

HUMAN SERVICES COMMITTEE

A G E N D A

TUESDAY, JULY 17, 2012

4:15 P.M. or immediately following the Personnel/Judicial Committee mtg.

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.

- I CALL TO ORDER
- II ROLL CALL
- 1- 2 III MINUTES (6/19/12)
- IV PUBLIC INPUT
- V PETITIONS AND COMMUNICATIONS
 - A. Bay Future, Inc. - Update (**Power point presentation by Magen Samyn - Receive**)
 - B. Requests for Region VII, Area Agency on Aging Funding (**The following are provided to allow for comments from each county in Region - Receive**)
 - 3-10 1. Alzheimer's Association
 - 11-13 2. Golden Horizons Adult Day Care Center
 - 14-21 3. Lakeshore Legal Aid
- VI REFERRALS
- VII UNFINISHED BUSINESS
- VIII NEW BUSINESS
- IX ANNOUNCEMENTS
- X MISCELLANEOUS
- XI ADJOURNMENT

PLEASE NOTE: THE COMMITTEE CHAIR HAS REQUESTED THAT ANY ELECTED OFFICIAL, DEPARTMENT/ DIVISION HEAD PLACING AN ITEM ON THE WAYS AND MEANS COMMITTEE AGENDA BE PRESENT OR HAVE A REPRESENTATIVE PRESENT TO SPEAK TO THEIR REQUEST AND/OR ANSWER ANY QUESTIONS POSED BY COMMITTEE MEMBERS.

HUMAN SERVICES COMMITTEE

MINUTES

MEETING OF THE HUMAN SERVICES COMMITTEE ON TUESDAY, JUNE 19, 2012, in the Commission Chambers, Fourth Floor, Bay County Building, 515 Center Avenue, Bay City, MI 48708.

Call to order @ 5:30 p.m. by Chair Tilley.

Roll call:

		MOTION NO.										
COMMISSIONERS PRESENT		1	2	3	4	5	6	7	8	9	10	11
DONALD J. TILLEY, CHAIR	P	Y	Y	Y	Y	Y						
BRANDON KRAUSE, VICE CHAIR	P	Y	S/Y	S/Y	Y	S/Y						
JOE DAVIS	P	Y	Y	Y	Y	Y						
ERNIE KRYGIER	P	M/Y	M/Y	Y	M/Y	M/Y						
TOM RYDER	P	Y	Y	Y	S/Y	Y						
CHRISTOPHER RUPP	P	S/Y	Y	Y	Y	Y						
KIM COONAN, EX OFFICIO	P	Y	Y	M/Y	Y	Y						

		MOTION NO.										
COMMISSIONERS PRESENT		12	13	14	15	16	17	18	19	20	21	22
DONALD J. TILLEY, CHAIR												
BRANDON KRAUSE, VICE CHAIR												
JOE DAVIS												
ERNIE KRYGIER												
TOM RYDER												
CHRISTOPHER RUPP												
KIM COONAN, EX OFFICIO												

		MOTION NO.										
COMMISSIONERS PRESENT		23	24	25	26	27	28	29	30	31	32	33
DONALD J. TILLEY, CHAIR												
BRANDON KRAUSE, VICE CHAIR												
JOE DAVIS												
ERNIE KRYGIER												
TOM RYDER												
CHRISTOPHER RUPP												
KIM COONAN, EX OFFICIO												

OTHERS PRESENT: T.HICKNER, M.GRAY, M.FITZHUGH, C.HEBERT, T.QUINN, B.MACGREGOR, T.ROEHRS, J.STRASZ, R.REDMOND, BAY 3 TV, D.BERGER

M-MOVED; S-SUPPORTED; Y-YEA; N-NAY; ABS.-ABSTAIN; E-EXCUSED; A-ABSENT

-/-

HUMAN SERVICES COMMITTEE

TUESDAY, JUNE 19, 2012

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MOTION NO.

NOTE: In addition to these typed minutes, this Committee meeting was also taped by Bay 3 TV and those tapes are available for review in the Administrative Services Department or can be viewed on Bay County's website www.baycounty-mi.gov/executive/videos.

- 1** **MOVED, SUPPORTED AND CARRIED TO APPROVE THE MINUTES OF THE MAY 15, 2012 HUMAN SERVICES COMMITTEE MEETING AS PRINTED.**

Barry Schmidt, Prevention Consultant, Neighborhood Resource Center, spoke to prescription drug use and disposal emphasizing the increase in prescription drug abuse. Michigan is one of fifteen states where drug overdoses exceed car crashes as the lead cause of death. Opiates exceed alcohol in abuse. Drugs are being shared without knowing the consequences. Commissioner Tilley thanked Mr. Schmidt for his presentation.

