Members:

My office has received and placed on file:

Tri-County Office on Aging Fiscal Year 2018 Annual Implementation Plan

This document is available for review at the office of the City Clerk or at http://www.lansingmi.gov/clerk under the heading of Documents Placed on File.

Sincerely,

Chris Swope

Chris Swope, CMC
Lansing City Clerk

Tri-County
Office on Aging

A Consortium of Clinton, Eaton & Ingham Counties, and the Cities of Lansing & East Lansing since 1974.

RECEIVED
JUN 26 2017
LANSING CITY COUNCIL

June 23, 2017

Lansing City Council
124 W Michigan Ave #10
Lansing, MI 48933

Dear Lansing City Council:

Enclosed is a copy of Tri-County Office on Aging's (TCOA) Fiscal Year 2018 Annual Implementation Plan. This planning document is required under the Older Americans Act and Older Michiganians Act.

The Michigan Aging and Adult Services Agency (AASA) requires TCOA to ask major cities and county commissions to approve the plan. We are asking this plan be approved by August 1, 2017. A resolution endorsing the plan would be appreciated. If the Lansing City Council does not respond by August 3, 2017, TCOA will consider passive approval of the plan.

The City of Lansing, along with Clinton, Eaton and Ingham counties and the City of East Lansing, is a member of the Tri-County Aging Consortium. The Consortium members appoint representatives to serve on TCOA's Administrative Board, which has the responsibilities of agency operations, and must endorse and recommend approval of the Plan to AASA. Kathie Dunbar, Joan Jackson-Johnson and Chris Swope represent the City of Lansing on the Administrative Board. The Board endorsed the plan on June 19, 2017. Three older adults, Emly Horne, Mary Estes and Penny Gardner, appointed by the City of Lansing also serve on the Advisory Council that reviewed and recommended approval to the Consortium Administrative Board.

The plan and sample resolution are enclosed in this mailing. Please email the resolution to longk@tcoa.org at your earliest convenience. If you have further questions, please feel free to contact me. I can be reached at 517-887-1348.

Thank you for your attention to this issue.

Sincerely,

Kate Long

Kate Long
Planner

RECEIVED
2017 JUL -7 PM 3:24
LANSING CITY CLERK

Enclosure

CC: Tri-County Aging Consortium Board Members Chris Swope, Joan Jackson-Johnson & Kathie Dunbar.

5303 S. Cedar Street, Suite 1, Lansing, MI 48911-3800 ~ Telephone (517) 887-1440 or (800) 405-9141
Fax (517) 887-8071 ~ www.tcoa.org

BY THE COMMITTEE OF THE WHOLE
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Tri-County Aging Consortium, known as Tri-County Office on Aging, produced the Fiscal Year 2018 Annual Implementation Plan as required by the Older Americans Act and the Older Michiganians Act; and

WHEREAS, the Committee of the Whole met and reviewed the document at its meeting on Monday, July 31, 2017; and

WHEREAS, Lansing City Council has reviewed the Tri-County Office on Aging's Fiscal Year 2018 Annual Implementation Plan.

BE IT RESOLVED, that the Lansing City Council hereby approves said document.

RESOLUTION

Lansing City Council

June 2017

WHEREAS, the Tri-County Aging Consortium, known as Tri-County Office on Aging, produced the Fiscal Year 2018 Annual Implementation Plan as required by the Older Americans Act and the Older Michiganians Act; and

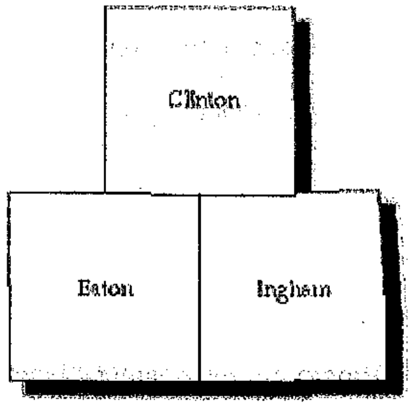
WHEREAS, Lansing City Council has reviewed the Tri-County Office on Aging's Fiscal Year 2018 Annual Implementation Plan; and now therefore, be it

RESOLVED; that the Lansing City Council approves said document as presented.

2017—2019 Multi Year Plan

FY 2018 ANNUAL IMPLEMENTATION PLAN

TRI-COUNTY OFFICE ON AGING 6



Planning and Service Area
Clinton, Eaton, Ingham

Tri-County Office on Aging
5303 S. Cedar Street
Suite 1
Lansing, MI 48911-3800
517-887-1440 (phone)
800-405-9141 (toll-free)
517-887-8071 (fax)
Marion Owen, Executive Director
www.tcoa.org

Field Representative Steve Betterly
betterlys@michigan.gov
517-284-0177

County/Local Unit of Govt. Review

The Tri-County Office on Aging Administrative Board (Tri-County Aging Consortium) is made up of representatives from five local units of government: Clinton, Eaton & Ingham counties, and the cities of Lansing & East Lansing. TCOA Advisory Council older adult members are appointed by their respective local units of government. Both the Advisory Council and Board review, recommend approval of and approve the Annual Implementation Plan (AIP).

TCOA sent a letter and a copy of the 2018 AIP to local units of Government via certified mail and signature confirmation on June 23, 2017, requesting approval of the AIP no later than August 1, 2017. The letter stated that if a response is not received by August 3, 2017, it will then be considered passively approved.

2. Congregate Meals (Senior Dining Sites)
3. Personal Care
4. Care Management
5. Homemaking

Five Service Categories with the Greatest Number of Anticipated Participants:
1. Outreach
2. Home Delivered Meals (Meals on Wheels)
3. Congregate Meals (Senior Dining Sites)
4. Information and Assistance
5. Legal Assistance

4. Highlights of planned Program Development Objectives.
With the hopes that more communities in the tri-county area will conduct an aging-friendly community assessment and apply for recognition to Aging and Adult Services Agency as a Communities For a Lifetime (CFL), TCOA would like to work to secure the City of Lansing as a recognized CFL by September 2019 and increase the number of CFLs in TCOA's Planning and Service Area.

In order to ensure older adults have access to information and services to improve their ability to make an educated decision regarding their independence, TCOA hopes to improve access to programs and services for underserved populations, expand housing assistance to increase access to community housing options, provide information about benefits and help people solve problems with health benefit programs and related insurance products, improve transportation options and usability, focusing on TCOA's consumer demographic needs, increase access to kinship care services in the tri-county area, work to advance community integration and outreach efforts and work to advance advocacy efforts in the tri-county area.

By continuing to expand access to evidence-based disease prevention programs in the tri-county area, providing access to healthy and affordable meals to nutritionally at risk older adults, reducing unnecessary re-admittance to hospitals for high-risk adults and exploring opportunity to assist community members in securing a Senior Millage for vital unmet needs, TCOA is hoping to improve access to health, wellness and nutrition supports.

