

Oceana County Board of Commissioners

June 8, 2023

Today's meetings
begin at **10:00 a.m.**

Committees and Board Meeting Packet



Board of Commissioners

Robert Walker, Chairperson

Craig Hardy

Paul Erickson

Tim Beggs, Vice-Chairperson

Phil Morse

Prepared by:

Tracy Byard

Oceana County Administrator



Oceana County, Michigan

PUBLIC NOTICE

OCEANA COUNTY BOARD OF COMMISSIONERS

100 State Street, Hart, MI 49420 – (231) 873-4835

The Oceana County Board of Commissioners **will hold** the following committee meetings and its regular board meeting on **Thursday, June 8, 2023** beginning at 10:00 a.m. and 11:30 a.m. respectively. The meetings will be held in the Oceana County Board of Commissioners Room located at 100 State Street, Hart, MI 49420.

- Courts and Public Safety Committee
- Finance and Administration Committee
- Regular Board of Commissioners Meeting

Detailed meeting agendas are available online at:

<https://oceana.mi.us/government/board-of-commissioners/schedule-of-meetings/>

or, by contacting the County Administrator's Office at the address shown above, by

telephone (231) 873-4835, or by email countyadmin@oceana.mi.us

The Oceana County Board of Commissioners has **cancelled** the following meetings by order of the committee/board chairperson due to a lack of business:

- Personnel and Health and Human Services Committee

All meetings are open to all members of the public. This notice is given pursuant to, and in accordance with, the provisions of the Open Meetings Act, Public Act 267 of 1976, as amended. Oceana County does not discriminate on the basis of race, color, national origin, religion, sex, disability, and age in the delivery of services.



Oceana County Board of Commissioners

County Building

100 State Street, Suite M-4, Hart, MI 49420

AGENDA

Courts and Public Safety Committee

There will be a committee meeting on **Thursday, June 8, 2023 beginning at 10:00 a.m.**, or immediately following any preceding committee meetings, in the Oceana County Board of Commissioners Room, 100 State Street, Hart, MI 49420.

Committee Chair: Tim Beggs

Committee Vice-Chair: Craig Hardy

Presenter	Description	Item #
Chairman Beggs	Call to Order Roll Call Approval of Minutes from May 11, 2023 Changes to the Agenda Approval of the Agenda Public Comment (<i>state your name, current address, and agenda item or topic</i>)	Pages 4 & 5
Dr. Karen Moore, Indigent Defense Counsels	Indigent Defense Update	
Troy Maloney	Emergency Management Request for Generator from ARPA Funds Discussion Pages 6 - 19	#2023-70
	DEPARTMENT HEAD REPORT	
	Public Comment (<i>state your name, current address, and agenda item or topic</i>)	
	Adjournment	

Courts and Public Safety Committee

The Courts and Public Safety Committee Meeting was called to order by Chairperson Beggs, on Thursday, May 11, 2023, at 10:15 a.m. in the Board Conference Room.

Present: Mr. Erickson, Mr. Morse, Mr. Hardy, Mr. Walker, and Mr. Beggs.

Also Present: Ms. Byard, Oceana County Administrator; Ms. Anderson, Oceana County Clerk; Sheriff Mast; Undersheriff Schiller; and Mr. Jeff Stockhill, Life EMS.

Moved by Mr. Hardy and seconded by Mr. Walker to approve the minutes of the April 11, 2023, Courts and Public Safety Committee Meeting.

Voice vote. Motion carried.

Chairperson Beggs asked if there were any changes to the agenda. Chairperson Beggs requested the addition of the quarterly report from Life EMS.

Moved by Mr. Morse and seconded by Mr. Hardy to approve the agenda as amended.

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

Mr. Jeff Stockhill, Life EMS, provided the quarterly report for Life EMS. The number of transports were down and staffing issues have lessened; the expectation is to be fully staffed for the summer months. 96% of the quarter, there were three ambulances fully staffed. Mr. Stockhill noted that for Electric Forest Festival (EFF), they will be staffed at 80% and will be partnering with Montcalm County EMS during EFF.

Mr. Beggs noticed that the exceptions/exemptions for calls were due to extenuating circumstances and was pleased with the compliance rate of 89%. Mr. Stockhill believes that the compliance rate will continue to go up.

Mr. Walker inquired if Grand Rapids had any updates regarding the construction of another ambulance station on M-20. Mr. Stockhill affirmed that the building project was in the permit stage and should break ground soon.

Sheriff Mast and Undersheriff Schiller requested consideration of a motion to purchase five 800 MHz mobile radios from Ingham County. The radios would be brand new, at a reduced rate, and would be paid for from the Newfield Township donation. Mr. Hardy inquired as to when the funding from Newfield Township would be available. Sheriff Mast indicated that as soon as Ingham County sends a billing invoice, then Newfield Township would provide the payment. Mr. Walker stated that encrypted 800 MHz radios are on backorder from suppliers and that this is a great opportunity.

Sheriff Mast and Undersheriff Schiller requested consideration of a motion to purchase toilets and sinks for the jail. The Commissary Fund would provide the funding source for the toilets and sinks.

Department Head Report

Sheriff Mast reported that the jail population is at 50 inmates. Maintenance has been done on several cells. Newly graduated recruit, Brendan Neinhuis, will be starting Marine Patrol this year as a certified officer; he worked as an uncertified Marine Patrol officer last year.

Public Comment

There were no public comments at this time.

Chairperson Beggs asked if there was any further business to come before the Board. There being none, the meeting adjourned at 10:28 a.m.

Respectfully submitted,

Amy L. Anderson
Oceana County Clerk

Funding Proposal
BACK-UP ELECTRICAL GENERATOR
Community Services Building (CSB)
PROPOSAL SUMMARY

I. Need/History

The Oceana County Local Planning Team (LPT) has identified the need for a back-up electric generator. The proposed generator would provide the Oceana County Secondary Emergency Operations Center (EOC) located within the County Services Building with consistent power in the event of an electrical outage that can be used during events such as natural and man-made disasters; large-scale structure fires; urban-interface and wildlands fires; criminal acts resulting in multiple-casualty incidents, and lost persons.

These types of emergency events often require a multi-agency response that can include mutual-aid fire departments; law enforcement; and local, state and federal emergency responses. The modern technology requires the use of computers, phones, internet, lighting and HVAC. A back-up generator can provide the ROC with the electricity needed for communication, coordination and control. The LPT feels that Oceana County would benefit by having the CSB with consistent power.

Currently the main EOC is located within the Mason-Oceana 911 building located 9160 N. Oceana Drive in Pentwater. This build does have a back-up generator. However, this generator is in need of replacement as parts are no longer available for that aged unit.

The Oceana County Community Services Building is regularly used by many organizations throughout the County. With frequent community events held at this location, having consistent electrical power would allow for meetings and trainings to continue when the electrical grid goes down. This would also foster positive public safety and community relations by making this facility available and open.

II. American Rescue Plan Act (ARPA) Funds

The Oceana County Emergency Management Department (EMD) is requesting ARPA funding for this project. We have contacted several vendors with only two local companies submitting proposals. (See attached proposals).

III. Generator Description

See the attached proposals.

IV. Recommendations

The Oceana County Emergency Management Department and the Local Emergency Planning Team (LPT) recommends engaging with Energy Services Solutions, LLC as they submitted the most cost efficient and detailed proposal.



Energy Service Solutions LLC

Standby Generator Proposal
Oceana County Emergency Management
844 S. Griswold Street, Hart Michigan

Background

Energy Service Solutions, LLC (ESS) was approached by OCEM to provide a proposal to install a standby generator system at the Oceana County services building at 844 S. Griswold Street.

Initial review and assessment

Jamie Near from ESS completed an initial walkthrough and site visit with Troy Maloney. We noted there were three separate 225 amp breakers/panels feeding off the 400 amp electric meter outside. Jamie brought in Don Taylor, our electrician, to review the existing electric feeds running into the building and to help determine configuration of the transfer switches. The following was noted:

- Currently 2 sets of 300MCM copper wires run from the meter to the wire trough below the three 225 amp breakers/panels inside the building. The maximum wire fill for the 8x8 wire trough has been exceeded and should be reworked.
- Currently there are unfused service feeds and fused conductors running back and forth in the 8x8 wire trough which is also prohibited by the NEC and should be brought up to code.
- The tap blocks used on the main service feeds are not protected very well in the wire trough and pose a hazard and potential failure point.

- Because there are three separate 225A panels in the building, the easiest solution is to place three transfer switches outside the building to feed back to the existing panels.

Recommendations and conclusions

We recommend the following plan to rectify the current NEC code violations and provide a standby power solution for this building.

1. Install 3 automatic transfer switches outside next to the electric meter.
2. The transfer switches will then separately feed the three 225A breakers in the building and everything in the existing wire trough will be overcurrent protected and much better organized and safer than it currently is.
3. Install a Kohler 48kW single phase 240V standby generator which will provide standby power to all three transfer switches and therefore cover the whole building during a power outage.

Project Plan

1. The first step in the project would be to submit a gas service alteration request to DTE Energy for their review of the existing gas loads and sizing of the new generator to determine if a gas meter or service line upgrade is required. ESS can provide all communication and data submission to accomplish this directly with DTE.
2. After the DTE gas service alteration is approved by the building owner we can proceed with equipment ordering and scheduling installation of the generator and transfer switches.
3. As preliminary work, the concrete pad would be poured for the generator and the gas line ran over to the pad.
4. The transfer switches will take a full day to install and require the electric service to be shut down. We propose to temporarily hook up a portable diesel generator to the building panels to keep the building powered while we're working on installing the transfers switches. There will be a total shutdown later in the day to make the final permanent wire connections.

5. The generator will be set in place on the concrete pad and the final gas and electrical connections made.
6. The generator will be commissioned according to Kohler's startup procedures and an automatic transfer test performed to ensure all equipment is functioning correctly.
7. Operational training/familiarization will be given to building support staff.

Warranty and maintenance

As part of this proposal, ESS has included a Kohler 10 year comprehensive warranty on the generator and transfer switches. This warranty covers parts, labor, and travel for 10 years or 2000 hours whichever occurs first. Some items such as starting batteries and engine coolant heaters are not covered by this warranty. Please see the Kohler Warranty document for clarification.

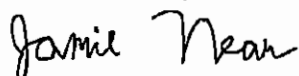
ESS has also included as part of this proposal, an agreement for maintenance on this generator system for 10 years from the commissioning date. Kohler requires annual maintenance to be performed according to their scheduled maintenance plan in order to maintain the 10 year comprehensive warranty. Voluntarily ESS will also perform a semiannual maintenance check.

ESS is authorized as a service and warranty dealer for Kohler so we are able to resolve any and all repairs and maintenance.

Local reference

We invite those interested to visit and review our very similar installation of a 48kW Kohler generator at the Oceana Council on Aging.

Submitted by,



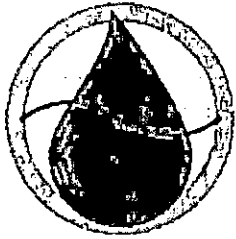
Jamie Near

Owner

Energy Service Solutions, LLC

jamienear@essllc.co

(231) 259-0095



Energy Service Solutions, LLC

Oceana County Emergency Management
844 S Griswold St
Hart, MI 49420

☎ (231) 873-4473

✉ emergencymanagement@oceana.mi.us

ESTIMATE	#42
ESTIMATE DATE	Apr 26, 2023
TOTAL	\$41,777.60

CONTACT US

777 Industrial Park Dr
Shelby, MI 49455

☎ (231) 259-0095

✉ tara.sibley@essllc.co

Service completed by: Jamie Near

ESTIMATE

Labor - General Labor

- Install and commission 48kW Kohler generator
- Install three 200A Kohler transfer switches next to electric meter
- Remove taps and existing 300MCM wire from wire trough
- Re-feed main breakers in the building
- Pour concrete generator pad
- Install generator feeders to the transfer switches
- Install gas line from gas meter to the generator
- Startup and commission unit

Temporary Towable Diesel Generator

Temporary generator and cabling to power the County Building facility during the transfer switch installation

Deliver and set standby generator

Deliver generator to site and set on concrete pad

Materials - RXT-JFNC-200ASEQSS4

3 x Kohler 200A 1Ph 240V service entrance rated automatic transfer switch NEMA 3R

Materials - PSP-KTSE-1

RXT expansion module for 2 transfer switches

NEMA3R Wiring Trough 8x8

Materials - General Materials

Electrical materials including unistrut, conduit, fittings, ground wire, ground bar, breakers, accessory power wiring

Materials - General Materials

Gas pipe, fittings, risers, tracer wire, unistrut, valves

Materials - 48RCLC

48kW Kohler generator: includes shipping, starting battery and cold weather package installed

3/0THHN Wire

Concrete pad

6" concrete pad/base for generator

Permits

Electrical and mechanical

10 year comprehensive warranty

Kohler comprehensive warranty for 48kW generator and transfer switches.

Parts, labor and travel are covered for ten (10) years from the registered startup dates or 2000 hours (whichever occurs first).

Subtotal	\$41,777.60
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Tax (MI 6%)	\$0.00
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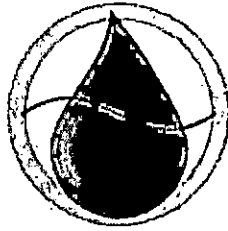
Total	\$41,777.60
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Scope of work:

- Install 48RCLC Kohler standby generator including gas connections to the gas meter and 3x200 amp transfer switches which will provide power to the entire building.
- Form and pour 6" concrete pad for the generator to sit on.
- Provide and operate a diesel generator to power the building while the installation work is happening.
- Remove the existing 300MCM wiring and tap blocks from the electric meter base to the existing panels. Re-feed existing panels from the new transfer switches using 3/0 copper THHN wire.
- Submit gas service alteration request to DTE with site plans and coordinate with them on required gas service alterations.
- Register generator and transfer switches with Kohler and activate 10 year comprehensive warranty.

Not included in our quoted scope of work:

- Any required replacement, upsizing, or new service alteration costs of DTE's gas service equipment.



Energy Service Solutions LLC

Liquid Cooled Generator Maintenance

10 year agreement for 48kW

Customer: _____

Generator model: _____

Address: _____

Generator size(kW): _____

City/zip: _____

Phone #: _____

Annual Cost: \$450

Pricing remains fixed for 10 years from the commissioning date of the generator.

Standard annual maintenance: change engine oil, oil filter, air filter (as needed), spark plugs (as needed), check output voltage and frequency, inspect transfer switch, test battery, test engine coolant, check block heater, battery charger, and clean the generator enclosure.

Load bank test: perform a 20-minute load test of the generator with a portable load bank. This is recommended to ensure full load performance of the generator but not required by the manufacture for warranty purposes.

6 month inspection: includes oil level inspection, air cleaner inspection, battery voltage check, output voltage and frequency check, block heater inspection, transfer switch visual inspection, test run generator and monitor running conditions.

Terms/Conditions: Energy Service Solutions, LLC (ESS) agrees to provide the above-described maintenance services and provide a report for the customer's review. All work will be performed within the manufacturer's guidelines by factory trained technicians. Unless under warranty, all additional maintenance, and repairs outside of the above maintenance levels are subject to our standard service rate of \$125/hour. Service calls for nuisance alarms/faults are not covered under warranty unless there is a failed part found. We ask customers to cooperate with our technicians remotely to determine these nuisance alarms (we may ask you to open the generator lid and read an alarm or reset the auxiliary shutdown switch). The customer is responsible for checking engine oil level during prolonged power outages.