- 2** **MOVED, SUPPORTED AND CARRIED TO RECEIVE THE REPORT.**

- 3** **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF AMENDMENT # 3 OF THE FY 2011-2012 CPBC AGREEMENT (HEALTH DEPT.).**

- 4** **MOVED, SUPPORTED AND CARRIED TO RECEIVE REGION VII, AREA AGENCY ON AGING SECOND QUARTER FY2012 PERFORMANCE ANALYSIS FOR THE DIVISION ON AGING, LAKESHORE LEGAL AID, AND GOLDEN HORIZONS ADULT DAY CARE.**

- 5** **MOVED, SUPPORTED AND CARRIED TO ADJOURN (5:38 P.M.).**

Sincerely,

Deanne Berger

Deanne Berger
Board Coordinator

Greater Michigan Chapter

Central Office:

Metro Detroit Region
20300 Civic Center Drive
Suite 100
Southfield, MI 48076

248 351 0280 p
248 351 0417 f

Regional Offices:

Central Michigan
4604 N. Saginaw Road
Suite F
Midland, MI 48640

989 839 9910 p
989 839 5910 f

Northern Michigan Region
Alpena Office
526 West Chisholm
Alpena, MI 49707

989 356 4087 p
989 354 7879 f

Traverse City Office
1040 Walnut Street
Traverse City, MI 49686

231 929 3804 p
231 929 2766 f

Upper Peninsula
710 Chippewa Square
Suite 201
Marquette, MI 49855

906 228 3910 p
906 228 2455 f

West Michigan
2944 Fuller Avenue, N.E.
Suite 101
Grand Rapids, MI 49505

616 459 4558 p
616 459 8874 f

June 22, 2012

Bay County Board of Commissioners
Bay County Building, Suite 405
515 Center Avenue
Bay City, MI 48708
ATTN: Kim Coonan, Chairperson

Dear Board of Commissioners/Chairperson Coonan:

Please find enclosed an Application Narrative and a detailed Budget Summary. These documents are in response to the Region VII Area Agency on Aging Request for Proposals to provide Caregiver Education in Bay County.

If you have any questions regarding these documents, please feel free to contact me.

Sincerely,



Patricia Meyer
Regional Director
Alzheimer's Association – Central Michigan Region

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County Board Summary
Alzheimer's Association – Greater Michigan Chapter, Central Michigan Region

Organization Overview

The mission of the Alzheimer's Association – Greater Michigan Chapter (GMC) is to eliminate Alzheimer's disease through the advancement of research; to provide and enhance care and support for all affected; and to reduce the risk of dementia through the promotion of brain health.

The GMC, founded in 1981, is a private non-profit voluntary health organization and one of over 70 chapters across the United States. The GMC, headquartered in Southfield, has regional offices in Alpena, Grand Rapids, Marquette, Midland, and Traverse City. The GMC serves 60 counties and offers services to more than 146,000 individuals who have Alzheimer's disease or related dementias, their caregivers, health professionals, senior care workers, and community members in the GMC's service area. The Alzheimer's Association is unique because it is the most qualified non-profit voluntary health organization dedicated to the care and management of individuals with Alzheimer's disease or related dementias.

The GMC has been providing caregiver education workshops since the Chapter was started in 1981. The GMC is able to provide caregivers and persons with Alzheimer's disease and other related dementias with resources and support through a wide range of programs and services. Caregivers and persons with Alzheimer's disease or related dementias can utilize the following programs through the GMC in Central Michigan: Respite Care Assistance Scholarships; Educational Workshops; Counseling/Care Management; Caregiver Support Groups; Specialized Support Groups (i.e. – early stage); 24 hour/7 day Telephone Helpline; Chapter Website, www.alz.org/gmc; Medic Alert + Safe Return - Wandering Registration Program and Tri-annual Chapter Newsletter.

The GMC has experienced numerous accomplishments, including two organizational mergers in the past 10 years. Since the mergers, all regions of the GMC have seen an increase in the number of individuals served on an annual basis. In addition, the GMC has also experienced the following recent programmatic accomplishments in the Mid-Michigan region:

- Providing training to caregivers in partnership with local Area Agency on Aging offices throughout the GMC service area to provide the Creating Confident Caregivers evidence-based educational series; and
- Enhanced the education programs and work provided by the GMC in the community offering dementia-specific caregiver workshops that are consistent throughout the GMC and are supported by the latest research and knowledge from the National Office of the Alzheimer's Association.

