



REGION VII AREA AGENCY ON AGING



YVONNE CORBAT, CHAIR

BOB BROWN, EXECUTIVE DIRECTOR

TO: All Board Members
FROM: Bob Brown, Executive Director
DATE: June 29, 2018
SUBJECT: July Board Meeting

The next Board Meeting of the Region VII Area Agency on Aging Board of Director's will be held as follows:

DATE: Thursday, July 5, 2018
TIME: 10:00 a.m.
PLACE: **Region VII Area Agency on Aging
Conference Rooms 1 & 2
1615 S. Euclid Avenue
Bay City, MI 48706**

The attached material is for your review prior to the meeting. If you have any questions or if you cannot attend this meeting, please contact me at your convenience. Thank you.

BB/ks

Attachments

cc: Sherri King, Aging & Adult Services Agency
Region VII Service Providers (email/website)
Advisory Council Members
County Commissioners/Clerks (on website)

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

1615 S. EUCLID AVENUE
BAY CITY, MI 48706

989-893-4506 ■ FAX 989-893-3770
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REGION VII AREA AGENCY ON AGING
1615 S. EUCLID AVENUE
BAY CITY, MI 48706

AGENDA

DATE: July 5, 2018
TIME: 10:00 a.m.

PLACE: **Region VII Area Agency on Aging**
Conference Rooms 1 & 2
1615 S. Euclid Avenue
Bay City, MI 48706

Board of Director's Meeting

- | | <u>Action</u> |
|---|------------------|
| I. Call to Order/Pledge of Allegiance | |
| II. Roll Call | |
| III. Approval of Agenda | Action Required |
| IV. Approval of Meeting Minutes | |
| A. 06-07-18 Board of Director's Meeting Minutes
(Pages 3, 4, 5) | Action Required |
| V. Public Comments | |
| VI. Announcements | |
| VII. Committees | |
| A. 06-28-18 Planning/Appropriations/Assessment Committee Meeting Minutes
(Pages A1-A18) – Board Members Only | Action Required |
| B. 06-28-18 Finance Committee Meeting Minutes
(Pages B1-B8) – Board Members Only | Action Required |
| C. 06-28-18 Committee-of-the-Whole Meeting Minutes
(Pages C1-C6) – Board Members Only | Action Required |
| VIII. New Business | |
| IX. Reports | |
| A. Administration/Program Development for May 31, 2018, Cumulative YTD
Financial Status Report (Page 6) | Information Only |
| B. Title V Employment Training Program for May 31, 2018, Cumulative YTD
Financial Status Report (Page 7) | Information Only |
| C. 05-31-18 Monthly Unaudited Balance Sheets
(Pages D, E, F) –Board Members Only (no report to be given—for review only) | Information Only |
| D. Waiver Program Status Report 10-01-17 to 05-31-18
(Page G) – Board Members Only | Information Only |
| X. Executive Director's Report
(Page 8) | Information Only |
| XI. Other | |
| A. AASA Field Representative Comments – Sherri King | Information Only |
| B. MSAC - Bill Walters | |

Board of Directors Meeting Agenda

July 5, 2018

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XII. Treasurer's Report

A. Resolution #1045-05/FIN-18 Accounts Payable for May 1, 2018
(Pages 9-18) Action Required

B. Resolution #1046-05/FIN-18 Accounts Payable for May 16, 2018
(Pages 19-33) Action Required

XIII. Closed Session – *if requested*

XIV. Adjournment

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

BOARD OF DIRECTOR'S MEETING MINUTES

Following are the minutes of the Region VII Area Agency on Aging Board of Director's meeting held on **June 7, 2018**, Conference Rooms 1 & 2, 1615 S. Euclid Avenue, Bay City, MI 48706.

I. CALL TO ORDER:

The meeting was called to order at 10:10 a.m. by Chair Corbat, followed by the Pledge of Allegiance led by Leonard Ballash.