Customer Acceptance Signature

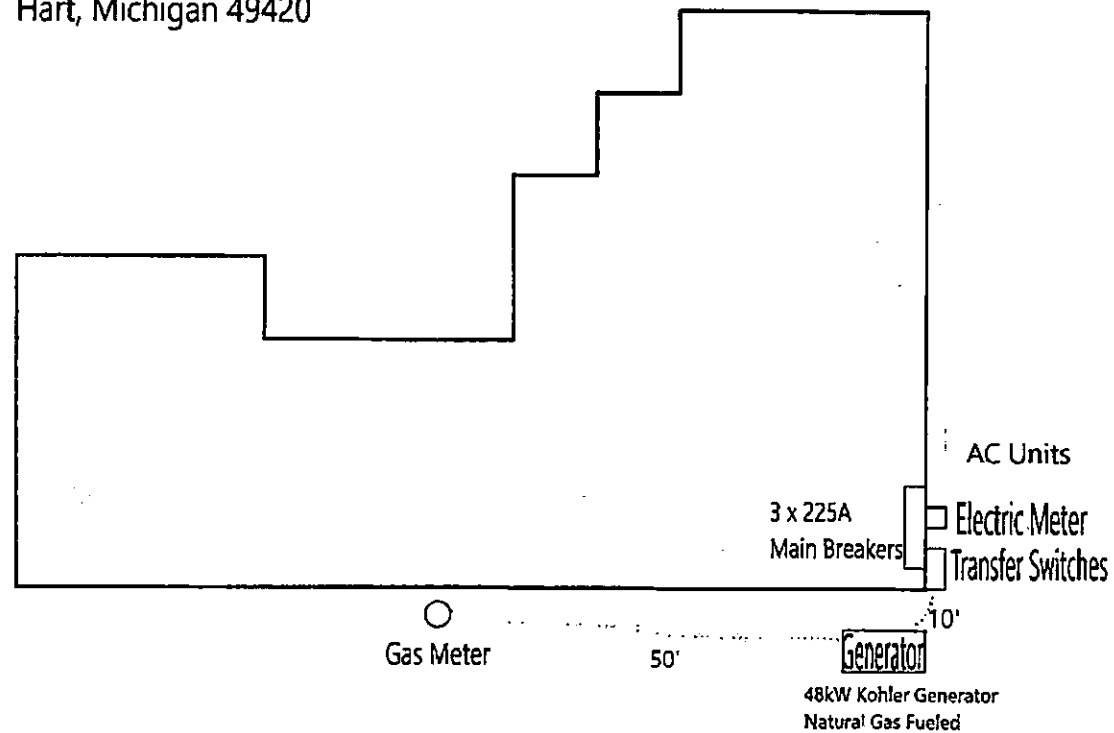
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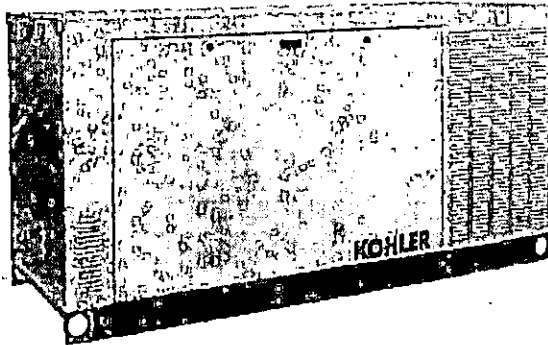
Energy Service Solutions, LLC | 777 Industrial Park Dr. Shelby, Michigan 49455 | (231) 259-0095

Griswold St.

Oceana County Services Building
Generator Site Plan
844 S. Griswold Street
Hart, Michigan 49420

Prepared by: Jamie Near
Energy Service Solutions, LLC
777 Industrial Park Dr.
Shelby, Michigan 49455





The Kohler® Advantage

- **High Quality Power**
Kohler generators provide advanced voltage and frequency regulation along with ultra-low levels of harmonic distortion for excellent generator power quality to protect your valuable electronics.
- **Extraordinary Reliability**
Kohler is known for extraordinary reliability and performance and backs that up with a 5-year/2000-hour limited warranty.
- **Aluminum Sound Enclosure**
Aluminum sound enclosure is standard. Optional 291 kph (181 mph) wind-load-rated enclosure door kit is available for field installation.
- **Fast Response**
Kohler's Fast-Response® X excitation system delivers excellent voltage response and short-circuit capability using a rare-earth permanent magnet (PM)-excited alternator.
- **Quiet Operation**
Kohler home generators provide quiet, neighborhood-friendly performance.

Standard Features

- Kohler Co. provides one-source responsibility for the generating system and accessories.
- The generator set and its components are prototype-tested, factory-built, and production-tested.
- The generator set accepts rated load in one step.
- A standard 5-year/2000-hour limited warranty covers all systems and components.
- Quick-ship (QS) models with selected features are available. See your Kohler distributor for details.
- RDC2 Controller
 - One digital controller manages both the generator set and transfer switch functions (with optional Model RXT ATS).
 - Designed for today's most sophisticated electronics.
 - Electronic speed control responds quickly to changing demand.
 - Digital voltage regulation protects your valuable electronics from harmonic distortion and unstable power quality.
- Engine Features
 - Powerful and reliable Kohler 6.2L liquid-cooled engine
 - Electronic engine management system.
 - Simple field conversion between natural gas and LP vapor fuels while maintaining emission certification.
- Innovative Cooling System
 - Electronically controlled fan speeds minimize generator set sound signature.
- Approved for stationary standby applications in locations served by a reliable utility source.
- Certifications
 - The 60 Hz generator set engine is certified by the Environmental Protection Agency (EPA) to conform to the New Source Performance Standard (NSPS) for stationary spark-ignited emissions.
 - UL 2200/cUL listing is available (60 Hz only).
 - CSA certification is available (60 Hz only).
 - Accepted by the Massachusetts Board of Registration of Plumbers and Gas Fitters.

Generator Set Ratings

Alternator	Voltage	Ph	Hz	Standby Ratings			
				Natural Gas		LPG	
				kW/kVA	Amps	kW/kVA	Amps
4P7BX	120/208	3	60	48/60	167	50/62	173
	127/220	3	60	48/60	158	50/62	163
	120/240	3	60	48/60	144	50/62	150
	277/480	3	60	48/60	73	50/62	75
	220/380*	3	50	38/48	73	40/50	76
	230/400	3	50	38/48	70	40/50	73
4Q7BX	240/416*	3	50	38/48	67	40/50	70
	120/240	1	60	48/48	200	48/48	200

* 50 Hz models are factory-connected as 230/400 volts. Field-adjustable to 220/380 or 240/416 volts by an authorized service technician.

RATINGS: All three-phase units are rated at 0.8 power factor. All single-phase units are rated at 1.0 power factor. **Standby Ratings:** Standby ratings apply to installations served by a reliable utility source. The standby rating is applicable to varying loads for the duration of a power outage. There is no overload capability for this rating. Ratings are in accordance with ISO-8528-1 and ISO-3046-1. Obtain technical information bulletin TIB-101 for ratings guidelines, complete ratings definitions, and site condition details. The generator set manufacturer reserves the right to change the design or specifications without notice and without any obligation or liability whatsoever. Availability is subject to change without notice. Contact your local Kohler generator distributor for availability.

Alternator Specifications

Specifications	Alternator
Manufacturer	Kohler
Type	4-Pole, Rotating Field
Exciter type	Brushless, Rare-Earth Permanent Magnet
Leads: quantity, type	
4Q7BX	4, 120/240
4P7BX	12, Reconnectable
Voltage regulator	Solid State, Volts/Hz
Insulation:	NEMA MG1
Material	Class H
Temperature rise	130°C, Standby
Bearing: quantity, type	1, Sealed
Coupling	Flexible Disc
Amortisseur windings	Full
Voltage regulation, no-load to full-load	±1.0% RMS
Unbalanced load capability	100% of Rated Standby Current
One-step load acceptance	100% of Rating
Peak motor starting kVA:	(35% dip for voltages below)
480 V, 400 V 4P7BX (12 lead)	180 (60 Hz), 136 (50 Hz)
240 V 4Q7BX (4 lead)	113 (60 Hz)

- The unique Fast-Response[®] X excitation system delivers excellent voltage response and short-circuit capability using a rare-earth, permanent magnet (PM)-excited alternator.
- Brushless, rotating-field alternator.
- NEMA MG1, IEEE, and ANSI standards compliance for temperature rise and motor starting.
- Sustained short-circuit current of up to 300% of the rated current for up to 10 seconds.
- Sustained short-circuit current enabling downstream circuit breakers to trip without collapsing the alternator field.
- Self-ventilated and drip-proof construction.
- Windings are vacuum-impregnated with epoxy varnish for dependability and long life.
- Superior voltage waveform from a two-thirds pitch stator and skewed rotor.
- Total harmonic distortion (THD) from no load to full load with a linear load is less than 4%.

Application Data

Engine

Engine Specifications	60 Hz	50 Hz
Manufacturer	Kohler	
Engine: model, type	KG6208 6.2L Natural Aspiration V-8	
Cylinder arrangement		
Rated rpm	1800	1500
Displacement, L (cu. in.)	6.2 (378)	
Bore and stroke, mm (in.)	101.6 x 95.25 (4.00 x 3.75)	
Compression ratio	10.5:1	
Max. power at rated rpm, kW (HP)	77.0 (103)	64.3 (86)
Cylinder head material	Cast Aluminum	
Piston type and material	High Silicon Aluminum	
Crankshaft material	Cast Iron	
Valve (exhaust) material	Forged Steel	
Governor type	Electronic	
Frequency regulation, no-load to full-load	Isochronous	
Frequency regulation, steady state	±1.0%	
Frequency	Fixed	
Air cleaner type	Dry	

Engine Electrical

Engine Electrical System	
Ignition system	Electronic
Battery charging alternator:	
Ground (negative/positive)	Negative
Volts (DC)	12
Ampere rating	130
Starter motor rated voltage (DC)	12
Battery, recommended cold cranking amps (CCA):	
Qty., rating for -18°C (0°F)	One, 630
Battery voltage (DC)	12
Battery group size	24

Exhaust

Exhaust System	60 Hz	50 Hz
Exhaust manifold type	Dry	
Exhaust flow at rated kW, m ³ /min. (cfm)	16.4 (580)	13.6 (480)
Exhaust temperature at rated kW, dry exhaust, °C (°F)	649 (1200)	
Maximum allowable back pressure, kPa (in. Hg)	10.2 (3.0)	
Exhaust outlet size at engine hookup, mm (in.)	76 (3.0) OD	

Fuel

Fuel System		
Fuel type	LP Gas or Natural Gas	
Fuel supply line inlet	1 in. NPT	
Natural gas fuel supply pressure, kPa (in. H ₂ O)	1.74-2.74 (7-11)	
LPG vapor withdrawal fuel supply pressure, kPa (in. H ₂ O)	1.24-2.74 (5-11)	
Fuel Composition Limits *	Nat. Gas	LP Gas
Methane, % by volume	92 min.	—
Ethane, % by volume	4.5 max.	—
Propane, % by volume	1.0 max.	87 min.
Propene, % by volume	0.1 max.	5.0 max.
C ₄ and higher, % by volume	0.3 max.	2.5 max.
Sulfur, ppm mass	25 max.	
Lower heating value, MJ/m ³ (Btu/ft ³), min.	33.2 (890)	84.2 (2260)

* Fuels with other compositions may be acceptable. If your fuel is outside the listed specifications, contact your local distributor for further analysis and advice.

Lubrication

Lubricating System	
Type	Full Pressure
Oil pan capacity, L (qt.)	5.7 (6.0)
Oil pan capacity with filter, L (qt.)	7.1 (7.5)
Oil filter: quantity, type	1, Cartridge

Application Data

Cooling

Radiator System	60 Hz	50 Hz
Ambient temperature, °C (°F)	45 (113)	
Radiator system capacity, including engine, L (gal.)	21.3 (5.6)	
Engine jacket water flow, Lpm (gpm)	131 (34.6)	109 (28.8)
Heat rejected to cooling water at rated kW, dry exhaust, kW (Btu/min.)	48 (2730)	44 (2500)
Water pump type	Centrifugal	
Fan diameter, mm (in.)	qty. 3 @ 356 (14)	
Fan power requirements (powered by engine battery charging alternator)	12VDC, 18 amps each	

Operation Requirements

Air Requirements	60 Hz	50 Hz
Radiator-cooled cooling air, m ³ /min. (scfm)*	62.2 (2200)	62.2 (2200)
Air over engine, m ³ /min. (cfm)	31.1 (1100)	31.1 (1100)
Combustion air, m ³ /min. (cfm)	5.5 (195)	4.6 (162)
* Air density = 1.20 kg/m ³ (0.075 lbm/ft ³)		

Fuel Consumption*

Natural Gas, m ³ /hr. (cfh) at % load	60 Hz	50 Hz
100%	24.8 (875)	21.5 (759)
75%	20.3 (717)	17.6 (622)
50%	14.5 (512)	12.6 (444)
25%	8.7 (307)	7.5 (266)
LP Gas, m ³ /hr. (cfh) at % load	60 Hz	50 Hz
100%	9.3 (329)	8.1 (285)
75%	6.5 (231)	7.1 (251)
50%	4.9 (172)	4.2 (149)
25%	3.1 (110)	2.7 (95)

* Nominal Fuel Rating: Natural gas, 37 MJ/m³ (1000 Btu/ft³)
LP Vapor, 93 MJ/m³ (2500 Btu/ft³)

LP vapor conversion factors:

8.58 ft.³ = 1 lb.
0.535 m³ = 1 kg.
36.39 ft.³ = 1 gal.

Sound Enclosure Features

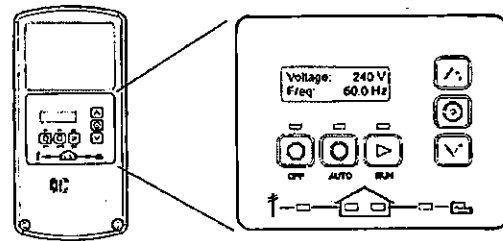
- Sound-attenuating enclosure uses acoustic insulation that meets UL 94 HF1 flammability classification and repels moisture absorption.
- Internally mounted critical silencer.
- Skid-mounted, aluminum construction with two removable access panels.
- Scratch- and corrosion-resistant Kohler® cashmere powder-baked finish.

Sound Data

Model 48RCLB sound levels are 57 dB(A) during weekly engine exercise and 61 dB(A) during normal operation.

All sound levels are measured at a distance of 23 ft. (7 m) from the generator set. Actual sound levels may vary based on installation parameters.

RDC2 Controller



The RDC2 controller provides integrated control for the generator set, Kohler® Model RXT transfer switch, programmable interface module (PIM), and load shed kit.

The RDC2 controller's 2-line LCD screen displays status messages and system settings that are clear and easy to read, even in direct sunlight or low light.

RDC2 Controller Features

- Membrane keypad:
 - OFF, AUTO, and RUN pushbuttons
 - Select and arrow buttons for access to system configuration and adjustment menus
- LED indicators for OFF, AUTO, and RUN modes
- LED indicators for utility power and generator set source availability and ATS position (Model RXT transfer switch required)
- LCD screen:
 - Two lines x 16 characters per line
 - Backlit display with adjustable contrast for excellent visibility in all lighting conditions
- Scrolling system status display
 - Generator set status
 - Voltage and frequency
 - Engine temperature
 - Oil pressure
 - Battery voltage
 - Engine runtime hours
- Date and time displays
- Smart engine cooldown senses engine temperature
- Digital isochronous governor to maintain steady-state speed at all loads
- Digital voltage regulation: ± 1.0% RMS no-load to full-load
- Automatic start with programmed cranking cycle
- Programmable exerciser can be set to start automatically on any future day and time, and to run every week or every two weeks
- Exercise modes
 - Unloaded exercise with complete system diagnostics
 - Unloaded full-speed exercise
 - Loaded full-speed exercise (Model RXT ATS required)
- Front-access mini USB connector for SiteTech™ connection
- Integral Ethernet connector for Kohler® OnCue® Plus
- Built-in 2.5 amp battery charger
- Remote two-wire start/stop capability for optional connection of a Model RDT transfer switch

See additional controller features on the next page.