Raising awareness of domestic abuse, physical and sexual abuse and financial exploitation occurring in the older adult population and how to better respond to these situations will help the community and TCOA to protect older adults from abuse and exploitation.

With the hopes to better support individuals with dementia living in the community, as well as their caregivers, TCOA would like to work to expand access to programs and services available for individuals with Alzheimer's Disease and other forms of dementia who are residing in the community, as well as their formal and informal caregivers.

5. A description of planned special projects and partnerships.
* AARP - Partner with AARP to advance efforts to help people live easily and comfortably in their homes and communities as they age. As a result of the partnership, TCOA hopes aid in the recognition of the City of Lansing as an Age-Friendly Community by September 2019.

8. Highlights of strategic planning activities.

Strategic planning and prioritizing is essential in continuing to provide quality, person-centered programs and services in an efficient and effective way. All strategies to reduce agency expenditures are explored while reducing services, primarily in-home supports, would be the last avenue. TCOA prides itself on putting the client's need above all else and recognizes that seniors are aging in place, want to be more active, and are using or wanting to use technology more. The agency hopes to always be relevant and timely with technology upgrades and implementations. Contingency plans are continually reviewed and revised as new challenges and opportunities arise throughout the year. TCOA will utilize community partnerships and interactions with the Advisory Council and county Human Service Collaborations/Interagency councils to continually gather input and feedback as the agency moves forward with considering new ideas and proposed new initiatives.

Public Hearings

Date	Location	Time	Barrier Free?	No. of Attendees
06/08/2017	Tri-County Office on Aging	01:00 PM	Yes	26

A public hearing was held on June 8, 2017 at Tri-County Office on Aging in Lansing. A presentation was made during the public hearing outlining any changes or updates made to the 2017-2019 MYP in the 2018 AIP. Notice of the Public Hearing was posted in a paid Public Notice in the Lansing State Journal, and on site at TCOA. An email or mail notice was also sent to all TCOA providers, contractors and congregate dining sites with request to post a Hearing flyer at physical locations as well as an email blast to all mailing list recipients thirty days prior to the Hearing.

Whle no input was received in writing prior to the public hearing, input during the hearing included positive feedback on continuing to support and explore ways to support underserved populations, inlcluding the LGBT community. Another comment acknowledged and appreciated the goal to explore initiative and partnerships to increase awareness of elder abuse through community education.

Tri-County Office on Aging **FY 2018**

Outreach

Starting Date	10/01/2017	Ending Date	09/30/2018
Total of Federal Dollars	$23,817.00	Total of State Dollars	$27,105.00

Geographic area to be served

Clinton, Eaton and Ingham Counties

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

Goals for the program, including timeline and expected outcome:
Provide outreach services to a minimum of 1000 individuals sixty years of age and older living in Clinton, Eaton and Ingham counties from 10/01/17 through 9/30/18.
Provide a minimum of 24 presentations to senior, caregiver or community groups regarding agency services, averaging two per month, from 10/01/17 through 9/30/18.
Participate in a minimum of 10 planning meetings regarding disaster preparedness from 10/01/17 through 9/30/18.
Participate in a minimum of 6 health and information fairs in the community from 10/01/17 through 9/30/18.
Expected Outcome: Greater community awareness of TCOA resources for older adults, their family members and agencies that assist older adults and persons with disabilities.
TCOA will be more prepared to assist the community in case of emergency and/or disaster.
Older adults with utility or prescription crises will have access to assistance with paying utility bills by hearing about the Crisis Services for the Elderly program.
Kinship caregivers will be better equipped to handle caregiving responsibilities because of access to self-care resources and information on avoiding burnout.

Care Management

Starting Date	10/01/2017	Ending Date	09/30/2018
Total of Federal Dollars	$0.00	Total of State Dollars	$215,913.00

Geographic area to be served

Clinton, Eaton and Ingham Counties

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

Goals for the program, including timeline and expected outcome:
Care Management will be provided in Clinton, Eaton and Ingham Counties.
Provide Care Management services to a minimum of 110 clients in Region 6 from 10/01/17 through 9/30/18.
Conduct a minimum of 90 initial assessments from 10/01/17 through 9/30/18.
Develop a minimum of 70 care plans from 10/01/17 through 9/30/18.
Conduct reassessments every 3 months on all active clients or every 6 months if a client is on maintenance from 10/01/17 through 9/30/18.
Arrange and monitor services as needed from 10/01/17 through 9/30/18.
Transition eligible Care Management clients to the MI Choice program as funding allows from 10/01/6 through 9/30/18.
Comply with all minimum standards and quality assurances from 10/01/17 through 9/30/18.
Expected Outcome: A minimum of 110 individuals will be able to remain in their own home. Individuals not eligible for Home and Community Based Waiver (MI Choice) will have services to assist them in remaining in the community, if funding allows. There will be a seamless system for older adults going from Case

Approved MYP Program Development Objectives

Area Agency on Aging Goal

A. More communities in the tri-county area will conduct an aging-friendly community assessment and apply for recognition to Aging and Adult Services Agency as a Communities For a Lifetime (CFL).
State Goal Match: 1, 3, 5

Narrative
TCOA's mission to promote and preserve the independence and dignity of the aging population aligns with the desire to have at least one community in the PSA to receive recognition as a CFL. TCOA hopes to retain and attract residents, particularly seniors, to assist the communities to thrive and have access to goods, services and opportunities for quality living across the lifespan.

Objectives

1. Work to secure a community in the tri-county area as a recognized CFL by September 2019, such as the City of Lansing.
   Timeline: 10/01/2016 to 09/30/2019

Activities
·Partner with AARP to advance efforts to help people live easily and comfortably in their homes and communities as they age.

Conduct an aging-friendly community assessment for the City of Lansing and apply for recognition to Aging and Adult Services Agency as a CFL.

Expected Outcome
City of Lansing will be recognized as a Communities for a Lifetime and help them to retain and attract residents of all ages so the communities can thrive and have access to goods, services and opportunities for quality living across the lifespan.

Progress
-Attended AARP Forum to support efforts, provide input and promote a partnership to advance the aging friendly communities initiative.
-Provided CFL information and documentation on the process to become recognized as a CFL to the City of Lansing.

2. Increase the number of CFL's in TCOA's Planning and Service Area.
   Timeline: 10/01/2016 to 09/30/2019

Activities
Explore other communities in the tri-county area that may be willing to align their efforts with the qualifications and requirements to become a CFL.