II. PRESENT: Ballosh, Beson, Birgil, Corbat, Moffit, Timmons, Tobin, Walters, Weitenberner

EXCUSED: Boensch, Hunt, Sanders

STAFF: Bob Brown, Sue Gittins, Kimberly Sylvester, Lisa Pijaszek, Rochel Genge, Kristina Rubis, Stacey Dudewicz, Sherry Rusho, Mike Partlow, Annette Jeske

III. APPROVAL OF AGENDA:

MOTION #6848 *Ballosh moved to approve the Agenda. Supported by Timmons, the MOTION carried.*

IV. APPROVAL OF MEETING MINUTES:

MOTION #6849 *Weitenberner moved to approve the Board of Directors Meeting Minutes of May 3, 2018. Supported by Ballosh, the MOTION carried.*

V. PUBLIC COMMENTS: None.

VI. ANNOUNCEMENTS: We wished Mike Tobin a Happy June Birthday!

VII. PRESENTATION: Kristi Bueche gave a presentation on the Medicare/Medicaid Assistance Program.

VIII. COMMITTEES:

MOTION #6850 *Walters moved to approve the Nationwide Flexible Advantage 401(k) Plan, as presented. Supported by Tobin, the MOTION carried.*

MOTION #6851 *Walters moved to receive and file the May 31, 2018 Pension Committee Meeting Minutes. Supported by Ballosh, the MOTION carried.*

MOTION #6852 *Walters moved to approve the FY 2018 Funding Transfer Requests -- Isabella County Commission on Aging, \$7,478 from Congregate Nutrition to Home Delivered Meals. Supported by Moffit, the MOTION carried.*

MOTION #6853 *Walters moved to approve the FY 2018 Funding Transfer Requests -- Isabella County Commission on Aging, \$4,963.00 from In-Home Respite Care to Personal Care for \$3,064.00 and Homemaking for \$1,899.00. Supported by Moffit, the MOTION carried.*

Lisa Pijaszek explained the Annual Implementation Plan budget updates.

MOTION #6854 *Walters moved to approve Resolution #1044-06/MISC-18 FY 2019 Annual Implementation Plan and FY 2019 Transfer of Funds. Supported by Ballosh, the MOTION carried.*

MOTION #6855 *Walters moved to approve the Executive Director Flexibility to Transfer & Expend FY 2018 Funding. Supported by Timmons, a roll call vote was taken as follows:*

Ballosh	yes	Hunt	absent	Tobin	yes
Beson	yes	Moffit	yes	Walters	yes
Birgel	yes	Sanders	absent	Weitenberner	yes
Boensch	absent	Timmons	yes	Corbat	yes

the MOTION carried.

Board of Director's Meeting Minutes

June 7, 2018

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MOTION #6856 *Walters* moved to receive and file the **May 31, 2018 Planning/Appropriations/Assessment Meeting Minutes**. *Supported by Timmons, the MOTION carried.*

MOTION #6857 *Moffit* moved to **approve the Request for Proposal (RFP) for the Strategic Plan, as presented**. *Supported by Timmons, the MOTION carried.*

MOTION #6858 *Walters* moved to **authorize the Executive Director to negotiate the contract discussed in closed session up to the amount agreed upon**. *Supported by Moffit, the MOTION carried.*

MOTION #6859 *Walters* moved to receive and file the **May 31, 2018 Committee-of-the-Whole Meeting Minutes**. *Supported by Timmons, the MOTION carried.*

IX. NEW BUSINESS:

Kristina Rubis discussed the need to hire seven additional Full-Time Employees (FTE's).

MOTION #6860 *Walters* moved to **approve the hiring of seven additional Full-Time Employees, as presented**. *Supported by Ballosh, the MOTION carried.*

MOTION #6861 *Moffit* moved to **approve the re-appointment of Jacqueline Curtis, Isabella County, to Region VII's Advisory Council for a term expiring March 31, 2021**. *Supported by Walters, the MOTION carried.*

MOTION #6862 *Walters* moved to **approve the re-appointment of LaVel Smith, Gladwin County, to Region VII's Advisory Council for a term expiring March 31, 2021**. *Supported by Timmons, the MOTION carried.*

X. REPORTS:

MOTION #6863 *Beson* moved to receive and file the **Administrative/Program Development Cumulative YTD Financial Status Report, the Title V Employment Training Program Cumulative YTD Financial Status Report, the Monthly Unaudited Balance Sheets for April 30, 2018, the Waiver Program Status Report 10-01-17 – 04-30-18, the 2nd Quarter Summary of Service Provider Performance, the FY 2018 Kinship Support Services POS Allocations and 2nd Quarter Expenditures October 1, 2017 to March 31, 2018, the FY 2018 Supplemental Funds POS Allocations and 2nd Quarter Expenses October 1, 2017 to March 31, 2018, the FY 2018 Care Management Purchase of Service POS Allocations & 2nd Quarter Expenditures October 1, 2017 to March 31, 2018, the FY 2018 Tobacco Settlement Respite POS Allocations and 2nd Quarter Expenditures October 1, 2017 to March 31, 2018, the FY 2018 Slip/Fall/Safety POS Allocations and 2nd Quarter Expenditures October 1, 2017 to March 31, 2018, the FY 2018 Unmet Needs – Home Repair POS Allocations and 2nd Quarter Expenditures October 1, 2017 to March 31, 2017, the FY 2018 Unmet Needs – Chore POS Allocations and 2nd Quarter Expenditures October 1, 2017 to March 31, 2018 and the FY 2018 Utility Assistance Program POS Allocation & 2nd Quarter Expenditures October 1, 2017 to March 31, 2018**. *Supported by Walters, the MOTION carried.*