The GMC's Strategic Plan is intended to unite the entire organization under one national vision and mission and to serve as a roadmap for the GMC's future direction. The local implementation plans were developed by the GMC's Board of Directors, staff and volunteers, with input from many other segments of the GMC. The Strategic Plan provides direction for the energies and activities of those involved with the organization.

Targeting Plan

The Alzheimer's Association – Greater Michigan Chapter (GMC) and specifically the Caregiver Education Program serves clients on a first come first serve basis regardless of an individual's low-income or minority status. However, the GMC does conduct targeted outreach activities in order to ensure that low-income and minority individuals are aware of the services available and that they do have access to these services.

Based on analysis from the Michigan Department of Community Health of 2010 census data, the GMC knows that in Bay County an estimated 2,567 have Alzheimer's disease, and for each of those individuals there is a family member or friend who will be serving in a caregiving role who is eligible for

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County Board Summary
Alzheimer's Association – Greater Michigan Chapter, Central Michigan Region

participation in the Caregiver Education Program. That is 14.66% of individuals over the age of 65 in Bay County have Alzheimer's disease and that another 14.66% that serve as their caregivers. In Clare County, an estimated 735 residents have Alzheimer's disease. That is 11.91% of the individuals in Clare County that have Alzheimer's disease and another 11.91% that serve as their caregivers and are eligible for participation in the Caregiver Education Program.

The GMC markets the program on an ongoing basis. In the upcoming year the Greater Michigan Chapter plans to market the Caregiver Education Program to the community to increase awareness of the program in a number of ways, including, but not limited to: Chapter tri-annual Newsletter and Website (www.alz.org/gmc), Harry L. Nelson Helpline (Chapter 24-hour/7-day Telephone Helpline), Caregiver Support Groups, Community Presentations, and Community Health Fairs, Collaborative Community Partners, Local Physicians and hospitals, Direct mailings, and media – including print media and public service announcements.

The GMC collaborates with numerous low-income, minority, and/or frail older adult serving organizations throughout Central and Mid Michigan as a means to specifically reach the target audience of low-income elderly and minority community members. These collaborations include, but are not limited to the Saginaw Chippewa Indian Tribe, Saganing Tribal Center, Bay-Arenac Behavioral Services, Arenac County Council on Aging, MidMichigan Medical Center Community Education, Human Development Commission on Tuscola County, Clare/Gladwin Health Improvement Workgroup, Michigan Commission on Law Enforcement Standards, Human Services Coordinating Body of Gladwin County, Ministerial Association of Clare County, Pinconning/Bay Ministerial Association, Midland County Senior Services, Golden Horizons Adult Day Care, Isabella County Commission on Aging, Gratiot County Commission on Aging, Gladwin County Commission on Aging, Saginaw County Commission on Aging, Genesee County Commission on Aging and the County of Genesee Office of Senior Services.

The GMC works to serve non-English speaking clients in a number of ways. The Chapter's Harry L. Nelson Helpline (24/7 telephone Helpline) has a language line so that non-English speaking clients can receive assistance and referrals in their native language. In addition, many of the key Chapter brochures/handouts are available in Spanish.

The GMC does not specifically target individuals who are unable to perform 3 activities of daily living for participation in the caregiver training. Rather, the GMC is targeting the caregivers of those with Alzheimer's disease and other related disorders who are currently unable to perform 3 activities of daily living or will likely reach that level of decline in ability as the disease progresses. Should the GMC have an individual in the targeted community that would like to attend the caregiver training workshops, but is not able to perform all of their own activities of daily living, the GMC and the host facility will make all accommodations necessary in order to enable the person to be able to participate.

Similar to individuals unable to perform 3 Activities of Daily Living, the GMC does not target individuals with cognitive impairment for participation in the caregiver training. The GMC is instead targeting the caregivers of those with Alzheimer's disease who have cognitive impairment as potential program participants.

Program Description

During the 2012-2013 funding year, the Alzheimer's Association – Greater Michigan Chapter (GMC) will place special emphasis through the Caregiver Education Program on providing the following workshops in the two targeted counties: Alzheimer's Disease: What You Need to Know; Managing Caregiver Stress; Communication Tips & Techniques; Depression and Alzheimer's Disease;

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County Board Summary
Alzheimer's Association – Greater Michigan Chapter, Central Michigan Region

Understanding Behavior Responses; Driving and Dementia; Meaningful Activity Ideas in the Home; Family Dynamics; and Safety in the Home.