Expected Outcome
Additional communities in the tri-county area will work to align their efforts with the qualifications and requirements

based organizations.
-Made a connection with Capital Area Commission for the Blind and attended a meeting of the National Black Caucus on Aging.
-Provided MMAP services to 80 area minorities as of 2nd quarter FY 2017 and did three presentations for community members, including one event at the MSU International Center.
-Resource Link and 4AM continue to pursue Health Plan contracts to provide sustainability to evidence-based programs. Contact has been made with pain management clinics to promote Chronic Pain PATH. We continue to work with physician offices to help promote the workshops.
-In the 1st quarter of FY 2017, outreach efforts to connect with neighborhood organizations included presentations at Mason First United Methodist for the Alzheimer Association Caregiver Support Group, Allen Neighborhood Center for the Senior Discovery group and at the Charlotte Library for the Eaton County Retired Educational Employees meeting.
-In the 1st quarter of FY 2017, outreach efforts to connect with neighborhood organizations included TCOA info in the Allen Neighborhood Center newsletter, attendance at the National Black Caucus on Aging at Letts Community Center, attendance at a community event at Allen Neighborhood Center, Holt Lions Club meeting presentation, attendance at a Health Fair for Housing Services of Mid Michigan, presentation at a Soup Supper at Knights of Columbus in St. Johns and Grace Lutheran church, and presentations at the Meridian and Eaton Area Senior centers.
-Community Relations and Grants Manager is seeking information from SE MI AAA's on their grant from MHEF on LGBT needs. Staff also secured braille resources, and a resource accessibility review is underway to help promote cultural competency in underserved populations.

2. Expand housing assistance to increase access to community housing options.
Timeline: 10/01/2016 to 09/30/2017

Activities
·Create/distribute directory of all senior housing, low income and accessible housing options in the tri-county area.

Convene/facilitate regular meetings for Managers of Senior Complexes and Landlords.

Create/distribute directory of Private Landlords

Expected Outcome
Tri-county residents will have increased access to community housing options.

Progress
-The Housing Specialist is in the process of converting old housing sheet into a user-friendly, more comprehensive spreadsheet while confirming information is current and updated, as needed. The Housing Specialist also developed detailed information sheets for individual complexes.
-To improve communication and information sharing with Senior Complexes and Landlords, the Housing Specialist is meeting individually with landlords and apartment managers.
-The Housing Specialist added private landlords to the housing database spreadsheet.

Progress
-Posting info about TCOA's local Kinship program to the Kinship Care coalition FB pages and related groups. Still no response to initial attempt to connect and discuss strengthening partnership and community efforts.
-Outreach is also underway to Intermediate School Districts and Regional Educational Service Agencies, as well as other youth-serving orgranizations.

6. Work to advance community integration and outreach efforts. (also fits agency Goals C, D and E)
   Timeline: 10/01/2016 to 09/30/2019

Activities
·Expand public awareness and education efforts.

Maintain Long Term Care Collaborative/Aging and Disability Resource Center partnership.

Develop TCOA Newsletter and communication materials.

Expand partnerships with doctors' offices, physician groups, health plans and community based organizations.

Expected Outcome
There will be increased community partnerships and collaboration efforts that will benefit tri-county residents.

Progress
-Efforts to expand public awareness and education efforts thus far have included multiple volunteer recruitment attempts, a nutrition presentation at NorthWest Initiative, attendance and input at AARP Caregiver forums, multiple health fairs, local radio broadcasts, presence at community events, presentations at local churches and senior centers, a press release on MOW volunteer needs and a presentation at Lansing Community College to nursing students on elder abuse. The Options Counselor participates in Vulnerable Adult Network (VAN) (all 3 counties), Capital Area Aging Network (CAAN), and Lansing Area Veterans Coalition (LAVC). Additional efforts included several media interviews in TCOA's 2nd quarter which contributed to a human interest column in the Lansing State Journal. An extensive volunteer recruitment campaign & Kinship Care outreach continue. Outreach efforts included TCOA info in Allen Neighborhood Center newsletter, attendance at the National Black Caucus on Aging at Letts Community Center, attendance at a Health Fair for Housing Services of Mid Michigan and several other community events and presentations.
-Planned and participated in November ADRC/LTC Collaborative Meeting. Actively recruiting new attendees. The Alzheimer's Association and Grace Hospice have recently joined the collaboration.
-Communication efforts included brainstorming ideas for monthly Mailchimp email to all constituents, updated talking points document and TCOA general brochure, discussed options for Matters of Interest and News Corner pages on website and linking TCOA blog through website, launched monthly e-newsletter and developed a new Kinship Care brochure and flyer.
-In hopes of expanding partnerships with doctors' offices, physician groups, health plans and community based organizations, recent efforts led to SMG Okemos holding a Diabetes PATH workshop at their office and TCOA and Sparrow Care Network are partnering to expand Diabetes PATH into their physician offices across the tri-county area and other regions. TCOA is contracting with Sparrow Care Network to provide leader training to their staff who will then conduct workshops in their offices. TCOA is also connecting with Pain Management physicians to expand Chronic Pain PATH. Resource Link and 4AM continues to pursue contracts with health

Activities

·Work with the Area Agencies on Aging Association of Michigan as well as location providers to increase the number of Enhanced Fitness, A Matter of Balance (MOB), Personal Action Toward Health (PATH), Diabetes PATH (D-PATH) and Creating Confident Caregivers (CCC/SAVVY) classes offered in the tri-county area.

Explore alternative and additional fund sources available to expand and sustain evidence-based programs.

Seek out community partners and train new Coaches, Lay Leaders and Master Trainers for these programs.

Seek out community organizations that serve minorities and underserved populations as partners to offer these programs to otherwise overlooked individuals.

Maintain Medicare certification and explore the possibility of expanding to Medicaid and other health plans for reimbursement.

Work to provide oral health programs in partnership with nutrition and dental organizations.

Expected Outcome

Tri-county residents will have greater access to evidence-based disease prevention programs in the agency's PSA.

Progress

-Contract negotiations continue with Resource Link and health plans to cover Matter of Balance and Diabetes PATH. A contract with Priority Health is pending approval.

-TCOA plans to offer and expand Medical Nutrition Therapy and the Chronic Pain PATH that began in FY 2017. Chronic Pain PATH and Medical Nutrition Therapy (MNT) are two new services TCOA is offering. Because these programs are new, we have started promoting these programs to TCOA's current community partners along with a local university and local physician offices, including offices that specialize in pain management. TCOA has billed and received payment from Medicare for Medical Nutrition Therapy (MNT) and is an active Medicare provider. New referrals are being accepted for MNT. Resource Link and 4AM continue to pursue Medicaid contracts and other health plans for reimbursement. TCOA has also applied for multiple grants to help sustain Evidence Based Programs.

-TCOA has recruited six new coaches/leaders for Diabetes PATH and one new master trainer for MOB. If TCOA receives grant funds to expand Chronic Pain PATH, an active search will be conducted to recruit new leaders for this program.

-Staff is seeking out grant for expanded Rural Ingham workshops.

-The Community Nutrition Manager has been working with Delta Dental, MDHHS and ICHD to provide oral hygiene education and information about where to get care and participated with Eaton County and Michigan Oral Health Coalitions.