Additional RDC2 Controller Features

- Diagnostic messages
 - Displays diagnostic messages for the engine, generator, Model RXT transfer switch, programmable interface module (PIM), and load shed kit
 - Over 70 diagnostic messages can be displayed
- Maintenance reminders
- System settings
 - System voltage, frequency, and phase
 - Voltage adjustment
 - Measurement system, English or metric
- ATS status (Model RXT ATS required)
 - Source availability
 - ATS position (normal/utility or emergency/generator)
 - Source voltage and frequency
- ATS control (Model RXT ATS required)
 - Source voltage and frequency settings
 - Engine start time delay
 - Transfer time delays
 - Fixed pickup and dropout settings
 - Voltage calibration
- Programmable Interface Module (PIM) status displays
 - Input status (active/inactive)
 - Output status (active/inactive)
- Load control menus
 - Load status
 - Test function

Generator Set Standard Features

- Aluminum sound enclosure with enclosed silencer
- Battery rack and cables
- Electronic, isochronous governor
- Engine-generator set is designed and manufactured in facilities certified to ISO:9001.
- Flexible fuel line
- Gas fuel system (includes fuel mixer, electronic secondary gas regulator, two gas solenoid valves, and flexible fuel line between the engine and the skid-mounted fuel system components)
- Integral vibration isolation
- Line circuit breaker
- Oil drain extension
- OnCue[®] Plus Generator Management System for remote monitoring (see specification sheet G6-140)
- Operation and installation literature
- RDC2 controller with built-in battery charger
- Standard 5-year/2000-hour limited warranty

Available Options

Approvals and Listings

- ☐ UL 2200 Listing (60 Hz only)
- ☐ CSA Approval (60 Hz only)

Electrical System

- ☐ Battery
- ☐ Battery Heater

Available Options (continued)

Enclosure Option

- ☐ 291 kph (181 mph) wind load rated enclosure

Starting Aids §

- ☐ Block Heater, 120 V
- ☐ Block Heater, 240 V

§ Recommended for ambient temperatures below 0°C (32°F)

Controller Accessories

- ☐ Lockable Emergency Stop (lockout/tagout)
- ☐ Programmable Interface Module (PIM) (provides 2 digital inputs and 6 relay outputs)

Automatic Transfer Switches and Accessories

- ☐ Model RXT Automatic Transfer Switch
- ☐ Model RXT Automatic Transfer Switch with combined interface/load management board
- ☐ Model RDT Automatic Transfer Switch
- ☐ Load shed kit for RDT or RXT
- ☐ Power relay modules (use up to 4 relay modules for each load management device)
- ☐ Other Kohler[®] ATS

Miscellaneous

- ☐ Rated Power Factor Testing

Literature

- ☐ General Maintenance Literature Kit
- ☐ Overhaul Literature Kit
- ☐ Production Literature Kit

Warranty

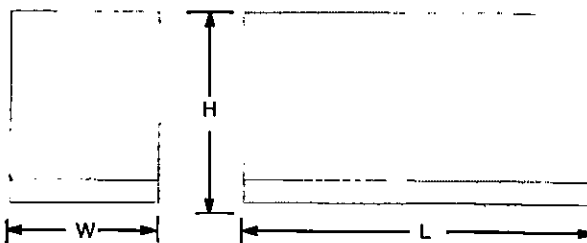
- ☐ Optional Extended 5-Year/2000 Hour Comprehensive Limited Warranty

Dimensions and Weights

Overall Size, L x W x H, mm (in.): 2280 x 836 x 1182
 (89.8 x 32.9 x 46.5)

Shipping Weight, wet, kg (lb.): 767 (1690)

Weight includes generator set with engine fluids and 4Q7BX alternator, sound enclosure, and silencer.



NOTE: This drawing is provided for reference only and should not be used for planning installation. Contact your local distributor for more detailed information.

DISTRIBUTED BY:

Standby Residential/Light Commercial Generator Set Extended Ten-Year Limited Warranty - United States

Your Kohler product has been manufactured and inspected with care by experienced craftsmen. Kohler Co. warrants, for the period indicated below, each product to be free from defects in materials and workmanship. In the event of a defect in materials or workmanship, Kohler Co. will repair, replace, or make appropriate adjustment at Kohler Co.'s option if the product, upon Kohler Co.'s inspection, is found to be properly installed, maintained, and operated in accordance with Kohler Co.'s instruction manuals. The Ten-Year Warranty can be purchased and added to the factory-provided five-year warranty at any time during the original 5-year policy period. This Warranty is transferrable to a new owner and/or new location if the generator set is installed by a Kohler-authorized dealer or service technician.

Kohler Product

Generator set and factory-supplied accessories installed in the United States and used in stationary standby applications as a backup to a commercial utility source*

Warranty Coverage

Parts, labor and travel are covered for ten (10) years from the registered startup date§ (or, if there is not a registered startup date, the date of purchase by the original end user) or 2000 hours (whichever occurs first).

* For Canada, refer to Warranty Policy TP-7226.

§ In order to have a registered startup date, a Kohler distributor, dealer, or authorized service representative must perform startup of your generator set and submit your generator set details to Kohler via Kohler Power Assistant.

The following will not be covered by the warranty:

1. Normal wear, routine maintenance, maintenance parts, adjustments, and periodic service.
2. Damage, including but not limited to damage caused by accidents, improper installation or handling, faulty repairs not performed by an authorized Kohler service representative, improper storage, or acts of God.
3. Enclosures and generator bases after the first year of the warranty period.
4. Cosmetic problems, discoloration, or rusting due to improper installation, location in a corrosive or saltwater environment, or scratches that compromise the integrity of the applied paint.
5. Damage caused by operation with improper fuel or at speeds, loads, conditions, modifications, or installation contrary to published specifications or recommendations.
6. Damage caused by negligent maintenance such as:
 - a. Failure to provide the specified type and sufficient quantity of lubricating oil.
 - b. Failure to keep the air intake and cooling fin areas clean.
 - c. Failure to service the air cleaner.
 - d. Failure to provide sufficient coolant and/or cooling air.
 - e. Failure to perform scheduled maintenance as prescribed in supplied manuals.
 - f. Failure to regularly exercise the generator set.
 - g. Failure to follow long-term storage procedures.
7. Original installation charges and startup costs.
8. Starting batteries and the following related expenses:
 - a. Labor charges related to battery service.
 - b. Travel expenses related to battery service.

Kohler batteries are covered by a separate warranty.
9. Engine block heaters, heater controls, and circulating pumps after the first year of the warranty period.
10. Excessive travel costs or additional expenses for repairs performed after normal business hours, i.e. overtime or holiday labor rates.
11. Cost of rental generator during the performance of warranty repairs.
12. Non-Kohler replacement parts. Replacement of a failed Kohler part with a non-Kohler part voids the warranty on that part.
13. Non-Kohler-authorized repair shop labor without prior approval from Kohler Co. Warranty Department or Kohler Technical Services Team.
14. Engine fluids such as fuel, oil, or coolant/antifreeze.
15. Consumable supplies such as adhesives, sealants, cleaning solvents, and rags.
16. Expenses incurred investigating performance complaints unless the problem is caused by defective Kohler materials or workmanship.
17. Maintenance items including fuses, lamps, filters, spark plugs, spark plug wires, loose or leaking clamps, belts, hoses, and adjustments.
18. Removal and replacement of non-Kohler-supplied options and equipment.
19. Generator sets used in a mobile or non-standby application. Use of the generator set in a mobile or non-standby application voids the warranty.
20. Unreasonable costs associated with removal and reinstallation of the complete unit and/or costs to gain access to the generator for repair or replacement unless pre-authorized by the Kohler Warranty Department.
21. Travel time and mileage exceeding 200 miles round trip per repair.

To obtain customer support, call 1-800-544-2444 for your nearest authorized Kohler service representative or email Resi-warranty@kohler.com.

KOHLER CO. SHALL NOT BE LIABLE FOR SPECIAL, INCIDENTAL, AND/OR CONSEQUENTIAL DAMAGES OF ANY KIND including, but not limited to, incidental and/or consequential labor costs, installation charges, telephone charges, or transportation charges in connection with the replacement or repair of defective parts.

This is our exclusive written warranty. We make no other express warranty nor is anyone authorized to make any on our behalf. ANY IMPLIED OR STATUTORY WARRANTY, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, IS EXPRESSLY LIMITED TO THE DURATION OF THIS WARRANTY. Some jurisdictions do not allow limitations on how long an implied warranty lasts, or the exclusion or limitation of incidental and/or consequential damages, so the above limitation or exclusion may not apply to you.

This warranty gives you specific legal rights, and you may also have other rights which vary from jurisdiction to jurisdiction.



KOHLER CO., Kohler, Wisconsin 53044
Phone 920-457-4441, Fax 920-459-1646
For the nearest sales/service outlet in the
US and Canada, phone 1-800-544-2444
KOHLERPower.com

TP-7225 1/23a

MIKE BLACKMER ELECTRIC, INC.
3910 W. MONROE ROAD
HART, MI 49420-8485

231-873-4361

Estimate

Date

Estimate #

5/3/2023

7044

Name / Address

OCEANA COUNTY COURTHOUSE
100 STATE STREET
HART, MI 49420

JOB NAME

Description

Total

ELECTRICAL QUOTE INCLUDES THE FOLLOWING ITEMS:

82,542.00

SCOPE: INSTALL 100KW 3 PHASE GENERATOR AND 800AMP TRANSFER SWITCH

ELECTRICAL PERMIT

MECHANICAL PERMIT

1 -GENERAC 100KW LC GENERATOR 3 PHASE 120/208V

1 -GENERAC 800AMP SERVICE RATED TRANSFER SWITCH

-GAS PIPING LABOR AND MATERIALS

-ELECTRIC LABOR AND MATERIALS

-GENERATOR PAD

NOTE: THIS GENERATOR HAS A 50-60 WEEK LEAD TIME FOR DELIVERY

THIS BID IS GOOD FOR 30DAYS. E-Mail: blackmerelectric@casair.net

"Thank you for the opportunity to bid this project."

Total \$82,542.00



Oceana County Board of Commissioners

County Building

100 State Street, Suite M-4, Hart, MI 49420

AGENDA

Finance and Administration Committee

There will be a committee meeting on **Thursday, June 8, 2023 beginning at 10:00 a.m.**, or immediately following any preceding committee meetings, in the Oceana County Board of Commissioners Room, 100 State Street, Hart, MI 49420.

Committee Chair: Craig Hardy

Committee Vice-Chair: Tim Beggs

Presenter	Description	Motion #
Chairman Hardy	Call to Order Roll Call Approval of Meeting Minutes from April 27, 2023 Pages 21-23 Changes to the Agenda Approval of the Agenda Public Comment (<i>state your name, current address, and agenda item or topic</i>)	
Marilyn Passmore, Director of Government Affairs, Charter	Charter Expansion Network Presentation	
Amy Florea, Community Services Director	Senior Resources of West Michigan 2024 Annual Implementation Plan Pages 24-52	#2023-71
Mary Lou Phillips, County Treasurer	Increase to 40 Hour Work Week Discussion	#2023-72
	Administrator's Review of Selected Claims for Payment Pages 53 & 54 Administrator's Report To Be Distributed	#2023-73
	DEPARTMENT HEAD REPORT	
	CLOSED SESSION FOR THE PURPOSE OF DISCUSSION REGARDING A WRITTEN LEGAL OPINION MCL 15.268(h)	
	Public Comment (<i>state name, current address, and agenda item or topic</i>)	
	Adjournment	

Finance and Administration Committee

The Finance and Administration Committee Meeting was called to order by Chairperson Hardy on Thursday, May 25, 2023, at 11:20 a.m., in the Board Conference Room.

Present: Mr. Erickson, Mr. Morse, Mr. Beggs, Mr. Walker, and Mr. Hardy.

Also Present: Ms. Byard, Oceana County Administrator, and Ms. Coon, Oceana County Chief Deputy Clerk.

Moved by Mr. Morse and supported by Mr. Beggs to approve the minutes of the May 11, 2023 Finance and Administration Committee meeting as presented.

Voice vote. Motion carried.

Chairperson Hardy asked if there were any additions to the agenda. No additions were mentioned.

Moved by Mr. Morse and seconded by Mr. Walker to approve the agenda as presented.

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

Ms. Byard brought forth consideration of a resolution celebrating the Michigan Association of Counties (MAC) 125th Anniversary. MAC sent out a template for a resolution and 40% of counties have adopted the resolution already.

Mr. Morse sought consideration of a motion and discussion regarding the Sheriff's salary. The past two years, have put Undersheriff Schiller's wages at a higher rate than Sheriff Mast's salary. This motion would temporarily freeze the Undersheriff at his current step, and increase the Sheriff's salary to \$91,000, retroactive January 1, 2023. Mr. Morse explained that this is based on principle and that someone in a supervisory position should make more than a supervisee.

Mr. Walker explained that the Sheriff's wages were frozen for three years and the commissioners did not realize that the Undersheriff wages had exceeded the Sheriff wages.

Mr. Beggs supported raising the Sheriff's wages, but disagreed with freezing the Undersheriff's wages and disagreed with the difference between the Sheriff and Undersheriff's wages after raising the Sheriff's wages to \$91,000. Mr. Beggs believes that there should be an adequate gap between the two positions wages.

Mr. Walker suggested revisiting the Sheriff wage discussion during budget season. Mr. Erickson agreed and then proposed that all elected official's salaries should be discussed.

Mr. Hardy agreed with Mr. Beggs and would not support the freezing of the Undersheriff's wages. Both positions, Sheriff and Undersheriff, should be adequately compensated because they are continuously on call 24/7. Mr. Hardy provided wage increase differential percentages and suggested solutions. Mr. Walker expressed that perhaps going forward, during budget time, that wages should not go up by percentages, but by set dollar amounts.

Mr. Morse expressed caution regarding how an increase in wages and/or salaries would affect the budget.