In addition to the workshops listed, additional workshops will be made available to community organizations, service providers, support group facilitators, or family caregivers upon request. These additional workshops include, but are not limited to the following topics: Caring for the Dementia Caregiver, Culturally Sensitive Palliative Care, Promoting Restraint Free Care, Foundations of Dementia Care, Non-Pharmacological Interventions for Behaviors, Legal and Financial Considerations, Partnering with Your Doctor, Self Care for Caregivers, Know the 10 Signs: Early Detection Matters, and Time, Talent and Treasure: Advocacy Training.

Standardized GMC program curriculums will be utilized for each workshop. Each workshop is open to the residents aged 60 and older from Bay or Clare County. The workshops will be 1 to 2 hours in length and will be held in a variety of locations depending on the county including community centers, senior meal sites, housing units, long-term care facilities, public libraries, churches, classrooms and other meeting places which are accessible to caregivers as identified by caregivers, staff and collaborative partners. The workshops will be conducted on various days and times in order to accommodate as many different participant availabilities as possible during the year.

The typical way in which clients access services for the Caregiver Education Program are as follows:

- 1 – An individual contacts the 24/7 telephone Helpline and either specifically requests to attend a caregiver workshop, or the availability of the service is brought to their attention by the volunteer/staff person taking the Helpline call.
- 2 – Interested individuals are then registered for the program date and location of their choice.
- 3 – If available for the particular workshop, respite care during the workshop is offered to the caregiver at the time of registration.
- 4 - Interested individuals are also able to register the day of the program at the host location.
- 5 – Participants of the caregiver workshops are asked to sign-in so that they can receive the GMC's tri-annual newsletter as well as for data reporting purposes.
- 6 – Participants of the caregiver workshops are asked to complete a paper outcome-based evaluation tool prior to their leaving the workshop so as to help evaluate the effectiveness of the program.

The GMC utilizes an outcome based evaluation tool that was created by the National Office of the Alzheimer's Association in order to measure feedback for the GMC's programs and services. The paper survey is given to all participants at the close of each workshop and participants are asked to complete the survey prior to leaving the workshop. The GMC uses the results of the completed surveys in order to gauge the effectiveness of the programs and services provided as well as the program participant's satisfaction. The GMC's strategic plan states that the GMC should achieve 85% "agree to strongly agree" results on FY12 CSQEI surveys for each of the Core Service areas. The GMC has consistently met this goal since implementing the tool in 2005.

In order to ensure quality service delivery, the GMC verifies the hours and services provided to clients by having staff maintain attendance/sign-in sheets at all programs. The Program Coordinator or volunteer have all program participants sign-in upon arriving for the program. The GMC verifies the hours that are worked by its employees by having each employee fill out bi-weekly time sheets that are submitted to their supervisor for approval before payroll is processed every other week. The GMC also performs a background check on all individuals who work or volunteer for the GMC. There are no exceptions to this policy including, but not limited to, temporary employees, casual volunteers, volunteers placed by an outside service organization, interns placed through an educational institution, etc. These background checks are conducted as it is critical to the safety of all employees, volunteers and clients.

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REGION VII AREA AGENCY ON AGING

SUPPORT SERVICES BUDGET SUMMARY

Agency: Alzheimer's Association - Greater Michigan Chapter Budget Period: 10/1/2012 to 9/30/2013

PLANNED EXPENDITURES	SERVICE CATEGORIES		6 TOTAL	7 Admin.
LINE ITEMS	1	2		
Salaries		8,012	4,774	12,786
Fringe Benefits		2,400	1,430	3,829
Personal Svc. Contracts		0	0	0
Travel/Conferences		1,287	1,030	2,317
Supplies		617	385	1,002
Equipment		0	0	0
Occupancy		2,934	981	3,915
Communications		250	150	400
Other		500	250	750
TOTAL		16,000	9,000	24,999
Program Income (minus)		16,000	9,000	0
NET COSTS		0	0	0
FUNDING SOURCES				
Area Agency Funds (90%)		14,400	8,100	22,500
Local Match (10%)				
Cash		0		0
In-Kind		1,600	900	2,500
Other Resources		0	0	0
TOTAL FUNDS		16,000	9,000	25,000

CERTIFICATION:

Deanne Vogelbein Wilby

SIGNATURE OF AGENCY DIRECTOR

6/21/2012

DATE

SUPPORT SERVICES BUDGET DETAIL

I. Fringe Benefits

	Percent Rate-	
	Full-Time Employees	Part-Time Employees
FICA	7.65%	7.65%
Retirement	4.00%	0.00%
Health Insurance	17.13%	0.00%
Life Insurance	0.52%	0.00%
Worker's Compensation	0.33%	0.33%
Unemployment Compensation		
Check one: <input type="checkbox"/> Self Insured <input checked="" type="checkbox"/> State Insured		
Note: The maximum allowable reimbursement rate for self-insured Unemployment Compensation is 2.7% (.027)	0.31%	0.31%
Other-		
Other-		
TOTAL PERCENT OF SALARY	29.95%	8.29%

II. Local Cash Match Detail

Service	Source	Dollar Amount
N/A	0	0

III. Local In-Kind Match Detail

Service	Source	Dollar Amount
Caregiver Education - Bay	Alzheimer's General Fund	1600
Caregiver Education - Clare	Alzheimer's General Fund	900

IV. Other Resources Detail

Service	Source	Dollar Amount
N/A	0	0

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GOLDEN HORIZONS
Adult Day Care Center

1001 Marsac Street – Bay City, Michigan 48708 – (989) 892-6644

June 26, 2012

Kim Coonan, Chairman of the Board
Bay County Board of Commissioners
515 Center Avenue
Bay City, Michigan 48708

Dear Mr. Coonan,

Please find enclosed for your review our FY 2013 application narrative and the attached budget for adult day care and caregiver training services we plan to provide with funding from Region VII Area Agency on Aging. We are requesting a total of \$82,649.

Golden Horizons Adult Day Care Center is the senior component of the Bay County Child & Senior Citizen Centers, Inc., a private, non-profit agency that operates three day care programs. Located in the inter-generational Fremont Center, Golden Horizons has provided an array of supportive services to individuals with Alzheimer's disease and other related dementia disorders and their families for twenty-four years.

The FY 2013 funding will provide 6,724 hours of adult day care services and 641 hours of training to family caregivers. The adult day care funding was increased by \$10,000 from the previous year thus increasing the amount of service we will provide.

The majority of care for the elderly is provided by families in their homes with their own financial resources. A person with Alzheimer's disease eventually needs assistance with bathing, dressing, eating, walking, toileting, and getting in and out of bed or a chair. Besides requiring help for routine tasks they may become uncooperative, restless, combative, belligerent, paranoid, and incontinent of bowel and bladder, wander and require 24 hour supervision for safety.

Using adult day care can help reduce the tremendous physical and emotional distress caregivers experience when caring for a family member with Alzheimer's or other dementia disorders. The caregiver can continue working, perform household tasks, participate in leisure activities, or just have a break from their caretaking responsibilities. The person with Alzheimer's/ dementia benefits from the activities, socialization and nutrition, in a supervised setting during the day and returns to the comfort and familiar surroundings of their home at night.

Golden Horizons provides group training sessions and individual and family counseling for family caregivers. When caregivers learn how to take care of themselves they become more effective in managing their daily responsibilities. Additional benefits of training include increased knowledge of the disease process, effective communication skills, successful problem behavior management, increased awareness and use of community services, a decrease in stress, guilt and anger, and overall improvement in coping skills.

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Caregiving takes its toll on families especially when there is a lack of resources. Research indicates that the availability and utilization of affordable supportive services prolongs the health of the caregiver and their ability to provide care at home. The cost of adult day care and caregiver training programs is nominal in comparison to the cost of nursing home care. On average most families deplete their finances within a year and a half of paying privately for nursing home care. Cost sharing for adult day care services is based on a sliding fee scale starting at \$1.00 per hour for families above 185% of the federal poverty level. Those below the poverty level and participating in caregiver training are encouraged to make a contribution. Funding assistance from Region VII AAA enables families to delay the placement of their loved one in a nursing home.

Staffing for the program includes a full-time Program Coordinator, a Licensed Master's Clinical Social Worker with 36 years of geriatric experience. The full-time Assistant Coordinator, a Registered Nurse with a Bachelor's in Social Work, is also the trainer for the caregiver training program. Additional staff include one part-time Office Assistant and six adult day care Program Assistants (three full-time and three part-time). One additional position is funded through Region VII's Title V Senior Employment Program. Currently 30 families are being served with a daily average of fifteen program participants attending from 6 to 8 hours a day.

We also offer information, referral and linkage to services, a caregiver support group, counseling, advocacy, and operate the Bay County Dementia Information Line and Resource Center.