2. Provide access to healthy and affordable meals to nutritionally at risk older adults.
   Timeline: 10/01/2016 to 09/30/2019

Activities

·Continue and work to expand Project Fresh.

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

Activities
Support possible millage planning committee, including providing data and information to inform campaign.

Expected Outcome
Ingham, Eaton and Clinton counties will each secure a Senior Millage for additional funding for vital unmet needs.

Progress
-Planner reached out to other area agencies to research how other organizations were involved in their local millage development process, if at all.

D. Protect older adults from abuse and exploitation.
State Goal Match: 5, 3, 2, 6

Narrative
TCOA's mission to "promote and preserve the independence and dignity of the aging population." Protecting the health and safety of older adults and persons with disabilities is of the highest importance to TCOA. This agency goal is directly tied to the agency's mission.

Objectives

1. Raise awareness of domestic abuse, physical and sexual abuse and financial exploitation occurring in the older adult population and how to better respond to these situations.
   Timeline: 10/01/2016 to 09/30/2019

Activities
·Continue to participate in the Ingham County Coordinated Community Response team.

Explore funding for domestic and sexual violence prevention and response.

Continue to participate in county vulnerable adult networks in the tri-county area.

Utilize social media to assist in publicizing information about current scams and fraud occurrences that are being reported locally.

Expected Outcome
Awareness of domestic abuse, physical abuse, sexual abuse and financial exploitation will be increased and tri-county residents will be better equipped to respond to and potentially prevent these situations.

Progress
-Staff attend Vulnerable Adult Network meetings in all three counties regularly. The Intake and Outreach Specialist attends the Ingham County Coordinated Community Response team regularly.
-TCOA posts any current and relevant scams on the Facebook page, including a post on 12/29/16 about a phone scam, 2/10/17 regarding the Attorney General's telemarketing fraud announcement and 3/10/17 regarding an OIG Hotline scam.
-An initiative to increase awareness of elder abuse through community education is being explored. TCOA is

2018 AIP Program Development Objectives

There are no new Program Development Objectives for Fiscal Year 2018. Please see the Approved MYP Program Development Objectives above that will carry over for the 2018 AIP.

Tri-County Office on Aging

FY 2018

APPENDIX D

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

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

Estimated number of meals these funds will be used to produce is:	550,000

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

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

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

RESOLUTION
OF
Tri-County Aging Consortium Administrative Board

June 19, 2017

Annual Implementation Plan Fiscal Year 2018

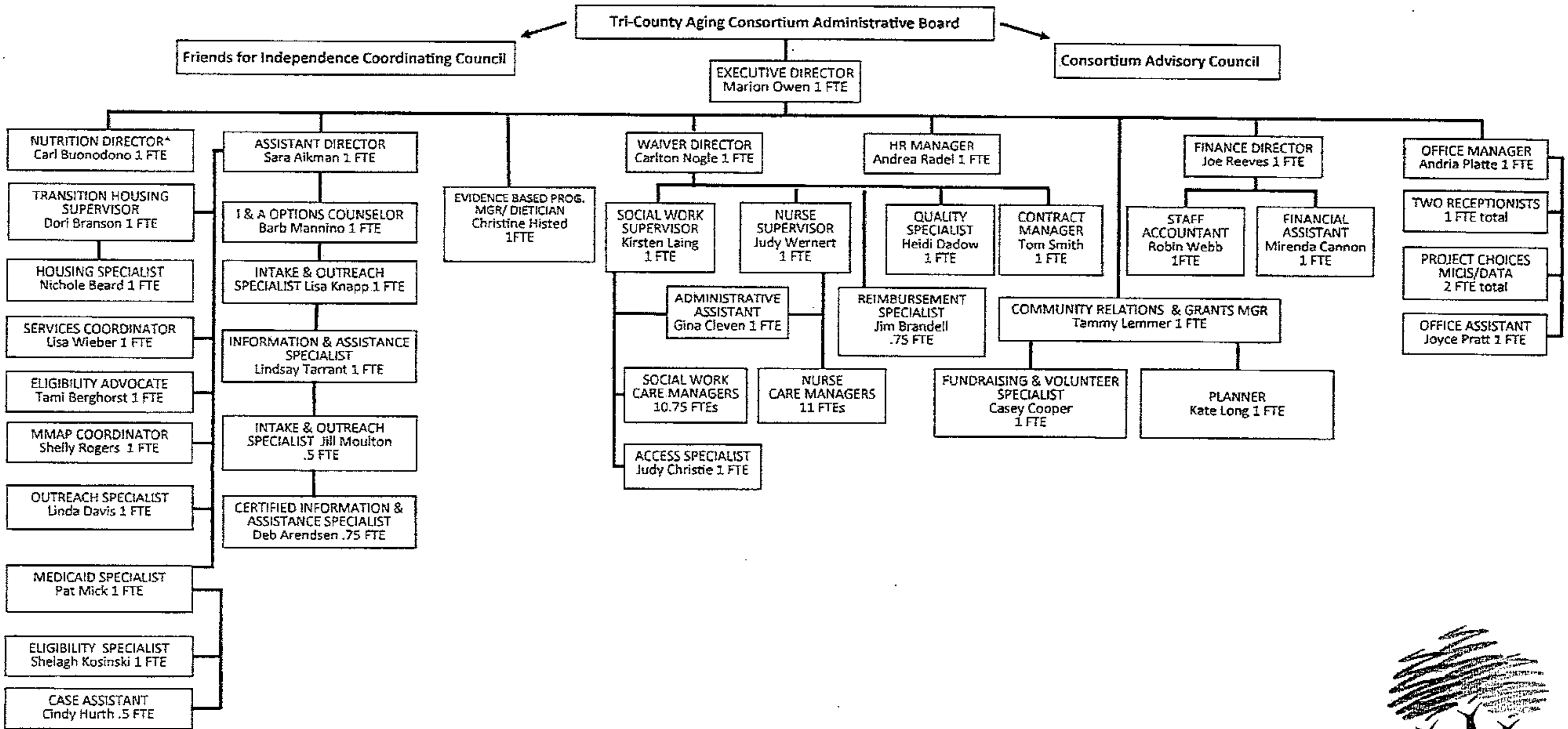
WHEREAS, the Consortium Advisory Council has reviewed the ***Tri-County Office on Aging's Annual Implementation Plan Fiscal Year 2018*** on June 8, 2017 with comments from the public hearing, and endorses said Plan for approval; and

WHEREAS, the Consortium Administrative Board reviewed the ***Annual Implementation Plan Fiscal Year 2018*** on June 19, 2017 with comments from the public hearing; and

WHEREAS, the Consortium Administrative Board finds that the ***Annual Implementation Plan Fiscal Year 2018*** addresses the needs of the Public Service Area VI of Clinton, Eaton and Ingham counties; now therefore, be it

RESOLVED, that the Consortium Administrative Board hereby approves the ***Annual Implementation Plan Fiscal Year 2018*** and authorizes the submission to the Michigan Aging and Adult Services Agency for their approval.