Ms. Byard also did not read the claims for payment, but the following was provided:

Oceana County Administrator				
REVIEW OF CLAIMS FOR PAYMENT (>= \$1,000 and Other Noteworthy Expenditures)				
Fund #	Dept. #	Dept. Name	Amount	Purpose
Special Revenue Funds				
239- Shelby Twp Community Park			\$ 2,105.00	to Kennari Consulting for professional services. Fully reimbursed via private donations.
256 - Automation Fund R.O.D.			\$ 2,106.00	to GovOS, Inc for software fees.
260 - Indigent Defense Fund			\$ 5,048.00	to MKG Law Office, PLLC for court appointed attorney fees.
			\$ 7,029.00	to Springstead Law Offices for court appointed attorney fees.
			\$ 5,863.00	to Good Law for court appointed attorney fees.
286- ARPA			\$ 49,975.00	to Shelby Township Treasurer for ARPA reimbursement towards contractual services
			\$ 15,113.67	to Martech for equipment replacement.
			\$ 6,285.15	to White Lake Flooring for new carpet at the EMS Building
292- Child Care			\$ 7,250.00	to Ottawa County Juvenile Detention Center
549 - Building Department Fund			\$ 4,629.25	to Randy Miller for permits, residential plan reviews, and commercial plan reviews.
			\$ 3,725.70	to Randy Neuman for permits, residential plan reviews, and commercial plan reviews.
General Fund				
172 - County Administration			\$ 1,991.11	to TASC for May COBRA payment.
257 - Equalization			\$ 28,375.00	to V&V Assessing for equalization and assessing services.
265 - Courthouse & Grounds			\$ 1,892.11	to Martech for equipment repairs.
286 - District Court			\$ 3,106.81	to the State of Michigan for JIS Fees
294 - Probate Court			\$ 1,125.00	to Barkow Law for Guardian Fees
301 - Sheriff			\$ 19,305.78	to Enterprise for fleet vehicle management.
			\$ 1,875.00	to Windridge for Graphic Decals
			\$ 1,101.68	to NYE Uniform.
351 - Jail			\$ 2,522.82	to Martech for equipment repairs.
			\$ 2,895.02	to Gordon Food Service.
528 - Transfer Station			\$ 8,818.95	to American Classic Dumpster for removal of trash and recycling material.
601 - Health Department			\$ 1,261.41	to Martech for equipment repairs.
728 - Economic & Community Development			\$ 30,000.00	to Oceana County Economic Alliance for Fiscal Year 2023 Appropriation of funds.
~ Total			\$ 213,400.46	

Administrator's Report *(as provided by Ms. Byard):*

Michigan Association of Counties Podcast

Listened in on the Podcast with the Michigan Association of Counties where they further discussed legislative updates. They discussed the upcoming budget with a 25% increase to the Juvenile Justice piece. The discussed HB4317 and 4318 relating to the Personal Property Tax reimbursement, which would bring \$75 million back to the locals. The House has presented a budget that has exceeded the Governors proposed budget and the Senate has come in under. They were looking to have it adopted by June 1st but it is looking to be closer to the middle of June. They also discussed a new proposal

relating to a statewide septic code requiring inspections every 5yrs and the local health department will be responsible for that.

HR Finance Position

Final interviews for the HR/Finance Position will be held on Thursday, May 18, 2023 beginning at 8:00 a.m. Additional information will be provided at the Board of Commissioners meeting.

Employee & Volunteer Appreciation Picnic

The employee and volunteer appreciation picnic will be held on Wednesday, June 28th from 11:30 a.m. – 1:30 p.m. on the south lawn of the county building. Administration staff have been planning for this event. (Sponsored by the Board of Commissioners)

Materials Management Planning

Meetings are being held each month to discuss the Materials Management Planning. There will be a letter coming to the Board of Commissioners. Once that letter has been received, we will be required to submit a letter of intent. There is still more information that is being provided on this and I will keep you apprised. I will be talking with our surrounding counties as we do have the opportunity to work with them to receive more funding when working as a group. If we are able to do this, it will help with the creation of the Planning Committee for this as we are required to have an 11-member board and I see that to be an obstacle for us.

Additional Administrator's Report Items

Ms. Byard thanked Mr. Erickson and Mr. Morse for assisting in the second round of interviews. The new Human Resources person will be starting on June 1st.

Department Head Reports

There were no department head reports at this time.

Administrator's Annual Performance Review

Moved by Mr. Walker and seconded by Mr. Erickson to enter in to closed session for the discussion regarding the Administrator's annual performance review.

Roll call vote: Mr. Walker – yes; Mr. Erickson – yes; Mr. Morse – yes; Mr. Beggs – yes;
and Mr. Hardy – yes.

Motion carried.

The Finance and Administration Committee meeting recessed at 11:50 a.m.

The Finance and Administration Committee meeting reconvened at 12:38 p.m.

Public Comment

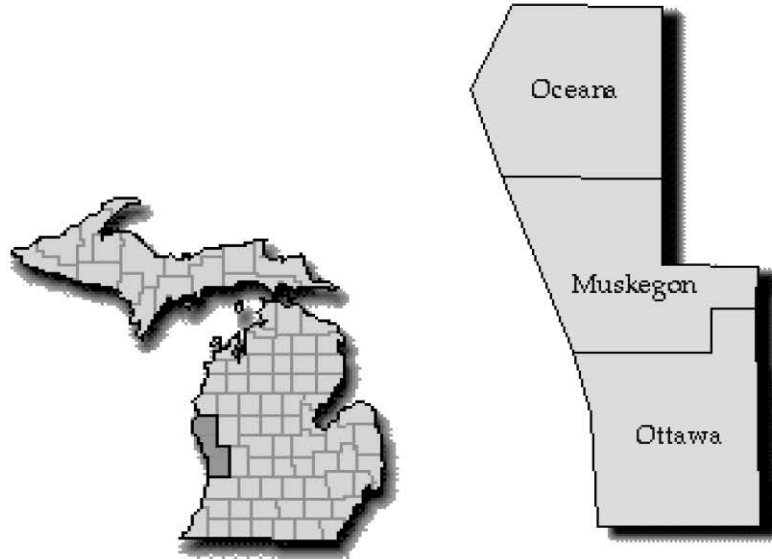
There were no public comments at this time.

Chairperson Hardy asked if there was any further business to come before the Board. There being none, the meeting adjourned at 12:40 p.m.

Respectfully submitted,

Melanie A. Coon
Oceana County Chief Deputy Clerk

2023—2025 Multi Year Plan
FY 2024 ANNUAL IMPLEMENTATION PLAN
SENIOR RESOURCES OF WEST MICHIGAN 14



Planning and Service Area
Muskegon, Oceana, Ottawa

Senior Resources of West Michigan

560 Seminole Road
Norton Shores, MI 49444
231-739-5858 (phone)
800-442-0054 (toll-free)
231-739-4452 (fax)
Pam Curtis, CEO
www.seniorresourceswmi.org

Field Representative Julie Cortright

CortrightJ1@michigan.gov
517-282-3748

STATE OF MICHIGAN
Michigan Department of Health & Human Services
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Executive Summary

Include a summary that describes the AAA and the implementation plan including a brief description of the PSA (to include older adults in greatest economic need, minority, and/or non-English speaking), the AAA's mission, and primary focus for FY 2024.

Instructions

Please include in the Executive Summary a brief description of the following: The PSA and any significant changes to the current area plan.

A.) Any significant new priorities, plans or objectives set by the AAA for the use of (OAA) and state funding during FY 2024. If there are no new activities or changes, note that in your response.

B.) Any permanent changes to the AAA's operations based on the COVID-19 pandemic. In addition, please describe how the AAA is utilizing its American Rescue Plan Act (ARPA) funding.

C.) Current information about contingency planning for potential reduced federal funding (if plans include the pursuit of alternative funding, identify specific funding sources).

D.) A description of progress made through advocacy efforts to date and focus of advocacy efforts in FY 2024.

E.) A brief description of AAA's successes over the past year and any anticipated challenges for FY 2024.

It is the vision of the Senior Resources board, leadership, and staff to promote lifelong dignity and independence. That vision coupled with our mission of providing a comprehensive and coordinated system of services designed to promote the independence and dignity of older persons and their families - a mission compelling us to focus on older persons in greatest need and to advocate for all - guides our purpose. Senior Resources serves as a respected focal point and acts as an advocate for older adults by advancing causes or issues that are vital to their welfare. It is a goal of the organization to inform and educate seniors, their families, and the public on available services and issues affecting older adults. From advocacy at the national and state levels, to partnering with a local senior center or food bank, we recognize the need to be active and involved in all aspects of our community.

Within our public service area (PSA), a total of 109,538 people are over the age of 60, or 22% of the total population. This represents a 19% increase of the 60+ population over the past 10 years. Geographically, the PSA encompasses both urban and rural areas, which present unique strengths and weaknesses for the older adults and the service organizations who seek to meet their needs.

Oceana County

7,687 people over the age of 60

4.1% or 307 reported as Hispanic

4% of the older adult population report either living with or having responsibility for their grandchildren

14% of the senior population are recorded as being below 100% of the poverty level

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Muskegon County

41,517 people over the age of 60

9.2% or 3,736 identifying as black

5% of persons 60+ having some level of responsibility for kinship care

9.1% of the Muskegon 60+ population are below 100% of poverty; 16.9% of the 60+ black, indigenous, and people of color (BIPOC) residents are living below the poverty level

Ottawa County

60,334 people over the age of 60

2.4% other race/ethnicity

5% of the Ottawa County senior population report either living with or having responsibility for their grandchildren

5% of the senior population are recorded as being below 100% of the poverty level

Maintaining home care services at levels sufficient to meet the needs of older persons and their caregivers to remain in the living environment of their choice continues to be the focus of service delivery within the region. As the older adult population increases, so does the need for in-home services. As traditional non-COVID related funding for these programs continues to remain static and costs to purchase the services rise, we are obliged to continually evaluate our prioritization guidelines to ensure we are serving those most at risk physically and financially.

Senior Resources' Board of Directors, leadership and workforce place a high significance on and prioritize providing services to the persons within our region most in need. To meet that part of our mission, we partner with over 90 in-home care agencies that are in our service area and/or provide care throughout our three-county area. In-home services, including personal care, community living supports, homemaking, respite, and home-delivered meals remain priority services as well as adult day care and caregiver services. We work closely with the established four focal points that are situated throughout the region, two of them councils on aging, one senior wellness center, and the AAA. In addition, there are six senior centers within the region that we collaborate and partner with to ensure dissemination of information, service delivery, and referral.

It is the agency's specific goal to effectively implement the Older Americans Act by developing and administering a regional area plan for coordinating and contracting with viable agencies for services for persons 60 years and older. This 2024 Area Plan updates our 2023-2025 Multi-Year Plan.

At this writing, there are no substantial changes or new activities planned for FY2024. Senior Resources will be responding to gaps in services and emerging needs as the pandemic unwinds.

The American Rescue Plan Act (ARPA) funding has been instrumental in our region's ability to meet emergent needs related to nutritional services, caregiver supports/ services and health promotion/disease prevention. Senior Resources is implementing a step-down spending plan for the American Rescue Plan Act funding. This plan presumes that the bulk of emergent need related to the pandemic was seen early in the ARPA grant period with service needs returning to the new normal further out from the pandemic. To this end, we granted 50% of the funds in the first year the ARPA funds were awarded, 30% in the second year and 20% in the final year. We are hoping that this limits the "dropping off the cliff" effect that can occur from having supplemental funding and the ability to provide additional services to returning to funding status quo.

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Our meal provider, AgeWell Services, saw a quick uptake in requests for home delivered and carry out meals early in the pandemic. Now, three years from the start of the pandemic, they are still seeing steady requests and referrals resulting in a wait list for home delivered meals. This could be a lingering result of the pandemic, the aging of the region's demographic, both, or another reason all together. We will continue to seek causation and ensure the waitlist aligns with the Bureau of Aging, Community Living and Supports prioritization guidelines.

Senior Resources is fortunate to have two full time caregivers support specialists who have been instrumental in providing support for caregivers throughout the pandemic. Each caregiver support specialist has a caseload of caregivers to which they provide one on one support. Additionally, we have expanded access to in-person caregiver support groups to a current total of 7 throughout the region. Some of the groups meet weekly, others biweekly.

In the past year, Senior Resources was pleased to add a kinship care provider, D. A Blodgett – St. John's. D.A. Blodgett - St. Johns joins a long-time provider, Hackley Community Care Center, to expand services to persons age 55+ providing care for someone under the age of 18 who is not their biological child. Finally, the ARPA caregiver funds have created and expanded opportunities for caregivers and people over the age of 60 access to adult day services with an emphasis on reducing social isolation during the pandemic.

For the past 3 years, health promotion/disease prevention activities have been delivered in mostly a virtual format, however, as the pandemic declines, more workshops are being scheduled for in-person and we have been able to increase the number and type of workshops through the ARPA funds. Regionally, the health promotion/disease prevention workshops have been met with enthusiasm which has resulted in full registration for most workshops.

Local sustainable/ongoing funding sources are rare and becoming more competitive than ever. In the Senior Resources service area, two of the three counties have senior millages. Oceana County, Muskegon County and several townships in Ottawa County receive millage service dollars. The Oceana County Council on Aging and Four Pointes Center for Successful Aging (Ottawa County) are recipients of millage funds collected in their areas and Senior Resources is the millage administrator for Muskegon County. There are no millage dollars in the southern half of Ottawa County. The senior millage funds are used to cover expenses for all services and support existing programs within the areas they are designated. Without senior millage funds, agencies would be forced to drastically scale back or eliminate services to older adults in their areas.

To meet the emerging demand for behavioral health intervention, Senior Resources applied to and received funding from the Michigan Health Endowment Fund to address the issue. These funds align with Senior Resources entrepreneurial initiative to improve health through community-based primary care. Senior Resources Primary Care at Home Program provides access for home limited older adults to primary care while we bill alternate funding sources such as Medicare/Medicaid and Medicare Advantage Plans. We recognize the vital role that the aging network plays in addressing the social determinants of health while bridging the gap between acute care, behavioral health and long-term services and supports to improve health outcomes and reduce health care costs.

Senior Resources will continue to work within our budget and should funding reductions be realized we will

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FY 2024

be compelled to evaluate our prioritization guidelines to ensure we are serving those most at risk physically and financially in the spirit of the Older Americans Act and as our mission states .

Due to redistricting within the region, we have 2 additional state senate districts and 2 additional state house districts serving our region along with 2 additional Congressional districts. Seven of the twelve state legislators are new to their elected position or new to us. Because of this, the first months of calendar year 2023 have been spent meeting in person with Senators Outman, Victory, Huizenga, and Bumstead and with the offices of Representatives Smit, Slagh, DeBoer, Snyder, Van Woerkom, Meerman, and Vander Wall.

These meetings served to educate decision makers about the work of the aging network, starting at the Bureau of Aging, Community Living and Supports, Area Agencies on Aging, and Senior Resources. Some of our programs such as options counseling, supports coordination and the MI Choice Program, caregiver support, and Primary Care at Home were outlined and discussed. Connecting with decision makers is an ongoing effort and Senior Resources has plans to systematically continue meeting to inform and partner with government officials throughout the year. The next visits with legislators and senators will focus on the MI Choice Waiver program and the array of services that it offers for those intent on aging in the environment of their choice.

Additionally, the Senior Resources Senior Advocates Coalition (SAC) met in March with the regional Congressional Aides where we reviewed the Older Americans Act and the USAging Policy Priorities. The Senior Advocates Coalition will be meeting 4 times this year, alternating between state and federal legislators. Additional advocacy will be conducted via one-on-one appointments with legislators in-district or at their Lansing offices.

Senior Resources actively participates in Older Michiganians Day, May 17th, and Senior Action week, May 15th – 19th, 2023 as well as the USAging Policy Briefing in Washington DC in April.

Through statewide advocacy efforts, a permanent wage increase for direct care workers has been supported at the state level and yielded results in 2023. The state has secured an additional \$2.64/hr. ongoing for direct care workers and the administrative costs to award the funds. Advocacy efforts continue to support up to a \$4/hr. direct care worker increase. Additionally, to decrease administrative costs and at the advocacy of Area Agencies on Aging, the Bureau of Aging, Community Living and Supports have suspended the programmatic reporting previously required for DCW wage passthrough.

Within the local municipalities, Senior Resources advocates for a range of housing options including zoning updates for creative and innovative housing solutions. In 2022 Senior Resources advocated along with many community partners for approval of a low-income housing complex with 15 apartments dedicated to older adults to be built in Northern Ottawa Co. The project has received approval and a continued process is being made toward construction.

Over the next two years, the Muskegon County Senior Millage as well as several township millages in Ottawa County are scheduled for renewal. Recognizing how critical these funds are as part of the aging networks funding pool, Senior Resources will champion the importance of the continuation of these millages by providing reports, advocacy, and manpower as requested.