Golden Horizons maintains collaborative relationships with the human service agencies throughout the tri-county area, and especially with Bay County Division on Aging. We will continue efforts of outreach and marketing to Region VII AAA's target groups; individuals who are low income, minority elders and those in greatest economic and social need.

In closing, your support of our FY 2013 application for Region VII Area Agency on Aging funding would enable us to continue providing these essential services to families in Bay County. Please contact us if you have any questions. Thank you for your consideration.

Regards,


Peggy Condon Watson
Executive Director
Bay County Child & Senior Citizen Centers, Inc.


Stacy McIntyre
Program Coordinator
Golden Horizons Adult Day Care Center

REGION VII AREA AGENCY ON AGING

SUPPORT SERVICES BUDGET SUMMARY

Agency: Bay County Child&Senior Citizen Centers Budget Period: 10/1/12 to 9/30/13

PLANNED EXPENDITURES	SERVICE CATEGORIES						
LINE ITEMS	1 ADC	2 CGT	3	4	5	6 TOTAL	7 Admin.
Salaries	56,196	13,161				69,357	8,300
Fringe Benefits	14,667	3,246				17,913	1,498
Personal Svc. Contracts	0	0				0	0
Travel/Conferences	325	336				661	375
Supplies	595	347				942	608
Equipment	0	0				0	0
Occupancy	7,397	0				7,397	0
Communications	229	493				722	722
Other	550	380				930	725
TOTAL	79,959	17,963				97,922	12,228
Program Income (minus)	5,990	100				6,090	
NET COSTS	73,969	17,863				91,832	12,228
FUNDING SOURCES							
Area Agency Funds (90%)	66,572	16,077				82,649	
Local Match (10%)	7,397	1,786				9,183	
Cash	0	0				0	
In-Kind	7,397	1,786				9,183	
Other Resources	0	0				0	
TOTAL FUNDS	73,969	17,863				91,832	

CERTIFICATION:

Deanna Condon Watson

SIGNATURE OF AGENCY DIRECTOR

6-27-12

DATE



Lakeshore Legal Aid

William R. Knight Jr. Executive Director
Administrative Office
21885 Dunham Road, Suite 4
Clinton Township, MI 48036-1030

Phone: (586) 469-5903
Fax: (586) 469-6523

Counsel & Advocacy Law Line
Toll Free: (888) 783-8190

Bay County Board of Commissioners
Bay County Building, Suite 405
515 Center Avenue
Bay City, MI 48708-5125

June 30, 2012

Re: Region VII Area Agency on Aging
Funding Proposal

Greetings:

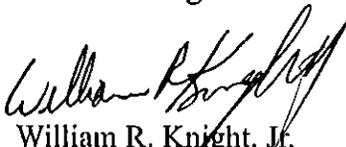
For the past several years Lakeshore Legal Aid has been funded by Region VII Area Agency on Aging to provide free Legal Assistance and Elder Abuse Prevention services to seniors in a 10-county region which includes Tuscola County. In addition, since October 1, 2009, Lakeshore Legal Aid has also provided Long Term Care Ombudsman services for the residents in the same ten (10) counties. The ombudsman service has proven to be a logical extension of the legal assistance and elder abuse prevention work we had provided seniors in the region for more than a decade.

Lakeshore Legal Aid has been providing free legal services to seniors and low income people for more than 40 years. Enclosed is a summary of our program and the services we want to continue to provide with the AAA funds should we again be awarded the funding. Prior to a funding decision by Region VII Area Agency on Aging, the Board of Commissioners of each county in the 10 county service area is invited to comment on our request. You may submit any comments to Region VII Area Agency on Aging's Board of Directors, 1615 S. Euclid Ave, Bay City, MI, 48706, by July 10, 2012 for consideration.

Last, whether related to this funding request or not, if the Board of Commissioners should ever wish to learn more about the services Lakeshore Legal Aid provides to the citizens of your county, I would be pleased to provide a presentation or additional information to you at your convenience.

Very truly yours,

Lakeshore Legal Aid


William R. Knight, Jr.
Executive Director

enc.

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Because justice for some is no justice at all



Funding for Lakeshore Legal Aid is provided by:
Area Agency on Aging 1-B, Region VII Area Agency on Aging, United Way,
Michigan State Bar Foundation, and St. Clair County Senior Citizen Millage



LAKESHORE LEGAL AID

WHO WE ARE: Lakeshore Legal Aid provides free legal assistance to low income people in a seventeen-county region in Michigan's Thumb and Bay areas (from Wayne County in the South, through the Thumb counties and continuing up through Arenac County to the North). Lakeshore also provides free legal assistance to seniors (regardless of income) in fifteen of those counties. Lakeshore maintains a fully staffed office in Caro, Michigan, but also conducts regular schedule times to meet with low income and senior residents, closer to their homes, in each of the counties we serve.