Tri-County Aging Consortium



* See Nutrition Organization Chart for further detail on TCOA's Nutrition Program staffing

Tri-County Office on Aging

March 2017

AREA AGENCY ON AGING--OPERATING BUDGET

PSA: 6 Budget Period: 10/01/17 to: 09/30/18 Date of Budget: 05/19/17

Agency: TCOA Rev. No.: Original

	Operations		Program Services/Activities											
	Admin	Program Develop	Congregate Nutrition	Home Del Nutrition	Care Mgmt	HCBS Waiver	Merit Award Trust Fund	Care Giver	CLP/ADRC	Outreach	Information & Assistance	Case Coordination	Other	TOTAL
REVENUES														
Federal Funds	136293	71910	527381	533589		20065378		6883	56735	23817	25490	4168	24300	21475944
State Funds	23747		9081	398209	215913		10859			27105	26155	15600		726669
Local Cash	21690									7570				29260
Local In-Kind		8045	35332	79755				765	6304	5658	5739	2197		143795
Interest Income	16000													16000
Fund Raising/Other	350000		160000	250000	23990								55714	839704
TOTAL	547730	79955	731794	1261553	239903	20065378	10859	7648	63039	64150	57384	21965	80014	23231372
EXPENDITURES														
Contractual Services														0
Purchased Services	35000				23990	16693078								16752068
Wages and Salaries	287225	41740	194630	585656	122355	2066965	0	7000	48100	64150	50370	20680	49390	3538261
Fringe Benefits	87635	12496	77852	175700	32888	558080		450	14665		7014	1285	14817	982882
Payroll Taxes	20683	2400	14900	44800	9360	158125		198	274				3780	254520
Professional Services	17500	5500	7850	7500	5700	117630							7500	169180
Accounting & Audit Services	6500	1250	42500	43500	7500	50000	10859							162109
Legal Fees	400					5000								5400
Occupancy	75400		77567	15000	4000	80000								251967
Insurance	2800	750				5000								8550
Office Equipment						32500								32500
Equip Maintenance & Repair			5500	19500										25000
Office Supplies	2500	1500	21000		1500	55000							2500	84000
Printing & Publication	1750	7500				24500								33750
Postage	500	450				35000								35950
Telephone	1250	650	11500	16000	3000	55000								87400
Travel	900	750	27500	47500		45000								121650
Conferences	1500	1500			350	17500								20850
Memberships	3000	1500				2000								6500
Miscellaneous	3187	1969	45000	15000	2500	65000							2027	134683
Food			205995	291397										497392
Contractor Services					26760									26760
TOTAL	512730	79955	731794	1261553	215913	3372300	10859	7648	63039	64150	57384	21965	80014	6479304

FY 2018 AREA PLAN GRANT BUDGET

Rev. 1/2017

Agency: Tri County Office on Aging | Budget Period: 10/01/17 to 09/30/18

PSA: 6 | Date: 05/15/17 | Rev. No.: Original | Page 1of 3

SERVICES SUMMARY

FUND SOURCE	SUPPORTIVE SERVICES	NUTRITION SERVICES	TOTAL
1. Federal Title III-B Services	359,552		359,552
2. Fed. Title III-C1 (Congregate)		452,658	452,658
3. State Congregate Nutrition		9,081	9,081
4. Federal Title III-C2 (HDM)		234,696	234,696
5. State Home Delivered Meals		398,209	398,209
8. Fed. Title III-D (Prev. Health)	24,921		24,921
9. Federal Title III-E (NFCSP)	154,814		154,814
10. Federal Title VII-A	11,525		11,525
10. Federal Title VII-EAP	6,181		6,181
11. State Access	27,105		27,105
12. State In-Home	212,271		212,271
13. State Alternative Care	106,702		106,702
14. State Care Management	215,913		215,913
16. St. ANS & St. NHO	60,946		60,946
17. Local Match			
a. Cash	23,990	-	23,990
b. In-Kind	130,841	115,087	245,928
18. State Respite Care (Escheat)	71,403		71,403
19. MATF & St. CG Support	129,084		129,084
20. TCM/Medicaid & MSO	9,485		9,485
21. NSIP		373,616	373,616
22. Program Income	3,100	410,000	413,100
TOTAL:	1,547,833	1,993,347	3,541,180

ADMINISTRATION

Revenues		Local Cash	Local In-Kind	Total
Federal Administration	136,293	21,690	-	157,983
State Administration	23,747			23,747
MATF & St. CG Support Administration	10,859			10,859
Other Admin				-
Total AIP Admin:	170,899	21,690	-	192,589

Expenditures	FTEs	
1. Salaries/Wages	2.50	130,651
2. Fringe Benefits		40,932
3. Office Operations		21,006
Total:		192,589

Cash Match Detail Source	Amount	In-Kind Match Detail Source	Amount
Clinotn County	3,226		
Eaton County	5,360		
Ingham County	5,934		
City of Lansing	7,080		
City of East Lansing	90		
Total:	21,690	Total:	-

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

Signature	Title	Date
[signature]	Finance Director	6/16/17

FY 2018 NUTRITION / OMBUDSMAN / RESPITE / KINSHIP - PROGRAM BUDGET DETAIL

Rev. 1/2017

Agency: Tri County Office on Aging　Budget Period: 10/01/17 to 9/30/18

PSA: 6　Date: 05/15/17　Rev. Number Original

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

SERVICE CATEGORY	Title III C-1	Title III C-2	State Congregate	State HDM	NSIP	Program Income	Cash Match	In-Kind Match	TOTAL
Nutrition Services									
1. Congregate Meals	452,658		9,081		74,723	160,000		35,332	731,794
2. Home Delivered Meals		234,696		398,209	298,893	250,000		79,755	1,261,553
3. Nutrition Counseling									-
4. Nutrition Education									-
5. AAA RD/Nutritionist*									-
Nutrition Services Total	452,658	234,696	9,081	398,209	373,616	410,000	-	115,087	1,993,347

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

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

SERVICE CATEGORY	Title III-B	Title VII-A	Title VII-EAP	State NHO	MSO Fund	Program Income	Cash Match	In-Kind Match	TOTAL
LTC Ombudsman Services									
1. LTC Ombudsman	6,678	11,525		18,678	9,485	-	-	5,152	51,518
2. Elder Abuse Prevention	-		6,181			-	-	687	6,868
3. Region Specific	-	-	-	-		-	-	-	-
LTC Ombudsman Ser. Total	6,678	11,525	6,181	18,678	9,485	-	-	5,839	58,386

FY 2018 AREA PLAN GRANT BUDGET- RESPITE SERVICE DETAIL

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

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

SERVICE CATEGORY	Title III-B	Title III-E				Program Income	Cash Match	In-Kind Match	TOTAL
Kinship Ser. Amounts Only									
1. Caregiver Sup. Services	-	-				-	-	-	-
2. Kinship Support Services	-	7,741				-	-	860	8,601
3. Caregiver E,S,T	-	-				-	-	-	-
4.	-	-				-	-	-	-
Kinship Services Total	-	7,741				-	-	860	8,601