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On the national level, advocacy has yielded an increase in Older Americans Act funding and in American Rescue Plan Act dollars being designated to older adults. These funds have allowed services to be provided without disruption during a unique time of service delivery. Additionally, during the public health emergency waivers for funding flexibility were advocated for and awarded. These waivers provided area agencies on aging the ability to move quickly to meet emerging needs and fund service categories based on utilization.

In alignment with the policy goals of our state and national associations, Senior Resources advocacy efforts for 2024 will include:

At the National level we will advocate to:

- Support Aging Well at Home by Investing in Older Americans Act Programs and Services
- Recognize and Support Caregivers Prioritize Medicaid Home and Community Based Services Options to Reduce Unnecessary Institutionalization
- Connect Health Care and Aging Sectors to Improve Care and Reduce Costs

At the State level we will advocate to:

- Support and Strengthen the Direct Care Workforce
- Increase Access to Home and Community-Based Services
- Support and Strengthen the Long-Term Care Ombudsman Program
- Expand Access to MI Choice
- Support Formal and Informal Caregivers – including support for the Statewide Caregiver Resource Center Proposal

At the Local level we will advocate to:

- Cultivate Legislative Relations
- Renewal of the Muskegon County Senior Millage in 2024
- Ageism Awareness
- Direct Care Worker Shortage

Senior Resources is acutely aware that other items affecting older adults could easily surface and will be addressed as they do.

In the past year, through the Expanding the Public Health Workforce grant awarded by the Aging and Community Services and Support Bureau, Senior Resources has been awarded funds to provide the service of Care Transitions Support Coordinating. This service focuses on providing proactive discharge planning, extensive coaching, and post discharge support for people 60+ who have been admitted to a medical care facility and wish to return home or are 3 days post discharge from a medical care facility. This grant has provided us the opportunity to overlay our Primary Care at Home Program services which consist of a team approach to a “home doctor visit” that can include interactions with a nurse practitioner, registered nurse, medical assistant, coordination of lab needs and transportation, and historical area agency on aging community support services to fully support the participant in their transition from medical facility to home.

Senior Resources has been pleased to resume in-person visits for all supports coordination, care management and targeted care management participants. While still maintaining testing weekly, wearing masks, and screening participants prior to the home visit, supports coordinators have been pleased to

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resume the in-person connection with their participants, recognizing that when in a participant's environment, it is easier to assess for needs and create relationships which support the participant's community goals.

Beginning in 2023, Senior Resources began a partnership with and provided a grant to Tri-Cities Habitat for Humanity for their wholistic Aging in Place home assessment and home repair services. Traditionally, Habitats for Humanity have focused solely on new home construction, however, because of elevated construction and building costs and the recognition that sustaining viable housing meets their mission, they have become an Aging in Place affiliate. Through Habitat's Aging in Place program, older adults and their homes are evaluated according to the individuals needs and provided critical home repairs, modifications, and community services specific to each homeowner's lifestyle to preserve their home and their independence.

A challenge that looms before us all is one of rising costs for products and services. While we still have pandemic funding awarded through the American Rescue Plan Act, Senior Resources, our providers, and participants have not realized the full extent the rise in inflation has affected the amount of service delivery we are able to provide. Increases in costs from the cost of raw food, delivery, direct service costs, energy and equipment are all increasing and affecting the budget in significant ways. Static funding after the pandemic funds are depleted will result in a decrease in service delivery across the service spectrum affecting older adults in adverse ways.

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County/Local Unit of Government Review

COUNTY/LOCAL UNIT OF GOVERNMENT REVIEW

The Area Agency on Aging (AAA) must send a request to the chairperson of each County Board of Commissioners. Notification can be sent via U.S. Mail or by electronic means, with delivery and signature confirmation, no later than June 30, 2023. For a Planning and Service Area (PSA) comprised of a single county or portion of the county, approval of the AIP is to be requested from each local unit of government. If the AAA does not receive a response from the county and/or local unit of government by July 20, 2023, the AIP is deemed passively approved. The AAA must notify their Bureau of Aging, Community Living, and Supports (ACLS Bureau) Field Representative by July 21, 2023, whether their counties and/or local units of government formally approved, passively approved, or disapproved the AIP.

The AAA may use electronic communication, including email and website-based documents, as an option for acquiring local government review and approval of the AIP. To employ this option, the AAA must do the following:

- A.) Send a letter through the U.S. Mail, with delivery and signature confirmation, or an email requiring a response confirming receipt to the chief elected official of each appropriate local government advising them of the availability of the final draft AIP on the AAA's website. Instructions for how to view and print the document must be included.
- B.) Offer to provide a printed copy of the AIP via U.S. Mail, or an electronic copy via email, if requested.
- C.) Be available to discuss the AIP with local government officials, if requested.
- D.) Request email notification from the local unit of government of their approval of the AIP or their related concerns.

Instructions

Describe the AAA's efforts, including use of electronic communication, to distribute the AIP to the appropriate county and/or local units of government to gain support.

TRIBAL NOTIFICATION

The Michigan Department of Health and Human Services (MDHHS) has an established relationship of working directly with the Federally Recognized Sovereign Indian Tribes of Michigan (Tribes). As part of this work, MDHHS recognizes the importance of Tribal notification including consultation of the complete AIP for each AAA within their PSA to encourage and foster collaboration between Title III and Title VI programming as outlined in the Older Americans Act (OAA).

AAAs, please send an official notification of your complete AIP for any Tribe(s) within your PSA for their review and consultation. If there are no Tribes within the PSA, please indicate that in your response and if a Tribe crosses more than one PSA, each AAA is still expected to send their AIP. Notification can be sent via U.S. Mail or by electronic means, with delivery and signature confirmation,

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no later than June 30, 2023. The AAA will notify their ACLS Field Representative by July 21, 2023, of any comments or feedback received from their Tribe(s). If no comments or feedback received, please indicate that in your response.

The AAA may use electronic communication, including email and website-based documents, as an option for Tribe notification and consultation of the AIP. To employ this option, the AAA must do the following:

A.) Send a letter through the U.S. Mail, with delivery and signature confirmation, or an email requiring a response confirming receipt to the Chairperson of the Tribal Council advising them of the availability of the final draft AIP on the AAA's website. Instructions for how to view and print the document must be included.

B.) Offer to provide a printed copy of the AIP via U.S. Mail, or an electronic copy via email, if requested.

C.) Be available to discuss the AIP with Tribal elders and/or Tribal officials, if requested.

D.) Request email notification from the Tribe of their comments and feedback of the AIP or their related concerns.

Instructions

Describe the AAA's efforts, including use of electronic communication, to distribute the AIP to the appropriate Tribe(s) within your PSA for notification and consultation. Describe any current and future collaborative efforts with Tribe(s) within your PSA. If no collaborative efforts planned, note that in your response.

Senior Resources will send a draft copy of the 2024 Annual Implementation Plan via email with a delivery receipt and read receipt request to each chairperson of the county commission board and the administrator of the board for each county in our region on May 17, 2023.

In a cover letter sent to the chairperson of each board of commissioners, Senior Resources will offer to attend the County Board meeting or any subcommittee of that Board for each county in our region to respond to any questions related to the plan. The letter indicated that if we do not hear from their local units of government on or before July 20, 2023, with a written or emailed resolution or approval, Senior Resources will assume their board's passive approval of the plan.

No current collaborative efforts are planned in the Region 14 service area in regard to Tribes as there are currently no recognized Tribes within Muskegon, Oceana, or Ottawa Counties.

However, the Little River Band of Ottawa Indians are awaiting approval to begin a casino building project within the region and have opened a Health Clinic in Muskegon County. This Health Clinic provides direct care services which are available to Tribal Members, descendants, or a member of any Federally Recognized Tribe. Senior Resources has made contact to provide information and market the availability of services we can provide for people over the age of 60. Should approval for the casino be obtained, Senior Resources will promptly seek to collaborate with federally recognized Tribes to partner

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and offer support in the way of the aging network. We recognize the importance of collaborating in any meaningful way identified by the Tribe.

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Public Hearings

At least one public hearing on the FY 2024 AIP must be held in the PSA. Hearing(s) must be made accessible to all. Persons need not be present at the hearing(s) to provide testimony. E-mail and written testimony must be accepted for at least a 30-day period beginning when the summary of the AIP is made available.

The AAA must post a notice of the public hearing(s) in a manner that can reasonably be expected to inform the public about the hearing(s). Acceptable posting methods include, but are not limited to: paid notice in at least one newspaper or newsletter with broad circulation throughout the PSA; as well as news sources geared toward communities of color, tribal, Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ+), immigrant communities and/or other underrepresented groups; presentation on the AAA's website, along with communication via email and social media referring to the notice; press releases and public service announcements; and a notice to AAA partners, service provider agencies, older adult organizations, and local units of government. *See Operating Standards for AAAs, Section B-2 #3.* The public hearing notice should be available at least 30 days in advance of the scheduled hearing. This notice must indicate the availability of a summary of the AIP at least 14 days prior to the hearing, along with information on how to obtain the summary. All components of the AIP should be available for the public hearing(s).

Instructions

Complete the chart below regarding your public hearing(s). Include the date, time, number of attendees and the location and accessibility of each public hearing. Please scan any written testimony (including emails received) as a PDF and upload on this tab.

In addition, the AAA should also upload into AMPS a copy of your official notice and/or press release(s) for a public hearing. Please describe the strategy/approach employed to encourage public attendance and testimony on the AIP. Describe all methods used to gain public input and any impacts on the AIP. Describe how the AAA factored the accessibility issues of the service population and others in choosing the format of the meeting.

Date	Location	Time	Barrier Free?	No. of Attendees
04/26/2023	Tanglewood Park	10:30 AM	Yes	0
04/26/2023	Zoom	10:30 AM	Yes	0

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Access Services

Access services may be provided to older adults directly through the AAA without a direct service provision request. These services include Care Transition Coordination & Support; Care Management; Case Coordination and Support; Options Counseling; Disaster Advocacy and Outreach Programs; Information and Assistance; Outreach, with specific attention to outreach with underserved populations, and Merit Award Trust Fund/State Caregiver Support-funded transportation. If the AAA is planning to provide any of the above noted access services directly during FY 2024, complete this section.

Instructions

Select from the list of access services those services the AAA plans to provide directly during FY 2024, and provide the information requested. Specify, in the appropriate text box for each service category, the planned goals and activities that will be undertaken to provide the service.

The Area Plan Grant Budget that is uploaded and saved in AMPS must include each access service to be provided directly in the Direct Service Budget details tab. The funding identified in this tab should correspond to the funding (Federal OAA Title III or VII and state funds) identified in the Area Plan Grant Budget's Support Services Detail tab. The method of provision must be specified in the Service Summary tab.

Care Management

<u>Starting Date</u>	10/01/2023	<u>Ending Date</u>	09/30/2023
Total of Federal Dollars		Total of State Dollars	\$107,913.00
Geographic area to be served			
Muskegon, Oceana and Ottawa County			

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

Goal: Supports Coordinators will employ Person Centered Thinking and self -determination to assure consumer choice in services and providing agencies or people.

Timeline: Through September 30, 2024.

Outcome: Consumers will have greater autonomy regarding their care resulting in a higher satisfaction rate and continued compliance.

Goal: Supports Coordinators will assist the consumer and their family in identification of natural supports, personal resources, and other community/external resources available for long-term care.

Timeline: Through September 30, 2024.

Outcome: Consumers will have awareness of and access to community support services.

Goal: Case Coordination & Support consumers will be moved to Care Management or MI Choice/ Waiver programs as frailty increases and eligibility becomes evident.

Timeline: Through September 30, 2024.

Outcome: Consumers will have greater ease of access to services.

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Number of client pre-screenings:	Current Year:	800	Planned Next Year:	900
Number of initial client assessments:	Current Year:	60	Planned Next Year:	80
Number of initial client care plans:	Current Year:	60	Planned Next Year:	80
Total number of clients (carry over plus new):	Current Year:	240	Planned Next Year:	260
Staff to client ratio (Active and maintenance per Full time care	Current Year:	35:1	Planned Next Year:	35:1

Case Coordination and Support

<u>Starting Date</u>	10/01/2023	<u>Ending Date</u>	09/30/2024
Total of Federal Dollars	\$125,152.00	Total of State Dollars	\$136,908.00
Geographic area to be served			
Muskegon, Oceana and Ottawa County			

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

Goal: Supports Coordinators will employ Person Centered Thinking and self -determination to assure participant choice in services and providing agencies or people.

Timeline: Through September 30, 2024.

Outcome: Participant will have greater autonomy regarding their care resulting in a higher satisfaction rate and continued compliance.

Goal: Supports Coordinators will assist the participant and their family in identification of natural supports, personal resources, and other community/external resources available for long-term care.

Timeline: Through September 30, 2024.

Outcome: Participant will have awareness of and access to community support services.

Goal: Case Coordination & Support participant will be moved to Care Management or MI Choice/ Waiver as frailty increases and eligibility becomes evident.

Timeline: Through September 30, 2024.

Outcome: Participant will have greater ease of access to services.

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Approved MYP Program Development Objectives

Program development goals and objectives previously set by the AAA and approved by the CSA in this multi-year planning cycle are included as read-only. For each of these established program development objectives, a text box is included for the AAA to provide information on progress toward the objectives to date. This text box is editable.

Instructions

Please provide information on progress to date for each established objective under the section tab entitled "Progress."

For the Diversity, Equity, and Inclusion (DEI), the ACLS Bureau Operating Standards for AAAs have long required that preference be given to serving older persons in greatest social or economic need with particular attention to low-income minority elderly.

Please refer to Operating Standards for AAAs sections C-2 and C-4 along with the Document Library for the ACLS Bureau training completed on Embedding Diversity, Equity & Inclusion (DEI) within Aging Services across Michigan for the MYP 2023-2025 Cycle.

Within the progress tab, ensure to address, at a minimum, the below DEI Program Development Objectives that correlate to the MYP DEI Goal:

Improve the Accessibility of Services to Michigan's Communities and People of Color, Immigrants and LGBTQ+ Individuals.

Objective 1- Increase services provided to Black, Indigenous (tribal) and People of Color (BIPOC) and LGBTQ+ seniors served in your region. *Please include how the AAA is measuring this progress including how you will ensure that programming and outreach is culturally sensitive and welcoming to all.*

Objective 2- Increase the number of AAA staff, providers, caregivers, and volunteers trained in implicit bias, cultural competencies, and root causes of racism. *Please include a brief description of how the AAA tracks to ensure the number of individuals trained has increased.*

Objective 3- Increase availability of linguistic translation services and communications based on the cultural needs in the region in which you serve. *Please include the top 3 requested linguistic translation services for your PSA. How does the AAA ensure that linguistic translation services are meeting the needs of the older adults within their PSA?*

See Document Library for training PPT and recording of ACLS DEI training completed for the 2023-2025 MYP Cycle.

Area Agency on Aging Goal

A. Enhance food service delivery throughout the region

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Objectives

1. Increase the amount of local food used by the meal provider.

Timeline: 10/01/2022 to 09/30/2025

Progress

AgeWell Services, our local home delivered and congregate meal provider, recognizes that supporting local farmers/businesses can enhance the local economy while the locally grown food typically has improved taste and nutrition. To that end, AgeWell submitted and received a USDA grant that will allow them to purchase locally grown foods such as vegetables, fruits, and beef within our region. This grant permits AgeWell to spend \$100,000 a year on locally grown and sourced food for a two-year period, fiscal years 2023 and 2024.

2. Increase presence into areas of diversity within our region

Timeline: 10/01/2022 to 09/30/2025

Progress

The awarded funds from the USDA grant will provide AgeWell with additional funds that will be used to strengthen their infrastructure. This will allow them to continue to provide locally sourced foods to participants in all, including diverse, communities throughout the region.