Together with the substantial funding Lakeshore receives to provide legal assistance to all persons living near the poverty level, Lakeshore has been able to leverage its resources to also provide comprehensive elder abuse prevention services and community coordination to help end exploitation and neglect of our senior citizens. The combined resources available to Lakeshore have allowed it to employ well-trained professionals, cross-trained and working together as a team to serve the senior communities. By utilizing experienced attorneys to work with the courts, prosecuting attorneys, police departments, protective service agencies, and others, Lakeshore is able to work with the other community members on an equal level of professionalism, competence and respect.

Since October 1, 2009 Lakeshore Legal Aid has also provided Long Term Care Ombudsman service for the residents in the 10 eastern Mid-Michigan counties served by Region VII, Area Agency on Aging. There are 47 long term care facilities located throughout the 10 counties, and the Lakeshore ombudsmen visit the residents in each facility on a very regular basis to resolve any issues in their care, comfort or life style. Most issues are resolved amicably with

the help of the staff and administration of the facility. When a more difficult issue arises, the ombudsman can work closely with the legal staff of Lakeshore Legal Aid to ensure the residents rights are protected or enforced.

WHAT WE DO: For more than 40 years Lakeshore has maintained an active involvement in the local communities it serves. Our staff attorneys provide legal advice, counseling, advocacy and litigation representation to seniors with a wide range of non-criminal matters. Since 2003, three other legal aid programs in the state, (covering all of the upper peninsula, northern lower Michigan, the western side of the state, and several southern counties), have contracted with Lakeshore for the provision of client intake, advice and brief legal services through our attorney staffed hotline. Including the assistance provided to the clients of the three other legal aid programs that contract with Lakeshore Legal Aid, we provide legal assistance to over 15,000 low income and senior clients each year. Lakeshore provided free legal assistance to more than *2,300 clients* in the 10 counties served by Region VII Area Agency on Aging, with more than 1,600 of those clients aged 60 plus. An additional *2500 residents* were provided with Long Term Care Ombudsman services.

Its attorneys and members of its board of directors participate in local task force efforts, local social service agencies' boards of directors, and volunteer their time assisting other community groups. The local offices also participate in local senior fairs and other senior community activities to educate the population about legal issues facing the senior populations and the availability of legal assistance to address the unique legal issues seniors face. Each year, Lakeshore conducts numerous community legal education and outreach events at senior centers throughout the region. In addition to its staff attorneys, Lakeshore has a panel of private attorneys

that volunteer their professional time and services, pro bono, to assist Lakeshore clients.

Lakeshore staffs have represented hundreds of senior clients seeking protection from persons attempting to abuse or exploit them. Hundreds more clients have been protected from exploitation by the preparation of prophylactic legal documents such as powers of attorney, and wills and trusts to prevent undue influence on the seniors by others who would limit or end the senior's independence.

Each year Lakeshore Legal Aid's attorneys make a concerted effort to reach out to the seniors in each of the ten counties served by Region VII Area Agency on Aging. Since 2001 Lakeshore has been providing community trainings and coordination of community organizations to help prevent elder abuse and exploitation throughout its service area.

When considered together, **Lakeshore Legal Aid's staff attorneys, ombudsmen and volunteers assisted more than 650 Bay County residents last year.**

REGION VII AREA AGENCY ON AGING

SUPPORT SERVICES BUDGET SUMMARY

Agency: Lakeshore Legal Aid Budget Period: October 1, 2012 to September 30, 2013

PLANNED EXPENDITURES SERVICE CATEGORIES

LINE ITEMS	1 - Legal	2 - EAP	3 LTCO	4	5	6 TOTAL	7 Admin.
Salaries	78395	18327	63981			160703	13993
Fringe Benefits	37630	8797	30711			77138	6717
Personal Svc. Contracts							
Travel/Conferences	5539	475	13847			19861	
Supplies	900	900	900			2700	
Equipment							
Occupancy	6222	1464	9263			16949	
Communications	2292	936	2040			5268	
Other							
TOTAL	130978	30899	120742			282619	20710
Program Income (minus)	2500	1800	100			4400	
NET COSTS	128478	29099	120642			278219	20710
FUNDING SOURCES							
Area Agency Funds (90%)	56000	13172	83366			152538	
Local Match (10%)	6222	1464	9263			16949	
Cash							
In-Kind	6222	1464	9263			16949	
Other Resources	66256	14463	28013			108732	
TOTAL FUNDS	128478	29099	120642			278219	