FY 2018 BUDGET REVIEW SPREADSHEET

Agency:	Tri County Office	6	
Date of SGA:		SGA No.	
Date of Budget:	05/15/17	Revision No.	Original
SGA CATEGORY	**SGA AWARD**	**C/O AMOUNT**	**TOTAL**
Title III Administration	$ 136,293		$ 136,293
State Administration	$ 23,747		$ 23,747
Title III-B Services	$ 359,552		$ 359,552
Title III-C-1 Services	$ 452,658		$ 452,658
Title III-C-2 Services	$ 234,696		$ 234,696
Federal Title III-D (Prev. Health)	$ 24,921		$ 24,921
Title III-E Services (NFCSP)	$ 154,814		$ 154,814
Title VII/A Services (LTC Ombuds)	$ 11,525		$ 11,525
Title VII/EAP Services	$ 6,181		$ 6,181
St. Access	$ 27,105		$ 27,105
St. In Home	$ 212,271		$ 212,271
St. Congregate Meals	$ 9,081		$ 9,081
St. Home Delivered Meals	$ 398,209		$ 398,209
St. Alternative Care	$ 106,702		$ 106,702
St. Aging Network Srv. (St. ANS)	$ 42,268		$ 42,268
St. Respite Care (Escheats)	$ 71,403		$ 71,403
Merit Award Trust Fund (MATF)	$ 124,573		$ 124,573
St. Caregiver Support (St. CG Sup.)	$ 15,370		$ 15,370
St. Nursing Home Ombuds	$ 18,678		$ 18,678
MSO Fund-LTC Ombudsman	$ 9,485		$ 9,485
St. Care Mgt.	$ 215,913		$ 215,913
NSIP	$ 373,616		$ 373,616
			$ -
SGA TOTALS:	$ 3,029,061	$ -	$ 3,029,061
ADMINISTRATION	**BUDGET**	**SGA**	**DIFFERENCE**
Federal Administration	$ 136,293	$ 136,293	$ -
State Administration	$ 23,747	$ 23,747	$ -
Sub-Total:	$ 160,040	$ 160,040	$ -
MATF & St. CG Sup. Administration	$ 10,859		
Local Administrative Match			
Local Cash Match	$ 21,690		
Local In-Kind Match	$ -		
Sub-Total:	$ 21,690		
Other Admin	$ -	AIP TOT ADMIN	DIFFERENCE
Total Administration:	$ 192,589	$ 192,589	$ -
SERVICES:	**BUDGET**	**SGA**	**% BUDGETED**
Federal Title III-B Services	$ 359,552	$ 359,552	100.0000%
Fed. Title III C-1 (Congregate)	$ 452,658	$ 452,658	100.0000%
State Congregate Nutrition	$ 9,081	$ 9,081	100.0000%
Federal C-2 (HDM)	$ 234,696	$ 234,696	100.0000%
State Home Delivered Meals	$ 398,209	$ 398,209	100.0000%
Federal Title III-D (Prev. Health)	$ 24,921	$ 24,921	100.0000%
Federal Title III-E (NFCSP)	$ 154,814	$ 154,814	100.0000%
St. Access	$ 27,105	$ 27,105	100.0000%
St. In Home	$ 212,271	$ 212,271	100.0000%
St. Alternative Care	$ 106,702	$ 106,702	100.0000%
St. Care Mgt.	$ 215,913	$ 215,913	100.0000%
St. LTC Ombudsman	$ 18,678	$ 18,678	100.0000%
St ANS	$ 42,268	$ 42,268	100.0000%
Sub-Total:	$ 2,256,868	$ 2,256,868	100.0000%
Local Service Match			
Local Cash Match	$ 23,990		
Local In-Kind Match	$ 245,928		
Sub-Total:	$ 269,918		
Title VII/A Services (LTC Ombuds)	$ 11,525	$ 11,525	100.0000%
Title VII/EAP Services	$ 6,181	$ 6,181	100.0000%
NSIP	$ 373,616	$ 373,616	100.0000%
St. Respite Care (Escheats)	$ 71,403	$ 71,403	100.0000%
MATF + St. CG Support	$ 129,084	$ 129,084	100.0000%
MSO Fund-LTC Ombudsman	$ 9,485	$ 9,485	100.0000%
TCM-Medicaid / CM	$ -		
Program Income	$ 413,100		
Total Services:	$ 3,541,180		
Grand Total: Ser.+ Admin.	$ 3,733,769		

Fiscal Year:	FY 2018
Date Reviewed by AASA:	
Initials of Field Rep Approving:	
AAA COMMENTS	
AASA COMMENTS	
Administrative Match Requirements	
Minimum federal administration match amount	$45,431
Administration match expended (State Adm. + Local Match)	$45,437
Is the federal administration matched at a minimum 25%?	Yes
Does federal administration budget equal SGA?	Yes
Does state administration budget equal SGA?	Yes
Merit Award Trust Admin. & St. Caregiver Support Admin must be expended at or below 9% of	
Total Merit Award Trust Fund & St. Caregiver Support Admin. Funds budgeted:	8%
Is Merit Award Trust Fund & St CG Support Admin. budgeted at 9% or less?	Yes
Amount of MATF Funds budgeted on Adult Day Care	$ 83,000
Is at least 50% of MATF budgeted on Adult Day Care services?	Yes
Title III-E Kinship Services Program Requirements	
Are kinship services budgeted at > 5% of the AAA's Title III-E funding?	Yes
Are kinship services budgeted at < 10% of the AAA's Title III-E funding?	Yes
[note: see TL #369 & TL#2007-141]	
For Agencies required to budget a minimum of $25,000 of Title III-E requirement met?	N/A
Title III-B Long Term Care Ombudsman Maintenance of Effort Requirements	
Amount required from Transmittal Letter #428. (see cell L 42)	$4,086
Budgeted amount Title III-B for LTC Ombudsman.	$6,678
Is required maintenance of effort met?	Yes
Service Match Requirements	
Minimum service match amount required	$253,371
Service matched budgeted: (Local Cash + In-Kind)	$269,918
Is the service allotment matched at a minimum 10%?	Yes
Miscellaneous Budget Requirements / Constraints	
Amounts budgeted for OAA / AASA Priority Services:	
Access:	$94,865
In-Home:	$118,970
Legal:	$23,400
Total Budgeted for Priority Services:	$237,235
Are Access Services budgeted at minimum 10% of Original ACL Title III-B	Yes
Are In Home Services budgeted at minimum 10% of Original ACL Title III-B	Yes
Are Legal Services budgeted at minimum 6.5% of Original ACL Title III-B	Yes
(Actual % of Legal)	6.51%
Title III-B award w/o carryover or Transfers in current SGA	$359,552
Amount budgeted for Program Development:	$71,910
% of Title III-B Program Development (must be 20% or less):	19.0%
Is Program Development budgeted at 20% or less?	Yes
Title III-D allotment with carryover:	$24,921
Amount budgeted for EBDP Activities, per TL#2012-244:	$24,921
Is 100% of Title III-D budgeted on APPROVED EBDP?	Yes