XI. REGION VII AAA DIRECTOR'S REPORT:

Director Brown reported his May 2018 Director's Report and has been handed out. He also shared a list of locations that both himself and staff will be doing advocacy presentations at.

XII. OTHER:

Sherri King, AASA Representative – unable to attend.

MSAC Report – Bill Walters, reported on the following:

Older Michiganians Day on May 16th was a success; over 950 lunches were served and attended by at least 1,000 people. He met with Senators Green, Horn & Stamas as well as Lt. Governor Calley. There was discussion regarding changing the name "Older Michiganians Day".

Board of Director's Meeting Minutes

June 7, 2018

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XIII. TREASURER'S REPORT:

MOTION #6864 Resolution #1042-03/FIN-18 for April 1, 2018. *Beson* moved to adopt Resolution #1042-03/FIN-18; Accounts Payable for April 1, 2018 in the amount of \$383,286.77. *Supported by Ballosh, the MOTION carried.*

MOTION #6865 Resolution #1043-03/FIN-18 for April 16, 2018. *Beson* moved to adopt Resolution #1043-03/FIN-18; Accounts Payable for April 16, 2018 in the amount of \$2,046,681.55. *Supported by Moffit, the MOTION carried.*

MOTION #6866 *Beson* moved to approve, receive, and file the **Credit Card Summary for April 2018 in the amount of \$8,151.29.** *Supported by Weitenberner, the MOTION carried.*

MOTION #6867 *Beson* moved to receive and file the **Treasurer's Report for April 2018.** *Supported by Timmons, the MOTION carried.*

XIV. CLOSED SESSION: None requested.

XV. ADJOURNMENT:

MOTION #6868 *Walters* moved to adjourn. *With support by Moffit, the MOTION carried and the Board of Director's Meeting adjourned.*

Respectfully submitted,

Hank Weitenberner, Secretary
Region VII AAA Board of Directors

DATE PREPARED: June 7, 2018

DATE APPROVED:

Region VII Area Agency on Aging
Administration&Program Development (Adm, Prog Dev, CM Adm)
Financial Status Report
For the Period Ending May 31, 2018

	Annual Budget 2018	YTD Expenditures 2018	Budget Balance 2018	Percentage of Budget Expended	Percentage of Deviation
Salaries	316,487	200,940	115,547	63%	-3%
Fringes	126,791	86,087	40,704	68%	1%
Legal & Professional	24,685	20,470	4,215	83%	16%
Audit and Accounting	3,646	1,804	1,842	49%	-17%
Occupancy	22,637	15,091	7,546	67%	0%
Insurance	4,621	1,273	3,348	28%	-39%
Equipment	0	31	(31)	#DIV/0!	#DIV/0!
Equipment Maintenance & Repair	5,801	2,476	3,325	43%	-24%
Supplies	4,313	1,399	2,914	32%	-34%
Postage	6,025	3,597	2,428	60%	-7%
Telephone	2,660	2,189	471	82%	16%
Staff Travel	8,498	6,981	1,517	82%	15%
Conferences	1,551	227	1,324	15%	-52%
Membership Dues	2,302	1,047	1,255	45%	-21%
Special Events	3,000	1,229	1,771	41%	-26%
Board/Advisory PerDiem/Travel	36,916	22,963	13,953	62%	-4%
Utilities	2,985	1,470	1,515	49%	-17%
	<u>572,918</u>	<u>369,274</u>	<u>203,644</u>	<u>64%</u>	<u>-2%</u>

Projection Percentage at 67%

Medicare/Medicaid Assistance Program (MMAP)
SMP 2 (HCFA)

	Annual Budget	YTD Expenditures	Budget Balance	Percentage of Budget Expended	Percentage of Deviation
MMAP Services (FY 2019)	15,855	8,957	6,898	56%	-10%
SMP 2 (HCFA) Services (FY 2018)	18,680	18,680	0	100%	0%

