



REGION VII AREA AGENCY ON AGING

YVONNE CORBAT, CHAIR

BOB BROWN, EXECUTIVE DIRECTOR

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

TO: All Board Members

FROM: Bob Brown, Executive Director *BB*

DATE: December 1, 2017

SUBJECT: December Board Meeting

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

DATE: **Thursday, December 7, 2017**

TIME: **10:15 a.m.**

PLACE: **Region VII Area Agency on Aging
Conference Room 3
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 earliest convenience. Thank you.

BB/ar

Attachments

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

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

AGENDA

DATE: December 7, 2017
TIME: 10:15 a.m.

PLACE: **Region VII Area Agency on Aging**
Conference Room 3
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. 11-02-17 Board of Director's Meeting Minutes (Pages 4-6) | Action Required |
| V. Public Comments – Agenda Items | |
| VI. Announcements | |
| VII. New Business | |
| A. Resolution #1030-12/PEN-17 Amendment Number Two to Region VII 401(k) Retirement Plan (Pages A) – Board Members Only | Action Required |
| VIII. Committees | |
| A. 11-30-17 Planning/Appropriations/Assessment Committee Meeting Minutes (Pages B-1 to B-14) – Board Members Only | Action Required |
| B. 11-30-17 Personnel Committee Meeting Minutes (Pages C-1 to C-53) – Board Members Only | Action Required |
| C. 11-30-17 Membership/By-laws Committee Meeting Minutes (Page D) – Board Members Only | Action Required |
| D. 11-30-17 Executive Committee Meeting Minutes (Page E to be handed out) – Board Members Only | Action Required |
| IX. Reports | |
| A. Administration/Program Development for October 31, 2017, Cumulative YTD Financial Status Report (Page 7) | Information Only |
| B. Title V Employment Training Program for October 31, 2017, Cumulative YTD Financial Status Report (Page 8) | Information Only |
| C. 10-31-17 Monthly Unaudited Balance Sheets (Pages F, G, & H)– Board Members Only (No Report to be Given—for review only) | Information Only |
| D. Waiver Program Status Report 10-01-17 – 10-31-17 (Page I) – Board Members Only | Information Only |
| E. Preliminary Final 4 th Quarter Service Provider Performance Summary 2017 Financial Status Report (Pages 9-15) | Information Only |

Board of Directors Meeting Agenda

December 7, 2017

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- F. 4th Quarter 2017 Kinship Support Services and Supplemental Funds POS Allocations and Preliminary Final Expenditures 10-01-16 through 09-30-17 **(Pages 16 & 17)** Information Only
- G. 4th Quarter FY 2017 Purchase of Service Preliminary Final Expenditure Report 10-01-16 to 09-30-17 **(Page 18)** Information Only
- H. 4th Quarter FY 2017 Tobacco Settlement Respite Dollars Allocation & Preliminary Final Expenses 10-01-16 to 09-30-17 **(Page 19)** Information Only
- I. 4th Quarter FY 2017 Region VII Slip/Fall/Safety, Unmet Needs-Home Repair, Unmet Needs-Chore, Utility Assistance POS Allocation & Preliminary Final Expenses 10-01-16 through 09-30-17 **(Pages 20-23)** Information Only
- K. FY 2017 Region VII AAA Retirement Account Reconciliation and Employee Vesting Status **(Page J) – Board Members Only** Action Required
- X. Executive Director's Report **(Page 24)** Information Only
- XI. Other
 - A. AASA Field Representative Comments – Sherri King Information Only
 - B. MSAC - Bill Walters
 - C. Public Comments
- XII. Treasurer's Report
 - A. Resolution #1028-10/FIN-17 Accounts Payable for October 1-15, 2017 **(Pages 24-35)** Action Required
 - B. Resolution #1029-10/FIN-17 Accounts Payable for October 15-31, 2017 **(Pages 36-49)** Action Required
 - C. Credit Card Summary – October 2017 **(Page 50)** Information Only
- XIII. Closed Session – *if requested*
- XIV. Adjournment