FY 2018 Annual Implementation Plan
Direct Service Budget Detail #1

AAA: Tri County Office on Aging - Region 6 **FISCAL YEAR:** FY 2018

SERVICE: Care Management

LINE ITEM	Federal OAA Title III Funds	Other Fed Funds (non-Title III)	State Funds	Program Income	Match Cash	Match In-Kind	Other Resources	Total Budgeted
Wages/Salaries			111,455					111,455
Fringe Benefits			33,150					33,150
Travel			4,000					4,000
Training			300					300
Supplies			1,300					1,300
Occupancy			19,157					19,157
Communications			2,500					2,500
Equipment								0
Other:			9,025					9,025
Service Costs			11,146					11,146
Purchased Services			23,880		23,990			47,870
								0
Totals	0	0	215,913	0	23,990	0	0	239,903

SERVICE AREA:
(List by County/City if service area is not entire PSA)

Does the Direct Service Budget reflect any changes to the one approved as part of the agency's FY AIP? No
If yes, please describe:

SCHEDULE OF MATCH & OTHER RESOURCES #1 **FY 2018**

SOURCE OF FUNDS	MATCH VALUE Cash	MATCH VALUE In-Kind	OTHER RESOURCES VALUE Cash	OTHER RESOURCES VALUE In-Kind
Fund Raising Program	23,990			

FY 2018 Annual Implementation Plan
Direct Service Budget Detail #3

AAA: Tri County Office on Aging - Region 6

FISCAL YEAR: FY 2018

SERVICE: Case Coordination and Support

LINE ITEM	Federal OAA Title III Funds	Other Fed Funds (non-Title III)	State Funds	Program Income	Match Cash	Match In-Kind	Other Resources	Total Budgeted
Wages/Salaries	2,985		12,001			1,740		16,726
Fringe Benefits	1,101		3,300			381		4,782
Travel								0
Training								0
Supplies								0
Occupancy								0
Communications								0
Equipment								0
Other:								0
Service Costs								0
Purchased Services								0
								0
Totals	**4,086**	**0**	**15,301**	**0**	**0**	**2,121**	**0**	**21,508**

SERVICE AREA:
(List by County/City if service area is not entire PSA)

Does the Direct Service Budget reflect any changes to the one approved as part of the agency's FY AIP? No
If yes, please describe:

SCHEDULE OF MATCH & OTHER RESOURCES #3 FY 2018

SOURCE OF FUNDS	MATCH VALUE Cash	MATCH VALUE In-Kind	OTHER RESOURCES VALUE Cash	OTHER RESOURCES VALUE In-Kind
TCOA		2,121		

FY 2018 Annual Implementation Plan
Direct Service Budget Detail #5

AAA: Tri County Office on Aging - Region 6 **FISCAL YEAR:** FY 2018

SERVICE: Information and Assistance

LINE ITEM	Federal OAA Title III Funds	Other Fed Funds (non-Title III)	State Funds	Program Income	Match Cash	Match In-Kind	Other Resources	Total Budgeted
Wages/Salaries	17,840		18,311			4,017		40,168
Fringe Benefits	7,650		7,844			1,722		17,216
Travel								0
Training								0
Supplies								0
Occupancy								0
Communications								0
Equipment								0
Other:								0
Service Costs								0
Purchased Services								0
								0
Totals	25,490	0	26,155	0	0	5,739	0	57,384

SERVICE AREA:
(List by County/City if service area is not entire PSA)

Does the Direst Service Budget reflect any changes to the one approved as part of the agency's FY 2014 AIP? No
If yes, please describe:

SCHEDULE OF MATCH & OTHER RESOURCES #5 FY 2018

SOURCE OF FUNDS	MATCH VALUE Cash	MATCH VALUE In-Kind	OTHER RESOURCES VALUE Cash	OTHER RESOURCES VALUE In-Kind
TCOA		5,739		

FY 2018 Annual Implementation Plan
Direct Service Budget Detail #7

AAA: Tri County Office on Aging - Region 6

FISCAL YEAR: FY 2018

SERVICE: Home Delivered Meals

LINE ITEM	Federal OAA Title III Funds	Other Fed Funds (non-Title III)	State Funds	Program Income	Match Cash	Match In-Kind	Other Resources	Total Budgeted
Wages/Salaries	161,878		225,268					387,146
Fringe Benefits	69,377		96,542					165,919
Travel						79,755		79,755
Training								0
Supplies								0
Occupancy								0
Communications								0
Equipment								0
Other:	3,441	298,893	76,399	231,000				609,733
Service Costs								0
Purchased Services								0
								0
Totals	234,696	298,893	398,209	231,000	0	79,755	0	1,242,553

SERVICE AREA:
(List by County/City if service area is not entire PSA)

Does the Direct Service Budget reflect any changes to the one approved as part of the agency's FY AIP? No
If yes, please describe:

SCHEDULE OF MATCH & OTHER RESOURCES FY 2018

SOURCE OF FUNDS	MATCH VALUE Cash	MATCH VALUE In-Kind	OTHER RESOURCES VALUE Cash	OTHER RESOURCES VALUE In-Kind
TCOA		79,755		

FY 2018 Annual Implementation Plan
Direct Service Budget Detail #9

AAA: Tri County Office on Aging - Region 6

FISCAL YEAR: FY 2018

SERVICE: CLP

LINE ITEM	Federal OAA Title III Funds	Other Fed Funds (non-Title III)	State Funds	Program Income	Match Cash	Match In-Kind	Other Resources	Total Budgeted
Wages/Salaries	39,708					4,412		44,120
Fringe Benefits	17,027					1,892		18,919
Travel								0
Training								0
Supplies								0
Occupancy								0
Communications								0
Equipment								0
Other:								0
Service Costs								0
Purchased Services								0
								0
Totals	56,735	0	0	0	0	6,304	0	63,039

SERVICE AREA:
(List by County/City if service area is not entire PSA)

Does the Direct Service Budget reflect any changes to the one approved as part of the agency's FY AIP? No
If yes, please describe:

SCHEDULE OF MATCH & OTHER RESOURCES FY 2018

SOURCE OF FUNDS	MATCH VALUE Cash	MATCH VALUE In-Kind	OTHER RESOURCES VALUE Cash	OTHER RESOURCES VALUE In-Kind
TCOA		6,304		