B. Increase the identification, awareness, and prosecution of elder abuse within the region, state, and nation.

Objectives

1. Expand Vulnerable Adult Multidisciplinary Teams (MDT) throughout the service area.

Timeline: 10/01/2022 to 09/30/2025

Progress

SafeSeniors, the elder abuse prevention collaborative in Region 14, presented a workshop on their multi-disciplinary, collaborative approach to elder justice at the National Adult Protective Services Association Conference. Additionally, the SafeSeniors coordinator was invited to join a panel discussion at the Summit on Elder Financial Exploitation held after the conference.

Locally, the Muskegon SafeSeniors Vulnerable Adult Multi-Disciplinary Team is well established and functioning at full capacity. In Ottawa County a Vulnerable Adult Multi-Disciplinary Team has begun to meet monthly to review active cases. SafeSeniors has a robust partnership with the Ottawa County Sheriff's Detective assigned to elder justice and continues to build on partnerships with law enforcement agencies in the cities of Zeeland, Holland, and Grand Haven. Conversations are ongoing with Oceana County on the best way to implement the multi-disciplinary approach in their more rural county.

2. Increase education efforts to the public and organizations regarding elder abuse, scams and exploitation.

Timeline: 10/01/2022 to 09/30/2025

Progress

Last year the SafeSeniors Multi-Disciplinary teams investigated 158 cases of abuse, neglect, and financial exploitation and reached over 10,056 people with information and education. A new brochure on common

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imposter scams was created and distributed; billboards were placed throughout Muskegon, Ottawa, and Oceana Counties to encourage reporting of abuse, neglect, and exploitation. Presentations on scams, signs of abuse, mandatory reporting, and the new Financial Exploitation Protection Act were given to both older adults and to organizations that work with older adults. The work of the group was also featured in a regional television report after a local couple helped law enforcement catch and arrest two scammers.

C. Help older adults maintain their health and independence at home and in the community.

Objectives

1. Advocate for affordable, accessible housing throughout the region.

Timeline: 10/01/2022 to 09/30/2025

Progress

Senior Resources recognizes that safe and accessible housing is a key social determinant of health. Beginning in 2023, Senior Resources began a partnership with and provided a grant to Tri-Cities Habitat for Humanity for their wholistic Aging in Place home assessment and home repair services. Traditionally, Habitats for Humanity have focused solely on new home construction however, because of elevated construction and building costs and the recognition that sustaining viable housing meets their mission, they have become an Aging in Place affiliate. Through Habitat's Aging in Place program, older adults and their homes are evaluated according to the individual's needs and provided critical home repairs, modifications, and community services specific to each homeowner's lifestyle to preserve their home and their independence.

Additionally, in 2024, Senior Resources is planning to fund Home Injury Control service delivery, partnering with the Occupational Therapy Club from Grand Valley State University with the intent to provide a comprehensive assessment and provide safety equipment/adaptations to people's current homes to prevent or minimize injury. The goal is to provide an environment that will allow the person to stay in their current residence longer and with improved safety.

2. Increased access to behavioral health services for 60+, home limited adults.

Timeline: 10/01/2022 to 09/30/2025

Progress

To meet the increasing demand for behavioral health interventions, Senior Resources applied to and received funding from the Michigan Health Endowment Fund to address the need. These services align with Senior Resources entrepreneurial initiative to improve health through community-based primary care. Senior Resources Primary Care at Home Program provides access to primary care for home limited older adults while we bill payor sources such as Medicare/Medicaid and Medicare Advantage Plans. We recognize the vital role that the aging network plays in addressing the social determinants of health while bridging the gap between acute care, behavioral health and long-term services and supports to improve health outcomes and reduce health care costs. The behavioral health component called Behavioral Health at Home has been busy hiring additional workforce members to address the growing need of participants. Program delivery began on January 1, 2023, with our partnership with Hackley Community Care (HCC). HCC accepts referrals from Senior Resources and employs a Community Health Worker and Master of Social Worker to deliver behavioral health services via telehealth to home limited participants while Senior Resources provides in-home face-to-face counseling for those who are not able to utilize technology. The program is scheduled to expand on May 1, 2023.

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In the past six months, Senior Resources has trained staff in the Empower@Home program. Empower@Home, developed by the University of Michigan, is a self-directed intervention which includes coaching by trained staff members to address issues related to anxiety, depression, and lack of social connection using cognitive behavioral therapy techniques. Senior Resources began implementation of this program in March 2023.

D. Improve the Accessibility of Services to Michigan's Communities and People of Color, Immigrants and LGBTQ+ Individuals

Objectives

1. Increase training to Senior Resources workforce regarding diversity, equity, and inclusion.
Timeline: 10/01/2022 to 09/30/2025

Progress

Fiscal Year 2023 Progress to Date:

In 2023-2024, Senior Resources will be seeking SAGECare competency credentialing for the entire organization. We will be engaging the full workforce as well as board members and volunteers with opportunities to be trained. This accreditation not only provides the Senior Resources workforce with the tools to create an even greater culture of dignity and respect for all people but provides our organization with the added benefit of national credentialing.

Every two weeks at the Senior Resources all-staff meeting, the meeting has a standing agenda item addressing areas of Diversity, Equity, and Inclusion. The topic discussed varies based on input from the workforce, goals set forth by the diversity, equity, and inclusion committee, or in line with the diverse celebrations that are occurring that month/week.

In our society, ageism remains a pervasive and largely unchallenged prejudice. As long-term care professionals and caregivers, we recognize that we can play a crucial role in breaking down ageist barriers. Senior Resources leadership is committed to sharing informative articles and practical advice on how to affect the narrative around aging and examine ways to overcome ingrained ageist attitudes and stereotypes. Areas of effort include more positive and inclusive portrayals of older adults in our media and addressing the lack of training and education in long-term care and healthcare settings regarding the needs of older adults.

Senior Resources workforce members are encouraged to attend community led diversity, equity, and inclusion trainings as time allows.

2. Increase Senior Resources presence in areas of high diversity throughout the region.
Timeline: 10/01/2022 to 09/30/2025

Progress

Fiscal Year 2023 Progress to Date:

Senior Resources believes that people are a combination of many identities and strive to ensure that all people feel comfortable accessing the services provided by Senior Resources. Through input provided to us by our local Pride Clubs, Senior Resources is increasing the number of images that depict marginalized groups on our printed materials and on our social media presence/s. Also, our new website will have an

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equity statement on our “about us” page underscoring our commitment to honoring diversity, equity, and inclusion of all people. Within six months we are anticipating that our organization will become SAGECare certified. When this occurs, we will be able to display the SageCare certification logo on our website, media and within our email signatures. We understand that these visual displays hold significance in the community about our organization’s commitment to being an ally.

Senior Resources is registered to table at Pride in Holland and Muskegon in the summer of 2023. At the Muskegon Pride Day, we will be partnering with AgeWell Services to offer lunch during a “Senior Meet Up”. The selected site will offer a cool/dry place to eat lunch, information about services provided throughout the aging network and the ability to connect with other seniors. Additionally, we are planning to solicit input from Age with Pride groups throughout the region with an interest in ensuring we are meeting their expectations and needs. We recognize that the only way that we can know anything for sure about individuals is by asking them.

Senior Resources continues to hold office hours at the Us Café in Muskegon Hts. The Us Café coffee shop/restaurant hosts community service organizations on Wednesdays as a way for the community to access services and support in one, familiar, local location while eliminating barriers such as lack of transportation or uncertainty. It is well known among residents that community service organizations will be accessible at the Us Cafe on Wednesday mornings.

In Muskegon County the Little River Band of Ottawa Indians has opened a Health Clinic where direct care services are available to Tribal Members, descendants, or a member of any Federally Recognized Tribe. Senior Resources has begun to establish a reciprocal relationship with the health clinic and market the availability of services we can provide for persons over the age of 60.

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2024 Program Development Objectives

FY 2024 AIP PROGRAM DEVELOPMENT OBJECTIVES

Please provide information for any new program development goals and objectives that are proposed by the AAA during FY 2024.

Instructions

The AAA must enter each new program development goal in the appropriate text box. It is acceptable, though not required, if some of the AAA's program development goals correspond to ACLS Bureau's State Plan Goals. There is an entry box to identify which, if any, State Plan Goals correlate with the entered goal.

A narrative for each program development goal should be entered in the appropriate text box. Enter objectives related to each program development goal in the appropriate text box. Complete the information in the text boxes for the timeline, planned activities and expected outcomes for each objective (see Document Library for additional instructions on completing the Program Development section).

Area Agency on Aging Goal

A. Improve the Accessibility of Services to Michigan's Communities and People of Color, Immigrants and LGBTQ+ Individuals.

State Goal Match: 1

Narrative

In keeping with the MDHHS Diversity, Equity and Inclusion Committee, Senior Resources of West Michigan is focused on eliminating barriers to ensure that all older adult have equal access to support and services.

Objectives

1. Increase the number of area agency on aging staff, providers, caregivers, and volunteers trained in implicit bias, cultural competencies, and root causes of racism. Including a brief description of how Senior Resources tracks to ensure the number of individuals trained has increased.
Timeline: 10/01/2022 to 09/30/2025

STATE OF MICHIGAN
Michigan Department of Health & Human Services
BUREAU OF AGING, COMMUNITY LIVING, AND SUPPORTS

FY2023-2025 Multi Year Plan

FY 2023 Annual Implementation Plan

Senior Resources of West Michigan

FY 2024

Activities

Fiscal Year 2023 Activities to Date:

Over the past year, the entire Senior Resources workforce has been trained in the identification of unconscious bias and how to challenge themselves when unconscious bias is identified. The training, provided by Susan Doughty from the Lakeshore Ethnic Diversity Alliance (LEDA), included tools to help increase the workforces' awareness and understanding of differences and why they matter. We know this is important as the resulting actions can contribute to an inclusive and all-encompassing workplace and service delivery culture. As we move forward from the training, continued strong emphasis is being placed on the importance of the workforce being conscious decision makers and facilitating a consistent connection between the biases we hold and how this impacts our behavior, the decisions we make, and the service we provide.

Senior Resources employee led Diversity, Equity and Inclusion Committee meets two times per month, exploring various topics of interest as determined by workforce input. Various methods of information sharing on cultures and communities are used to engage the staff in learning. For instance, in the month of February, The Diversity, Equity, and Inclusion Committee led the workforce through a month-long discovery of Black History in "game show" format, we held a Day of the Dead potluck (with informational session) in November and an overview of Ramadan outlining the history and significance of that holy month of fasting and introspection to name a few.

Each month, one page of the Senior Resources newsletter, The Tattler, is dedicated to topics of diversity with a goal of education as well as the promotion and encouragement of diversity and inclusion initiatives occurring within the organization and the communities in which we live and work. Each member of the workforce receives this newsletter by email.

In 2023-2024, Senior Resources will be seeking SAGECare competency credentialing for the entire organization. We will be engaging the full workforce as well as board members and volunteers with opportunities to be trained. This accreditation not only provides Senior Resources workforce with the tools to create an even greater culture of dignity and respect for all people but provides our organization with the added benefit of national credentialing. This credentialing is a symbol that will help convey to all that we are welcoming and inclusive and prepared to work with LBGTQ+ participants, partners, family members, friends, and staff members. Attendance records will be kept (this is a requirement of the credentialing process) and compared to the number of workforce members previously trained.

Finally, Senior Resources has been named a Best and Brightest workplace winner in 2022 and we are currently in the application process for 2023. As part of the selection process, Best and Brightest conducts a full workplace survey soliciting feedback on a variety of topics including how the Senior Resources workforce rates the organization on our diversity, equity, and inclusion efforts. In 2022, Senior Resources scored positively over the regional (participating organizations in West Michigan) median score in responses related to diversity, equity, and inclusion. Senior Resources leadership will carefully review 2022 and 2023 results to ensure our efforts are meeting the needs of the workforce.

Senior Resources workforce members who have attended/completed diversity, equity, and inclusion trainings over the past year through non-Senior Resources hosted opportunities, submit their documentation of completion to our staff education for their training file. The number of people that attended by topic can be compared year to year to track progress.

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FY 2024

Expected Outcome

Senior Resources of West Michigan workforce is supported in their efforts to be poised and ready to serve all seniors within our region.

2. Increase availability of linguistic translation services and communications based on the cultural needs in the region.

Timeline: 10/01/2022 to 09/30/2025

Activities

Fiscal Year 2023 Activities to Date:

Through the Michigan Department of Health and Human Services, Senior Resources applied for and received a Materials Translation Support Project Grant in 2023. Through this grant we have been able to translate our brochures and Long-Term Care Booklet into Spanish which is the 2nd most spoken language in each county of our region.

Additionally, in 2023 Senior Resources released an updated organizational website that features a Google translator function. This function will instantly translate the entire website content from English into over 100 other languages for the user to choose from.

When a caller or participant speaks a language for which we do not have staff to interpretate , Senior Resources uses Voices for Health. Voices for Health can provide translation for over 240 spoken languages and is available on demand in under one minute.

No one who requests interpretation of any language or interpretation of materials is denied their request.

Language Breakouts:

Muskegon	97.4% English	1.4% Spanish	.88% Other Indo-European Languages
Ottawa	91% English	5.45% Spanish	2.3% Asian and Pacific Island
Oceana	87.7% English	11% Spanish	1% Other Indo-European Languages

Expected Outcome

Persons contacting Senior Resources of West Michigan will be able to recieve written and verbal information in their first lanuage, increasing understanding and connection.

3. Increase services provided to Black, Indigenous (tribal), and People of Color (BIPOC), and LGBTQ+ seniors served in our region. Measuring progress including how Senior Resources is ensuring that programming and outreach is culturally sensitive and welcoming to all.

Timeline: 10/01/2022 to 09/30/2025

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Activities

Fiscal Year 2023 Activities to Date:

Senior Resources believes that all older adults and those working in the aging network deserve to be treated with respect and to have equal access to programs and services that lead to their optimal quality of life. To that end, we actively work to engage people of all ages through our commitment to our diversity, equity and inclusion plan and our approach to diversity is based on a belief that we each have a personal accountability for success in this area.

In the past year and on an ongoing basis, Senior Resources full leadership team reviews all policies and procedures to ensure inclusive language and that any changes necessary to addressing systemic barriers and inequities facing older adults and those working in the field of aging are made.

As Senior Resources makes updates to our printed materials and online presence, we seek input from the BIPOC and LGBTQ+ community members regarding our success at indicating ally representation. As a result of their feedback, we are increasing the number of images that depict marginalized groups on our printed materials and on our social media presence/s. Also, our new website will have an equity statement on our “about us” page underscoring our commitment to honoring diversity, equity, and inclusion of all people.

Senior Resources conducts regular reviews of our NAPIS Data Assessment Reports to monitor the effectiveness of outreach and how it is translating into people accessing services. Additionally, we have begun to measure the amount of imagery that depicts BIPOC and LGBTQ+ persons in our marketing as well as the number of outreaches to marginalized populations.

Expected Outcome

Equitable and inclusive access to supports and services for people age 60+ throughout our region.

STATE OF MICHIGAN
Michigan Department of Health & Human Services
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Senior Resources of West Michigan

FY 2024

Supplemental Documents

Document A: Policy Board Membership (Required).

Document B: Advisory Council Membership (Required).

SUPPLEMENTAL DOCUMENTS FOR SPECIAL APPROVAL

Select the supplemental document(s) from the list below only if applicable to the AAA's FY 2024 AIP.

Provide all requested information for each selected document. Note that older versions of these documents will not be accepted and should not be uploaded as separate documents.