MMAP Projection Percentage at 67%
SMP 2 (HCFA) Percentage at 100%

(Grant period 4/1/18-6/30/18)
(Grant period 6/1/17-5/31/18)

b

TITLE V EMPLOYMENT TRAINING PROGRAM

Financial Status Report

July 1, 2017 through May 31, 2018

Items	Annual Budget 2018	YTD Expenditures 2018	Budget Balance 2018	Percentage of Budget Expended	Percentage of Deviation
T-V Administration	45,344	44,688	656	99%	7%
T-V Enrollees	408,096	368,778	39,318	90%	-1%
Total	453,440	413,466	39,974	91%	0%

Projection Percentage at 92%

FY 2018 Monthly Summary of Slots

Counties	FY 2018 Slots Allocated	SCSEP Monthly Enrollees Served
Bay	11	14
Clare	6	8
Gladwin	2	2
Huron	4	0
Midland	7	3
Saginaw	12	10
Sanilac	5	1
Tuscola	2	1
TOTAL	49 *	39

Slots Pending Per County

Title V Enrollment	38
Estimated employment	1
Entered employment	4

* Number of modified positions per the U.S. Department of Labor is 39. The modified positions are the result of the Federal minimum wage being lower than Michigan's minimum wage.



REGION VII AREA AGENCY ON AGING



YVONNE CORBAT, CHAIR

BOB BROWN, EXECUTIVE DIRECTOR

Directors Report

July 2018

Advocacy:

- A. Met with Gladwin County Commissioner Chair Walters.
- B. Met with Rep. Canfield, Lauwers and Wentworth regarding PACE.
- C. Met with Charlie Schwedler Executive Director Midland Senior Services.
- D. Met with HDC Executive Director Lori Offenbecher and Brian Neuville (Deputy).
- E. Met with Roger Myers, Executive Director Presbyterian Villages of MI and Scott Govitz, Executive Director Beaverton Activity Center.
- F. Presentation: Gratiot County Commission on Aging.
- G. Presentation: CMU College of Medicine re: PACE and grant opportunities.
- H. Met with Rep. Hernandez.
- I. Presentation: Sanilac County Senior Council.
- J. Presentation: Sanilac County Board of Commissioners.
- K. Met with Sen. Green.
- L. Attended BCBS Senior Advisory Committee.
- M. Met with Scott Crawford Executive Director of St. Clair COA.
- N. Presentation: Huron County Board of Commissioners.
- O. Met with Senator Pavlov.

Bob's agency update:

- A. Developing Strategic Plan
 - 1. Request for Proposal (RFP) issued - entered question stage.
 - 2. Co-locating pilot going well.
- B. Piloting Pharmacy and Med Reconciliation process.
 - 1. Waiver pilot on-going.
 - 2. St. Mary's implemented.
- C. Developing possible PACE program.
 - 1. Contracted feasibility study for Thumb with Palmetto.
 - 2. Having discussion with Central MI PACE.
 - 3. PACE Proforma delivered from Palmetto Consultant Services.
 - 4. Letter of Intent developed for Thumb PACE.
 - 5. Endorsement letters for Thumb PACE received (see attached – 8.1).
- D. Waiver status report for 7 months - \$3mil+ (see attached G).
- E. Advocacy schedule included (see attached – 8.2, 8.3).

Presentations:

- A. Update on FY 2019 Annual Implementation Plan/Contract – Annette Jeske/Stacey Dudewicz
- B. Title V – Senior Community Services Employment Plan – Carol Gillis/Kristina Rubis

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

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Endorsement Letters Received for Thumb PACE

Dan Lauwers, 81st District, Majority Floor Leader, Michigan House of Representatives

Gary Howell, 82nd District, Michigan House of Representatives

Phil Pavlov, 25th District, State Senator

Mike Green, 31st District, State Senator

Department of Health and Human Services - Huron County

East Michigan Council of Governments

Huron County Community Collaborative

Sanilac County Senior Council on Aging

Tuscola County Senior Advisory Council

Tuscola County Human Services Collaborative

Central Michigan University College of Medicine

Lakeshore Legal Aid

Michigan Assisted Living Association

Blue Water Center for Independent Living

The Village of Hampton Meadows

Presbyterian Villages of Michigan

Comfort Care Senior Living

In Your Golden Years, LLC

Perceptions, Inc.