FY 2018 Annual Implementation Plan
Direct Service Budget Detail #11

AAA: Tri County Office on Aging - Region 6

FISCAL YEAR: FY 2018

SERVICE: Care Transitions Program

LINE ITEM	Federal OAA Title III Funds	Other Fed Funds (non-Title III)	State Funds	Program Income	Match Cash	Match In-Kind	Other Resources	Total Budgeted
Wages/Salaries	700					76		776
Fringe Benefits	300					35		335
Travel								0
Training								0
Supplies								0
Occupancy								0
Communications								0
Equipment								0
Other:								0
Service Costs								0
Purchased Services								0
								0
Totals	1,000	0	0	0	0	111	0	1,111

SERVICE AREA:
(List by County/City if service area is not entire PSA)

Does the Direct Service Budget reflect any changes to the one approved as part of the agency's FY AIP? No
If yes, please describe:

SCHEDULE OF MATCH & OTHER RESOURCES FY 2018

SOURCE OF FUNDS	MATCH VALUE Cash	MATCH VALUE In-Kind	OTHER RESOURCES VALUE Cash	OTHER RESOURCES VALUE In-Kind
TCOA		111		

Fundable Services Matrix - Updated attachment to TL #2015-301

Attachment

ACCESS SERVICES

		Federal Funds				State Funds						
Op Std	Access Services	Title III-B	Title III-D **	Title III-E	Title VII	St. Access	St. Care Management	St. Respite Care (Escheats)	St. In-Home	St. Merit Award Trust Fund (MATF)	St. Caregiver Support (St. CG Sup.)	St. Aging Network Services (St. ANS)
A-1	Care Management	X		X		X	X					X
A-2	Case Coordination & Support	X		X		X	X					X
A-3	Disaster Advocacy & Outreach Program	X										
A-4	Information & Assistance	X		X		X						X
A-5	Outreach	X		X		X						X
A-6	Transportation (For MATF & St. CG Sup. only) - adult day service and respite related transport of service recipients including related medical and shopping assistance is allowed.	X		X						X	X	

IN-HOME SERVICES

		Federal Funds				State Funds						
Op Std	In-Home Services	Title III-B	Title III-D **	Title III-E	Title VII	St. Access	St. Alternative Care	St. Respite Care (Escheats)	St. In-Home	St. Merit Award Trust Fund (MATF)	St. Caregiver Support (St. CG Sup.)	St. Aging Network Services (St. ANS)
B-1	Chore	X										
B-2	Home Care Assistance	X					X		X			X
B-3	Home Injury Control	X		X								
B-4	Homemaking	X					X		X			X
B-6	Home Health Aide	X					X		X			X
B-7	Medication Management	X					X		X			X
B-8	Personal Care	X					X		X			X
B-9	Personal Emergency Response System (PERS) (Assistive Device&Tech)	X		X			X		X			X
B-10	Respite Care (may also include chore, homemaking, home care assistance, home health aide, meal prep./HDM & personal care serv. as a form of respite care)	X		X			X	X	X	X	X	X
B-11	Friendly Reassurance	X										

COMMUNITY SERVICES

		Federal Funds				State Funds						
Op Std	Community Services	Title III-B	Title III-D **	Title III-E	Title VII	St. Nursing Home Ombudsman	St. Alternative Care	St. Respite Care (Escheats)	St. In-Home	St. Merit Award Trust Fund (MATF)	St. Caregiver Support (St. CG Sup.)	St. Aging Network Services (St. ANS)
C-1	Adult Day Service	X		X			X	X		X	X	X
C-2	Dementia Adult Day Care	X		X			X	X		X	X	X
C-6	Disease Prevention/Health Promotion	X	X	X								
C-7	Health Screening	X										
C-8	Assistance to Hearing Impaired & Deaf	X										
C-9	Home Repair	X										
C-10	Legal Assistance	X		X								
C-11	Long Term Care Ombudsman	X			Title VII A X	X						
C-12	Senior Center Operations	X										
C-13	Senior Center Staffing	X										
C-14	Vision Services	X										
C-15	Prevention of Elder Abuse, Neglect & Exploitation	X			Title VII A & EAP X							
C-16	Counseling Services	X		X								
C-17	Creating Confident Caregivers® (CCC).	X	X	X								
C-18	Caregiver Supplemental Services	X		X								
C-19	Kinship Support Services	X		X								
C-20	Caregiver Education, Support & Training	X		X								

NUTRITION SERVICES

Op Std	Nutrition Service	Title III-C1 & State Congregate	Title III-C2 & State Home Delivered Meals	Title III-E	*NSIP
C-3	Congregate Meals	X			X
B-5	Home Delivered Meals		X	X	X
C-4	Nutrition Counseling	X	X	X	
C-5	Nutrition Education	X	X	X	

*NSIP funds are designated for actual food costs for OAA Title III eligible meals.

** Note for Title III D – All funds have to be used for Evidence-Based programs.

Requirements from AASA Transmittal letters that establish Fundable Service Categories

Replaces TL 363, 2005 E02 & 2007 147

See [illegible] for guidance re St. MATF

See TL 2013 344 for guidance on Title III

See TL 2012 256 for guidance re St. ANS

Rev Date 3/5/15

Full Program Title Name

Title III Administration	Federal
State Administration	State
Title IIIB Supportive Services	Federal
Title IIIC-1 Services Congregate Meals	Federal
Title IIIC-2 Services Home Delivered Meals	Federal
Title IIID Services (Preventive Health)	Federal
Title IIIE Services (NFCSP) National Family Caregiver Support	Federal
Title VII/A Services (LTC Ombudsman)	Federal
Title VII/EAP Services Elder Abuse Prevention	Federal
State Access Services	State
State In-Home Services	State
State Congregate Meals	State
State Home Delivered Meals	State
State Alternative Care	State
State Aging Network Services (St. ANS)	State
State Caregiver Support	State
State Respite Care	State
State Merit Award (Tobacco Respite Care)	State
State Nursing Home Ombs	State
Michigan State Ombudsman (MSO)	State
State Care Management	State
Nutrition Services Incentive Program (NSIP)	Federal

EVIDENCE-BASED PROGRAMS PLANNED FOR FY 2018

Funded Under Disease Prevention Health Promotion Service Definition

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

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

Program Name	Provider Name	Anticipated No. of Participants	Funding Amount
Senior Fitness	YMCA of Metropolitan Lansing	330	$24,921
Diabetes Personal Action Toward Health (D-PATH)	TCOA	75	III-B Funded
Matter of Balance (MOB)	TCOA	100	III-B Funded
Chronic Pain Personal Action Toward Health (Chronic Pain PATH)	TCOA	25	III-B Funded
Medical Nutrition Therapy (MNT)	TCOA	20	III-B Funded
Fit For Life	East Lansing Prime Time Seniors Program	220	III-B Funded
Diabetes Personal Action Toward Health (D-Path) Personal Action Toward Health (PATH)	Caring and Sharing Family Life Services	32	III-B Funded