CERTIFICATION:


 SIGNATURE OF AGENCY DIRECTOR

7/2/2012
 DATE

SUPPORT SERVICES BUDGET DETAIL

SALARIES

SERVICE CATEGORIES

Position/Title	# of Pos.	Base Hr. Rate	Hrs./Wk.	# of Wks.	FT*	1 Legal	2 EAP	3 LTCO	4	5	6 TOTAL	7 Admin.	8 In-Kind	9 Other Resources
Super. Attorney-C	1	24.23	40	52	X	40821	9577				50398	5040		5549
Super. Attorney-P	1	28.51	3	52	X	3547	901				4448	445		4448
Staff Attorney-P	2	18.27	6	52	X	8600	2800				11400			11400
Secy- Adm Asst&Reptg	1	20.19	20	52	X	13824	421	6753			20998	4150		20998
Secretary-Ombuds	1	12.02	40	52	X	8903	3599	12500			25002			12500
Ombudsman Coor.	1	20.19	40	52	X			41995			41995			
Executive Director	1	40.46	2	52	X	1800	608	1800			4208	2104		4208
Comptroller	1	28.90	1.5	52	X	900	421	933			2254	2254		2254
Note: Administrative staff have job duties outside the service area/categories as well which are not included. ED produces limited case units across the organization's service area.														
TOTALS						78395	18327	63981			160703	13993		61357

FRINGE BENEFITS

\$ Amount for Part-Time														
\$ Amount for Full-Time						37630	8797	30711			77138	6717		29452
TOTALS						37630	8797	30711			77138	6717		29452

*FT-Full time employee, place "X"

SUPPORT SERVICES BUDGET DETAIL

Personal Svc. Contracts	Hrs./Wk.	#Wk.	SERVICE CATEGORIES							9 Other Resources		
			1 Legal	2 EAP	3 LTCO	4	5	6 TOTAL	7 Admin.		8 In-Kind	
Travel/Conferences			TOTAL	0					0			
Legal Advocate Travel (12,400 MilesX.485)			5539	475					6014			6014
Ombudsman Travel (24,800X.485)					13847				13847			5471
Supplies			TOTAL	5539	475	13847			19861			11485
Direct Service (\$75/mo ave per service cat)			900	900	900				2700			1800
Note: 2/3 of increased cost are leveraged resources.			TOTAL	900	900	900			2700			1800
Equipment			TOTAL									
Occupancy			TOTAL									
Office Space (14 sites/mo average x 100.89)			6222	1464	9263				16949			16949
Utilities			TOTAL	6222	1464	9263			16949			16949
Communications			TOTAL									
Postage			600	600	600				1800			1500
Telephone			1692	336	1440				3468			3138
Other			TOTAL	2292	936	2040			5268			4638
TOTAL			TOTAL									

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SUPPORT SERVICES BUDGET DETAIL

I. Fringe Benefits

	Full-Time Employees	Percent Rate- Full-Time Employees	Part-Time Employees	Percent Rate- Part-Time Employees
FICA		7.65%		
Retirement		1.00%		
Health Insurance		35.12%		
Life Insurance		0.19%		
Worker's Compensation		0.24%		
Unemployment Compensation		3.35%		
Check one: <input type="checkbox"/> Self Insured <input checked="" type="checkbox"/> X_State Insured				
Note: The maximum allowable reimbursement rate for self-insured Unemployment Compensation is 2.7% (.027)				
Other- Long Term Disability		0.45%		
Other-				
TOTAL PERCENT OF SALARY		48.00%		

II. Local Cash Match Detail

Service	Source	Dollar Amount

III. Local In-Kind Match Detail

Service	Source	Dollar Amount
In-kind Space Used for Legal, EAP, Educ, & Train.	Salvation Army, and other outreach places for service.	16949
Volunteers - LTCO	Per Volunteer - TBD	

IV. Other Resources Detail

Service	Source	Dollar Amount
Attorney Salaries	IOLTA/Filing Fees	61357
Attorney Fringes	IOLTA/Filing Fees	29452
Supplies	IOLTA/Filing Fees	1800
Communications	IOLTA/Filing Fees	4638
Travel	IOLTA/Filing Fees	11485

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