Southern Care Hospice Services

Advocacy to Local Governments - 2018

Presentations to:	Staff Member	Date Scheduled	Notifications Sent	Completed
City Council of Auburn (Bay)	Kristina Rubis	7/16/18 @ 7 PM		
City Council of Bay City (Bay)	(on B.Brown's list)	NA	NA	NA
City Council of Essexville (Bay)	Lisa Pijaszek	6/12/18 @ 7 PM	X	X
City Council of Pinconning (Bay)	Lisa Pijaszek			
City Council of Clare (Clare)	Gina Kolevar	6/4/18 @ 6 PM	X	X
City Council of Harrison	Stacey Dudewicz	7/9/18 @ 6 PM		
Village Council of Farwell	Gina Kolevar	6/19/18 @ 6 PM	X	X
City Council of Beaverton	Nathaniel Bergman			
City Council of Alma	Rochel Genge			
City Council of Ithaca	Rochel Genge			
City Council of St. Louis	Lisa Pijaszek	6/19/18 @ 6 PM	X	X
Village Council of Ashley	Kristi Bueche			
Village Council of Breckenridge	Kristi Bueche	7/23/18 @ 7 PM		
Village Council of Perrinton	Sue Gittins	8/6/18 @ 7 PM		
City Council of Bad Axe (Huron)	Stacy Lopez	6/18/18 @ 5:30 PM	X	X
City Council of Caseville	Kay Leja			
City Council of Harbor Beach	Stacey Dudewicz	8/6/18 @ 7:00 PM		
Village Council of Elkton	Kay Leja			
Village Council of Kinde	Kay Leja			
Village Council of Owendale	Kay Leja			
Village Council of Pigeon	Peggy Goodroe			
Village Council of Port Hope	Kimberly Sylvester			
Village Council of Sebawaing	Peggy Goodroe	Declined offer	NA	NA
Village Council of Uby - (Huron)	Stacy Lopez	6/7/18 @ 7 PM	X	X
Village Council of Port Austin (Huron)	Sue Gittins	6/11/18 @ 6:30 PM	X	X
Village Council of Rosebush	Gina Kolevar			
Village Council of Shepherd	Kristi Bueche			
Village Council of Lake Isabella	Lisa Pijaszek	7/17/18 @ 7 PM		
City Council of Coleman	Nathaniel Bergman			
Village Council of Sanford	Nathaniel Bergman			
City Council of Frankenmuth	Victoria Humble			
City Council of Zilwaukee	Sue Gittins			
Village Council of Birch Run (Sag.)	Gina Kolevar	6/25/18	X	X
Village Council of Chesaning	Victoria Humble			
Village Council of Merrill	Nathaniel Bergman			
Village Council of Oakley	Kristi Bueche	7/10/18 @ 7 PM		
Village Council of St. Charles	Victoria Humble			
City Council of Brown City	Stacey Dudewicz	8/13/18 @ 7 PM		
City Council of Croswell	Kimberly Sylvester			
City Council of Marlette (Sanilac)	Stacy Lopez	7/16/18 @ 7 PM		
City Council of Sandusky (Sanilac)	Stacy Lopez	7/16/18 @ 5:30 PM		
Village Council of Applegate	Heidi Tweedie			
Village Council of Carsonville	Kimberly Sylvester			
Village Council of Deckerville	Annette Jeske	8/13/18 @ 7 PM		
Village Council of Forestville	Sue Gittins	7/11/18 @ 7 PM		
Village Council of Melvin	Annette Jeske	7/9/18 @ 7 PM		
Village Council of Minden City	Heidi Tweedie			
Village Council of Peck	Rochel Genge	9/19/18 @ 7 PM		
Village Council Lexington	Stacey Dudewicz	9/24/18 @ 7 PM		
Village Council of Port Sanilac	Sue Gittins	6/5/18 @ 7 PM	X	X
City Council of Caro	Gina Kolevar			
City Council of Vassar	Kristina Rubis	7/9/18 @ 7 PM		
Village Council of Akron	Tammy Pelletier			
Village Council of Fairgrove	Carol Gillis	7/9/18 @ 6:30 PM		
Village Council of Gagetown	Carol Gillis			
Village Council of Kingston	Tammy Pelletier			
Village Council of Mayville	Tammy Pelletier			
Village Council of Millington	Tammy Pelletier			
Village Council of Reese	Kristina Rubis	8/13/18 @ 7 PM		
Village Council of Unionville	Peggy Goodroe			