Document C: Proposal Selection Criteria - should only be completed if there are new or changed criteria for selecting providers (only if applicable).

Document D: Cash-In-Lieu-Of-Commodity Agreement (only if applicable).

Document E: Waiver of Minimum Percentage of a Priority Service Category (only if applicable).

Document F: Request to Transfer Funds (only if applicable).

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SUPPLEMENTAL DOCUMENT A
Board of Directors Membership

	Asian/Pacific Islander	African American	Native American/ Alaskan	Hispanic Origin	Persons with Disabilities	Female	Total Membership
Membership Demographics	0	1	0	0	0	10	15
Aged 60 and Over	0	1	0	0	0	0	0

Board Member Name	Geographic Area	Affiliation	Membership Status
Mary Boyd	Muskegon	AvaSure	Community Representative
MaryAnne Gorman	Muskegon	Retired	Community Representative
Ken Mahoney	Muskegon	Retired	Community Representative
Estelita Rankin	Muskegon	Trinity Health-Health Project	Appointed
Sherry White, President	Muskegon	Retired	Community Representative
Penny Burillo	Oceana	Retired	Community Representative
Phil Morse	Oceana	Sales/Oceana County Commissioner	Appointed
Tricia Bush	Ottawa	Retired	Community Representative
Madelon Krissoff, MD	Ottawa	Geriatrician	Community Representative
Neal Miller	Ottawa	Pharmacist	Community Representative
Lesa Jordan, Secretary/Tr	Ottawa	Retired	Community Representative
Josh Reece, Vice Presiden	Muskegon	Attorney, Parmenter Law	Community Representative
Candy Kraker	Ottawa	Retired	Community Representative
Charlie Vander Broek	Ottawa	Retired	Community Representative
Barbara Veenstra	Ottawa	Holland Hospital	Community Representative

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Michigan Department of Health & Human Services
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Senior Resources of West Michigan

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SUPPLEMENTAL DOCUMENT B

Advisory Board Membership

	Asian/ Pacific Islander	African American	Native American/ Alaskan	Hispanic Origin	Persons with Disabilities	Female	Total Membership
Membership Demographics	0	1	0	0	0	4	8
Aged 60 and Over	0	1	0	0	0	3	8

Board Member Name	Geographic Area	Affiliation
Bill Vandyke	Ottawa	Retired
Dave Rush	Muskegon	Great Lakes Health Care
Diane Cunningham	Muskegon	AgeWell Services
Rolina Vermeer	Ottawa	Retired
Tom Reinsma	Ottawa	Scholten Fant, Attorneys at Law
Gary Scholten	Ottawa	Retired
Dee Hatcher	Muskegon	Veterans Affairs
Lee Fonstein	Muskegon	Retired

FY 2024 AREA PLAN GRANT BUDGET

Rev. 2/7/23

Agency: Senior Resources of West Michigan (SRWM)

Budget Period: 10/01/23 to 09/30/24

PSA: 14

Date: 03/14/23

Rev. No.: 0 Page 1 of 3

SERVICES SUMMARY

FUND SOURCE	SUPPORTIVE SERVICES	NUTRITION SERVICES	TOTAL
1. Federal Title III-B Services	441,352		441,352
2. Fed. Title III-C1 (Congregate)		583,606	583,606
3. State Congregate Nutrition		9,685	9,685
4. Federal Title III-C2 (HDM)		394,262	394,262
5. State Home Delivered Meals		480,490	480,490
8. Fed. Title III-D (Prev. Health)	33,587		33,587
9. Federal Title III-E (NFCSP)	208,622		208,622
10. Federal Title VII-A	8,431		8,431
10. Federal Title VII-EAP	6,569		6,569
11. State Access	28,908		28,908
12. State In-Home	706,756		706,756
13. State Alternative Care	113,020		113,020
14. State Care Management	215,913		215,913
15. St. ANS	45,076		45,076
16. St. Nursing Home Ombs (NHO)	22,010		22,010
17. Local Match			
a. Cash	80,000	60,000	140,000
b. In-Kind	207,100	120,000	327,100
18. State Respite Care (Escheat)	76,871		76,871
19. MATF	121,858		121,858
19. St. CG Support	16,392		16,392
20. TCM/Medicaid & MSO	310,576		310,576
21. NSIP		162,444	162,444
22. Program Income	55,000	295,000	350,000
TOTAL:	2,698,041	2,105,487	4,803,528

ADMINISTRATION

Revenues	Local Cash	Local In-Kind	Total
Federal Administration	184,601	60,000	16,000
State Administration	32,186		
MATF Administration	11,000	-	-
St. CG Support Administration	-	-	-
Other Admin	213		
Total AIP Admin:	228,000	60,000	16,000
			304,000

Expenditures

	FTEs	
1. Salaries/Wages	4.00	165,000
2. Fringe Benefits		54,000
3. Office Operations		85,000
Total:		304,000

Cash Match Detail	In-Kind Match Detail
Source	Source
1. Federal Admin	1. Federal Admin
2. Federal Admin	2. Federal Admin
3. Federal Admin	3. Federal Admin
MATF Administration Match	MATF Administration Match
St CG Support Match	St CG Support Match
Total:	Total:
60,000	16,000

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.

PAM CURTIS (signature on file)
Signature

CEO
Title

03/31/23
Date

FY 2024 AREA AGENCY GRANT FUNDS - SUPPORT SERVICES DETAIL																				
Agency: Senior Resources of West Mich						Budget Period: 10/01/23										to 09/30/24		Rev. 2/7/23		
PSA: 14						Date: 03/14/23										Rev. No.: 0		page 2 of 3		
*Operating Standards For AAA's																				
Op	Std	SERVICE CATEGORY	Title III-B	Title III-D	Title III - E	Title VII A OMB	State Access	State In-Home	St. Alt. Care	State Care Mgmt	State NHO	St. ANS	St. Respite (Escheat)	MATF	St. CG Suppl	TCM Medicaid MSO Fund	Program Income	Cash Match	In-Kind Match	TOTAL
A		Access Services																		
A-1		Care Management								107,913						300,000		18,000	18,000	443,913
A-2		Case Coord/supp	105,152		20,000		28,908			108,000								30,000	20,000	312,060
A-3		Disaster Advocacy & Outreach Program																		-
A-4		Information & Assis	50,000		10,000													7,000		67,000
A-5		Outreach																		-
A-6		Transportation	55,000														5,000	4,000	3,000	67,000
A-7		Options Counseling																		-
A-8		Care Transition																		-
B		In-Home																		
B-1		Chore																		-
B-2		Home Care Assis																		-
B-3		Home Injury Cntrl	40,000															2,500	2,000	44,500
B-4		Homemaking						571,756				45,076					18,000	4,000	60,000	698,832
B-6		Home Health Aide																		-
B-7		Medication Mgt	12,000					35,000									2,000		6,000	55,000
B-8		Personal Care	28,000						113,020								9,000		18,000	168,020
B-9		Assistive Device&Tech						100,000										4,000	12,000	116,000
B-10		Respite Care			116,622												8,000		26,000	150,622
B-11		Friendly Reassure	20,000																3,000	23,000
C-10		Legal Assistance	30,000															1,000	3,000	34,000
C		Community Services																		
C-1		Adult Day Services											76,871	121,858	16,392		10,000		16,000	241,121
C-2		Dementia ADC																		-
C-6		Disease Prevent/Health Promtion		33,587															4,000	37,587
C-7		Health Screening	4,200																500	4,700
C-8		Assist to Hearing Impaired & Deaf Cmty																		-
C-9		Home Repair	500																	500
C-11		LTC Ombudsman	4,500			8,431				22,010						10,578		3,000	3,000	51,517
C-12		Sr Ctr Operations																		-
C-13		Sr Ctr Staffing																		-
C-14		Vision Services																		-
C-15		Prevnt of Elder Abuse,Neglect,Exploitation				6,569													1,000	7,569
C-16		Counseling Services	7,000																1,000	8,000
C-17		Creat.Conf.CG@ CCC/ inactive use C20																		
C-18		Caregiver Supplmt Services			10,000													500	600	11,100
C-19		Kinship Support Services			15,000													1,500		16,500
C-20		Caregiver E,S,T			37,000													4,500		41,500
*C-8		Program Develop	85,000														3,000		10,000	98,000
Sp Co		Region Specific																		
		a.																		-
		b.																		-
		c.																		-
		d.																		-
		7. CLP/ADRC Services																		-
Sp Co		8. MATF Adm												11,000						11,000
Sp Co		9. St CG Sup Adm																		-
SUPPRT SERV TOTAL			441,352	33,587	208,622	6,569	28,908	706,756	113,020	215,913	22,010	45,076	76,871	132,858	16,392	310,576	55,000	80,000	207,100	2,709,041

Planned Services Summary Page for FY 2024			PSA: 14		
Service	Budgeted Funds	Percent of the Total	Method of Provision		
			Purchased	Contract	Direct
ACCESS SERVICES					
Care Management	\$ 443,913	9.22%			X
Case Coordination & Support	\$ 312,060	6.48%		X	X
Disaster Advocacy & Outreach Program	\$ -	0.00%			
Information & Assistance	\$ 67,000	1.39%		X	
Outreach	\$ -	0.00%			
Transportation	\$ 67,000	1.39%		X	
Option Counseling	\$ -	0.00%			
Care Transition	\$ -	0.00%			
IN-HOME SERVICES					
Chore	\$ -	0.00%			
Home Care Assistance	\$ -	0.00%			
Home Injury Control	\$ 44,500	0.92%	X	X	
Homemaking	\$ 698,832	14.52%	X		
Home Delivered Meals	\$ 1,235,974	25.67%		X	
Home Health Aide	\$ -	0.00%			
Medication Management	\$ 55,000	1.14%	X		
Personal Care	\$ 168,020	3.49%	X		
Personal Emergency Response System	\$ 116,000	2.41%	X		
Respite Care	\$ 150,622	3.13%	X		
Friendly Reassurance	\$ 23,000	0.48%		X	
COMMUNITY SERVICES					
Adult Day Services	\$ 241,121	5.01%	X	X	
Dementia Adult Day Care	\$ -	0.00%			
Congregate Meals	\$ 869,513	18.06%		X	
Nutrition Counseling	\$ -	0.00%			
Nutrition Education	\$ -	0.00%			
Disease Prevention/Health Promotion	\$ 37,587	0.78%	X		
Health Screening	\$ 4,700	0.10%		X	
Assistance to the Hearing Impaired & Deaf	\$ -	0.00%			
Home Repair	\$ 500	0.01%	X		
Legal Assistance	\$ 34,000	0.71%		X	
Long Term Care Ombudsman/Advocacy	\$ 51,517	1.07%			X
Senior Center Operations	\$ -	0.00%			
Senior Center Staffing	\$ -	0.00%			
Vision Services	\$ -	0.00%			
Programs for Prevention of Elder Abuse,	\$ 7,569	0.16%		X	
Counseling Services	\$ 8,000	0.17%	X		
Creating Conf Caregivers® (CCC) inactive		0.00%			
Caregiver Supplemental Services	\$ 11,100	0.23%		X	
Kinship Support Services	\$ 16,500	0.34%		X	
Caregiver Education, Support, & Training	\$ 41,500	0.86%		X	X
AAA RD/Nutritionist	\$ -	0.00%			
PROGRAM DEVELOPMENT	\$ 98,000	2.04%			X
REGION-SPECIFIC					
a.	\$ -	0.00%			
b.	\$ -	0.00%			
c.	\$ -	0.00%			
d.	\$ -	0.00%			
CLP/ADRC SERVICES	\$ -	0.00%			
SUBTOTAL SERVICES			\$ 4,803,528		
MATF & ST CG ADMINISTRATION			\$ 11,000	0.23%	
TOTAL PERCENT				100.00%	23.99% 54.41% 21.60%
TOTAL FUNDING			\$ 4,814,528	\$ 1,154,528	\$ 2,620,000 \$1,040,000

Note: Rounding variances may occur between the Budgeted Funds column total and the Total Funding under the Method of Provision columns due to percentages in the formula. Rounding variances of + or (-) \$1 are not considered material.

Oceana County Administrator

REVIEW OF CLAIMS FOR PAYMENT (>= \$1,000 and Other Noteworthy Expenditures)

Fund #	Dept. #	Dept. Name	Amount	Purpose
Special Revenue Funds				
210 - Ambulance			\$ 1,183.34	to Republic Services for the removal of trash.
260 - Indigent Defense Fund			\$ 4,828.00	to Hayes Law Office, PLC for court appointed attorney fees.
243- Brownfield Redevelopment Authority			\$ 3,175.10	to Fishbeck for services rendered
298 - Technology and Innovation			\$ 2,007.50	to SHI for Machinery and Equipment.
405 - Captial Projects			\$ 8,949.00	to Scheid Plumbing Heating & Cooling for new lavatory replacement material at the Jail.
General Fund				
283 - Circuit Court			\$ 1,180.00	to Erick R Fox for court appointed attorney fees.
301 - Sheriff			\$ 1,896.64	to AT&T mobility
			\$ 8,591.81	to Wex Bank for fuel.
			\$ 3,075.24	to Kiesler's Police Supply for ammunition
351 - Jail			\$ 1,402.34	to Gordon Food Service.
528 - Transfer Station			\$ 16,743.60	to American Classic Dumpster for removal of trash and recycling material.
			\$ 2,400.00	to Ferry Township for annual lease payment.
601 - Health Department			\$ 5,300.00	to DHD#10 for monthly lease payment.

649 - Mental Health	\$ 10,833.33	to West Michigan Community Mental Health.
701 - Planning	\$ 1,800.00	to WMSRDC for technical assistance services rendered on the Oceana County Master & Recreation Plans update.
~ Total	\$ 71,565.90	



Oceana County Board of Commissioners

County Building

100 State Street, Suite M-4, Hart, MI 49420

AGENDA

Regular Board Meeting

The Oceana County Board of Commissioners will hold its **Regular Meeting on Thursday, June 8, 2023** beginning at **11:30 a.m.** in the Oceana County Board of Commissioners Room, 100 State Street, Hart, MI 49420.

Board Chair: Robert Walker

Board Vice-Chair: Tim Beggs

Presenter	Description	Item #
Chair	Pledge of Allegiance Call to Order Roll Call Approval of minutes from May 25, 2023 Conflict of Interest Disclosure Regarding Agenda Items Changes to the Agenda Approval of the Agenda Public Comment (<i>state your name, current address, and agenda item or topic</i>)	Pages 56 - 58
Commissioner Beggs	Emergency Management Generator Request	#2023-70
Commissioner Erickson	Motion to approve the FY 2024 Annual Implementation Plan for the Senior Resources of West Michigan 14 as presented. Roll Call	#2023-71
Commissioner Morse	Sheriff Wage Discussion	#2023-64
Commissioner Erickson	Motion to allow the County Treasurer's office to increase work hours to 40 hours per week for the next six months and allow the County Administrator to make the adjustment to the Treasurer's budget. Roll Call	#2023-72
Commissioner Hardy	Payment of Claims Pages 59 - 61	#2023-73
REPORTS FROM COMMISSIONERS AND DEPARTMENT HEADS		
	Public Comment (<i>state your name, current address, and agenda item or topic</i>)	
	Adjournment	

**Board Conference Room
May 25, 2023
Board of Commissioners Minutes**

The regular meeting of the Oceana County Board of Commissioners was called to order by Chairperson Walker, on Thursday, May 25, 2023, at 12:42 p.m.

Chairperson Walker led the Board in the Pledge of Allegiance to the Flag of the United States of America.

Roll was called by Chief Deputy Clerk Coon. Present: Mr. Erickson, Mr. Morse, Mr. Beggs, Mr. Hardy, and Mr. Walker.