8.2

Advocacy to Local Governments – 2018

Presentations by Bob Brown	Make arrangements by calling:	Date Scheduled	Meeting Details	Completed for 2018	Follow-up sent:
Bay County Department on Aging Advisory Board	Executive Director	Completed per BB		X	
Clare County Senior Services Advisory Board	Executive Director – Lori Phelps				
Council on Aging Gladwin Board	Executive Director – Lauren Essenmacher				
Gratiot County Commission on Aging Board (20)	Exec. Director-Jen Cook 989-875-5246 jcook@gratiotmi.com	6/12/18 @ 9:30 a.m.	515 S. Pine River, Ithaca	Completed 6/12/18 (23 in attendance)	Letter sent 6/13/18
Human Development Commission Board (Huron, Lapeer, Sanilac)	Executive Director – Lori Offenbecher (800) 843-6394	8/15/18 @ 3 PM.	429 Montague, Caro, MI		
Isabella County Commission on Aging Advisory Board (14)	Executive Director – Jen Crawford	9/5/18 @ noon	2200 S. Lincoln Rd. Mt. Pleasant, MI 48858		
Midland Senior Services Board	Executive Director	Completed per BB		X	
Saginaw County Commission on Aging Board	Executive Director	Completed per BB		X	
Huron County Senior Council	Rich Swartzendruber (989) 239-2928	7/13/18 @ 9 a.m.	150 Nugent Rd., Bad Axe		
Sanilac County Senior Council (12)	Bob Wood (rcwood@centurytel.net)	6/18/18 @ 1:30 p.m.	95 Dawson St., Sandusky (Co. Training Ctr.)	Completed 6/18/18 (14 in attendance)	Letter sent 6/20/18
Tuscola County Senior Council		Completed per BB		X	
Bay County Board of Commissioners	County Clerk	Completed per BB		X	
Clare County Board of Commissioners (7)	County Clerk (989) 539-2510 ext. 5002 Dawn	5/16/18 @ 9:30 a.m.	225 W. Main, Harrison	Completed 5/16/18 (30 in attendance)	Letter sent 5/16/18
Gladwin County Board of Commissioners (6)	County Clerk (989) 426-9709 Gayle.reid@gladwincounty-mi.gov	5/22/18 at 9:00 a.m.	401 W. Cedar, Gladwin	Completed 5/22/18 (50 in attendance)	Letter sent 5/23/18
Gratiot County Board of Commissioners (12)	County Clerk, Angie Thompson gratiotcountyclerk@yahoo.com	8/6/18 4:30 p.m.	214 E. Center Street, Suite 16 Ithaca, MI 48847		
Huron County Board of Commissioners (7)	Rich Swartzendruber (989) 239-2928	6/26/18 @ 9 a.m.	250 E. Huron Ave., Bad Axe - Courthouse	X (45 in attendance)	6/28/18
Isabella County Board of Commissioners (7)	County Clerk (989) 317-4054 Jessica (admin@isabellacounty.org)	8/7/18 at 4:00 p.m.	200 N. Main, Mt. Pleasant, County Bldg, 2 nd Floor, Rm 225		
Midland County Board of Commissioners (7)	County Clerk (989) 832-6775 Jessica	5/15/18 @ 9:05 a.m.	220 W. Ellsworth, Midland	Completed 5/15/18 (40 in attendance)	Letter sent 5/16/18
Saginaw County Board of Commissioners (14) – (Human Services Meeting Clerk)	County Clerk (989) 790-5492/5267 boc@saginawcounty.com	9/4/18 @ 4:00 p.m.	111 S. MI Ave., Saginaw		
Sanilac County Board of Commissioners (7)	County Clerk (810) 648-2933 (Jodi – jmorris@sanilaccounty.net)	6/19/18 @ 1:00 p.m. (emails sent & on calendar)	60 W. Sanilac, Sandusky (room 102)	Completed 6/18/18 (20 in attendance)	Letter sent 6/20/18
Tuscola County Board of Commissioners	County Clerk (989) 672-3780/3700	7/23/18 @ 8:00 a.m.	125 W. Lincoln St., Caro		
City Council of Midland	City Clerk 837-3310				
City Council of Saginaw	City Clerk	Completed per BB		X	
City Council of Bay City	City Clerk 894-8168/Jamie				
City Council of Mt. Pleasant	City Clerk 779-5361				
City Council of Gladwin	City Clerk 426-9231				