Also Present: Ms. Byard, Oceana County Administrator, and Ms. Coon, Oceana County Chief Deputy Clerk.

Moved by Mr. Beggs and seconded by Mr. Hardy to approve the minutes from the May 11, 2023 Regular Board Meeting as amended.

Voice vote. Motion carried.

Chairperson Walker asked if any commissioners wished to declare any conflicts of interest on the agenda items. No conflicts were declared.

Chairperson Walker asked if there were any additions to the agenda. Mr. Erickson requested adding Motion #2023-69, for a check from Crystal Township to be receipted in, and then sent from the County to Mr. James Tiffany for the Crystal Township Dam restoration study.

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

MOTION #2023-66 – AIRPORT EASEMENT ACQUISITION

Moved by Mr. Beggs and supported by Mr. Hardy, to approve Motion #2023-66, approving the agreement between Prein & Newhof and Oceana County, for the purpose of an assessment of an easement acquisition in the amount of \$64,725, with 95% to be reimbursed through the Michigan Department of Transportation and approve budget adjustment #05-2023, to adjust the Airport Budget and allow the Chair to sign the agreement.

Roll call vote: Mr. Beggs – yes; Mr. Hardy – yes; Mr. Erickson – yes; Mr. Morse – yes; and Mr. Walker – yes.

Motion carried.

MOTION #2023-67 – MAC 125TH ANNIVERSARY RESOLUTION #23-07

Motion #2023-67, moved by Mr. Erickson and supported by Mr. Hardy, to adopt Resolution #23-07, honoring the Michigan Association of Counties on their 125th Anniversary:

WHEREAS, Michigan’s 83 county governments play a central role in the proper delivery of, and oversight for, critical public services for the state’s approximately 10 million residents; and

WHEREAS, Michigan county governments are led by Boards of Commissioners, who are elected from their communities; and

WHEREAS, the State Association of Supervisors of Michigan was formed by representatives of 16 counties on Feb. 1, 1898, in the Senate chamber of the Michigan State Capitol in Lansing; and

WHEREAS, the association's name was changed to the Michigan Association of Counties on July 17, 1969; and

WHEREAS, the Michigan Association of Counties is the oldest association representing local governments in Michigan; and

WHEREAS, 48 of Michigan's 83 counties have had at least one of their commissioners (or supervisors prior to 1968) serve as president of the association's Board of Directors; and

WHEREAS, the association created the Michigan Counties Workers' Compensation Fund in 1979 to help county members provide workplace safety and injury insurance services to its employees; and

WHEREAS, the association created the Michigan Association of Counties Service Corporation in 1986 to partner with service providers to help counties save money on everything from health insurance to telecommunications services; and

WHEREAS, the association hosts two major conferences every year to bring together county leaders for briefings on trending public policy issues and to hear from state news makers and others; and

WHEREAS, the association's advocacy work in Lansing and beyond has advanced the interests of county governments and the residents they serve; and

WHEREAS, no fewer than five association presidents have served or are serving in the Michigan Legislature in the 21st century, a testament to the culture of public service inculcated by the association

THEREFORE, BE IT RESOLVED that OCEANA COUNTY wishes to commend and honor the Michigan Association of Counties on its 125th Anniversary year.

Roll call vote: Mr. Erickson – yes; Mr. Hardy – yes; Mr. Morse – yes; Mr. Beggs – yes; and Mr. Walker – yes.

Motion carried.

MOTION #2023-64 – SHERIFF WAGE INCREASE AND UNDERSHERIFF WAGE FREEZE

Moved by Mr. Morse and supported by Mr. Walker, to adopt Motion #2023-64, to temporarily freeze the Undersheriff at his current wage step and increase the Sheriff's salary to \$91,000, retroactive January 1, 2023.

Roll call vote: Mr. Morse – yes; Mr. Walker – yes; Mr. Erickson – yes; Mr. Beggs – no; and Mr. Hardy – no.

Motion carried.

Mr. Erickson noted that this was an unforeseen incident and that more action will be taken during budget season. Mr. Hardy expressed that was not in favor of freezing the Undersheriff's wages and that perhaps a wage freeze could be revisited in December 2023. Mr. Morse requested clarification regarding Mr. Hardy's suggestion to nix the wage freeze.

MOTION #2023-69 – CRYSTAL TOWNSHIP DAM ENGINEERING STUDY MONIES

Moved by Mr. Erickson and supported by Mr. Beggs, to adopt Motion #2023-69, to accept funds from Crystal Township for the payment to James Tiffany Engineering, in the amount of \$2,400, to commence the Crystal Valley Dam restoration.

Roll call vote: Mr. Erickson – yes; Mr. Beggs – yes; Mr. Morse – yes; Mr. Hardy – yes; and Mr. Walker – yes.

Motion carried.

MOTION #2023-68 – PAYMENT OF CLAIMS

Moved by Mr. Hardy and supported by Mr. Erickson, to adopt Motion #2023-68, approving the payment of accounts payable and release of funds for May 25, 2023.

AMBULANCE	\$1,227.62
GIS	-0-
FOC	-0-
PENTWATER-HART TRAIL	-0-
SHELBY TWP COMM PARK	2,105.00
BROWNFIELD	-0-
AUTOMATION R.O.D.	2,106.00
INDIGENT DEFENSE	21,010.69
LCOT	-0-
K9 UNIT	-0-
CJT	-0-
CDBG	-0-
ARPA	71,373.82
VETERANS AFFAIRS	5,688.27
TECH & INNOVATION	2,828.64
CAPITAL PROG/EQUIP REP	-0-
PUBLIC IMPROVEMENT	-0-
FORECLOSURE	-0-
BUILDING DEPARTMENT	11,902.16
GENERAL FUND	338,583.82
GRAND TOTAL	\$456,826.02

Roll call vote: Mr. Hardy – yes; Mr. Erickson – yes; Mr. Morse – yes; Mr. Beggs – yes; and Mr. Walker – yes.

Motion carried.

Commissioner's Reports

There were no Commissioner Reports at this time.

Public Comment

There were no public comments at this time.

Chairperson Walker asked if there was any further business to come before the Board. There being none, the meeting adjourned at 1:04 p.m.

Melanie A. Coon, Oceana County Chief Deputy Clerk

Date

Mr. Walker, Chairperson

Board Approval of Accounts Payable & Release of Funds
FOR 6/08/2023

FUND	DEPT #	DEPARTMENT	PR#	PAID	UNPAID	TOTAL
210		AMBULANCE		\$ 1,229.80		\$ 1,229.80
		AMBULANCE FUND TOTAL		\$ 1,229.80	\$ -	\$ 1,229.80
211		GIS		\$ -	\$ -	\$ -
		GIS FUND TOTAL		\$ -	\$ -	\$ -
215		FOC		\$ -		\$ -
		FOC PAYROLL		\$ -	\$ -	\$ -
		FOC FICA		\$ -	\$ -	\$ -
		FOC RETIREMENT		\$ -	\$ -	\$ -
		FOC FRINGE		\$ -	\$ -	\$ -
		WORKERS COMP		\$ -	\$ -	\$ -
		FOC FUND TOTAL		\$ -	\$ -	\$ -
238		PENTWATER-HART TRAIL		\$ -	\$ -	\$ -
		PENTWATER-HART TRAIL FUND TOTAL		\$ -	\$ -	\$ -
239		SHELBY TWP COMMUNITY PARK		\$ -	\$ -	\$ -
		SHELBY TWP COMMUNITY PARK FUND TOTAL		\$ -	\$ -	\$ -
243		BROWNFIELD REDEVELOPMENT AUTHORITY		\$ 3,175.10	\$ -	\$ 3,175.10
		BROWNFIELD REDEVELOP. AUTHORITY TOTAL		\$ 3,175.10	\$ -	\$ 3,175.10
256		AUTOMATION R.O.D.		\$ -		\$ -
		AUTOMATION R.O.D. FUND TOTAL		\$ -	\$ -	\$ -
260		INDIGENT DEFENSE		\$ 5,215.16	\$ -	\$ 5,215.16
		INDIGENT DEFENSE PAYROLL		\$ 2,025.34	\$ -	\$ 2,025.34
		INDIGENT DEFENSE FICA		\$ 154.94	\$ -	\$ 154.94
		INDIGENT DEFENSE RETIREMENT		\$ -	\$ -	\$ -
		INDIGENT DEFENSE FRINGE		\$ -	\$ -	\$ -
		WORKERS COMP		\$ -	\$ -	\$ -
		INDIGENT DEFENSE FUND TOTAL		\$ 7,395.44	\$ -	\$ 7,395.44
264		LCOT		\$ -	\$ -	\$ -
		LCOT PAYROLL		\$ -	\$ -	\$ -
		LCOT FICA		\$ -	\$ -	\$ -
		LCOT RETIREMENT		\$ -	\$ -	\$ -
		WORKERS COMP		\$ -	\$ -	\$ -
		RETIREMENT		\$ -	\$ -	\$ -
		LOCT FUND TOTAL		\$ -	\$ -	\$ -
267		K9 UNIT		\$ -		\$ -
272		CRIMINAL JUSTICE TRAINING		\$ -	\$ -	\$ -
		CRIMINAL JUSTICE TRAINING FUND TOTAL		\$ -	\$ -	\$ -
277		CDBG		\$ -	\$ -	\$ -
		CDBG FUND TOTAL		\$ -	\$ -	\$ -
286		ARPA		\$ -		\$ -
		APRA FUND TOTAL		\$ -	\$ -	\$ -
293		DEPT OF VET AFFAIRS		\$ 241.21		\$ 241.21
		DEPT OF VET AFFAIRS PAYROLL		\$ 3,122.76	\$ -	\$ 3,122.76
		DEPT OF VET AFFAIRS FICA		\$ 236.02	\$ -	\$ 236.02
		DEPT OF VET AFFAIRS RETIREMENT		\$ -	\$ -	\$ -
		DEPT OF VET AFFAIRS FRINGE		\$ -	\$ -	\$ -

	WORKERS COMP	\$	-	\$	-	\$	-
	DEPT OF VET AFFAIRS FUND TOTAL	\$	3,599.99	\$	-	\$	3,599.99
298	TECHNOLOGY & INNOVATION	\$	918.17	\$	2,007.50	\$	2,925.67
	TECHNOLOGY & INNOVATION FUND TOTAL	\$	918.17	\$	2,007.50	\$	2,925.67
405	CAPITAL PROJ-EQUIP REPLACE	\$	8,949.00	\$	22.29	\$	8,971.29
	CAPITAL PROJ-EQUIP REPLACE FUND TOTAL	\$	8,949.00	\$	22.29	\$	8,971.29
445	PUBLIC IMPROVEMENT	\$	-	\$	-	\$	-
	PUBLIC IMPROVEMENT FUND TOTAL	\$	-	\$	-	\$	-
549	BUILDING DEPARTMENT	\$	206.94			\$	206.94
	BUILDING DEPARTMENT PAYROLL	\$	2,258.11	\$	-	\$	2,258.11
	BUILDING DEPARTMENT FICA	\$	169.19	\$	-	\$	169.19
	BUILDING DEPARTMENT RETIREMENT	\$	-	\$	-	\$	-
	BUILDING DEPARTMENT FRINGE	\$	-	\$	-	\$	-
	WORKERS COMP	\$	-	\$	-	\$	-
	BUILDING DEPARTMENT FUND TOTAL	\$	2,634.24	\$	-	\$	2,634.24
101	GENERAL FUND	PR#	PAID	UNPAID	TOTAL		
101	BOARD OF COMMISSIONERS		\$ 489.38	\$ 536.43	\$		1,025.81
172	ADMINISTRATOR/FISCAL OFFICER		\$ 738.85		\$		738.85
208	INSURANCE		\$ 215.91		\$		215.91
209	UNEMPLOYMENT COMPENSATION		\$ -	\$ -	\$		-
215	COUNTY CLERK		\$ 389.13		\$		389.13
216	JURY BOARD		\$ -	\$ -	\$		-
217	APPORTIONMENT		\$ -	\$ -	\$		-
223	COUNTY AUDITING		\$ -	\$ -	\$		-
228	DATA PROCESSING		\$ -		\$		-
229	TECHNOLOGY		\$ 126.87	\$ -	\$		126.87
244	TAX ALLOCATION		\$ -	\$ -	\$		-
245	REMONUMENTATION		\$ -	\$ -	\$		-
248	GENERAL SERVICES		\$ 100.57	\$ 446.97	\$		547.54
249	PLAT BOARD		\$ -	\$ -	\$		-
250	MICROFILM		\$ -	\$ -	\$		-
253	COUNTY TREASURER		\$ 354.56	\$ 11.69	\$		366.25
257	EQUALIZATION		\$ -	\$ 25.00	\$		25.00
262	ELECTIONS		\$ -		\$		-
265	COURTHOUSE/GROUNDS		\$ 765.59	\$ 450.14	\$		1,215.73
283	CIRCUIT COURT		\$ 692.18	\$ 1,270.00	\$		1,962.18
286	DISTRICT COURT		\$ 548.17	\$ 183.66	\$		731.83
289	FRIEND OF THE COURT		\$ 466.42	\$ 4.39	\$		470.81
294	PROBATE COURT		\$ 196.88	\$ 120.88	\$		317.76
295	PROBATION/PAROLE		\$ -		\$		-
296	PROSECUTING ATTORNEY		\$ 796.69	\$ 64.81	\$		861.50
298	FAMILY COUNSELING		\$ -	\$ -	\$		-
301	SHERIFF		\$ 12,930.90	\$ 5,346.73	\$		18,277.63
331	MARINE LAW		\$ 136.59	\$ 185.95	\$		322.54
332	SNOWMOBILE ENFORCEMENT		\$ -	\$ -	\$		-
333	ROAD PATROL		\$ -	\$ -	\$		-
351	JAIL		\$ 4,075.66	\$ 1,531.19	\$		5,606.85
426	EMERGENCY MANAGEMENT		\$ 206.93	\$ 10,623.38	\$		10,830.31

430	ANIMAL CONTROL	\$	362.68		\$	362.68
442	DRAIN COMMISSIONER	\$	268.54	\$	19.98	\$ 288.52
445	DRAINS - PUBLIC BENEFIT	\$	-	\$	-	\$ -
528	TRANSFER STATION/RECYCLING CENTER	\$	19,455.07	\$	670.62	\$ 20,125.69
568	SOIL CONSERVATION	\$	-		\$	-
595	AIRPORT	\$	343.21		\$	343.21
601	HEALTH DEPARTMENT	\$	5,300.00		\$	5,300.00
605	CONTAGIOUS DISEASES	\$	-	\$	-	\$ -
648	MEDICAL EXAMINER	\$	1,177.66		\$	1,177.66
649	COMMUNITY MENTAL HEALTH	\$	10,833.33	\$	-	\$ 10,833.33
701	PLANNING COMMISSION	\$	1,855.02		\$	1,855.02
710	MSU EXTENSION	\$	-	\$	-	\$ -
711	REGISTER OF DEEDS	\$	271.15		\$	271.15
728	EDC	\$	6.53		\$	6.53
	GENERAL PAYROLL	\$	195,481.75	\$	-	\$ 195,481.75
	GENERAL FICA	\$	14,667.45	\$	-	\$ 14,667.45
	GENERAL RETIREMENT	\$	-	\$	-	\$ -
	GENERAL FRINGE	\$	-	\$	-	\$ -
	WORKERS COMP	\$	-	\$	-	\$ -
GENERAL FUND TOTAL		\$	273,253.67	\$	21,491.82	\$ 294,745.49
GRAND TOTAL		\$	301,155.41	\$	23,521.61	\$ 321,501.92
GENERAL FUND WITHOUT PAYROLL		\$	63,097.94			