



## Otsego County Board of Commissioners

225 West Main Street • Gaylord, Michigan 49735

989-731-7520 • Fax 989-731-7529

### NOTICE OF MEETING

The Otsego County Board of Commissioners will hold a regular meeting on Tuesday, June 23, 2009 beginning at 9:30 a.m., at the County Building at 225. W. Main Street, Room 100, Gaylord, Michigan 49735.

### AGENDA

Call to Order

Invocation

Pledge of Allegiance

Roll Call

Approval and Correction of Regular Minutes of June 9, 2009 w/attachments

Consent Agenda

- A. Court FY 2009 Budget Amendment - Motion to Approve
- B. Housing Committee Reappointment - Mathis - Motion to Approve
- C. Building Authority Reappointment - Howard - Motion to Approve
- D. Building Authority Reappointment - Wilkinson - Motion to Approve

Administrator's Report

Department Head Report

- A. Introduction of Court Administrator
- B. Airport Director Update - Matt Barresi

City Liaison, Township & Village Representatives

Special Presentation

- A. 2008 Audit - Anderson Tackman

Correspondence

Committee Reports

- A. Transportation and Airport Committee
  - 1. Wolverine Easement
  - 2. Airport Air Tour Request
- B. Budget & Finance Committee Recommendation
  - 1. Animal Control Kennel Attendant Position
  - 2. Airport Budget Amendment
  - 3. Land Use Services Budget Amendment
  - 4. Finance Department Budget Amendment
  - 5. Purchasing Policy Waiver Request

New Business

- A. Financials
  - 1. June 16, 2009 Warrant
  - 2. June 23, 2009 Warrant
- B. Area Agency on Aging Plan

Public Comment

Board Remarks, Announcements, and informal discussions

Adjournment

June 9, 2009

The Regular meeting of the Otsego County Board of Commissioners was held in the County Building at 225 West Main Street, Room 100. The meeting was called to order at 9:30 a.m. by Chairman Glasser. Invocation by Chairman Glasser, followed by the Pledge of Allegiance led by Commissioner Bates.

Roll call:

Present: Bates, Beachnau, Brown, Glasser, Harkness, Hyde, Johnson, Liss.

Excused: Backenstose.

The regular minutes of May 26, 2009 with attachments were approved as presented.

The agenda was amended to add under new business item G) OCR-09-21 Rudi Edel recognition.

Consent Agenda:

Motion to approve the budget calendar as presented. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve the family medical leave act policy update as presented. Ayes: Unanimous. Motion carried. (see attached)

Motion to approve the FY 2009 Contingency/Commissioners fund budget amendment as presented. Ayes: Unanimous. Motion carried. (see attached)

Motion to adopt OCR-09-18 2009/2010 CEDS Project list as presented.

Roll Call Vote:

Ayes: Bates, Beachnau, Brown, Glasser, Harkness, Hyde, Johnson, Liss.

Nays: None.

Excused: Backenstose.

Motion carried/Resolution adopted. (see attached)

Motion to adopt OCR-09-19 Trail Study Support as presented.

Roll Call Vote:

Ayes: Bates, Beachnau, Brown, Glasser, Harkness, Hyde, Johnson, Liss.

Nays: None.

Excused: Backenstose.

Motion carried/Resolution adopted. (see attached)

**Motion to adopt OCR-09-20 Broadband Support as presented.**

**Roll Call Vote:**

**Ayes: Bates, Beachnau, Brown, Glasser, Harkness, Hyde, Johnson, Liss.**

**Nays: None.**

**Excused: Backenstose.**

**Motion carried/Resolution adopted. (see attached)**

**Administrator's Report:**

**John Burt reported on the Courthouse lawn; Court Street property closing; County infrastructure meeting June 15<sup>th</sup> at 8:30 a.m. in room 212; Justice and Public safety meeting June 16<sup>th</sup> at 10:00 a.m. room 100; Recycling Committee; Weapons policy.**

**Motion by Commissioner Harkness, to adopt the recycling survey as presented and distribute the recycling survey to the citizens of Otsego County. Ayes: Unanimous. Motion carried.**

**Department Head Reports:**

**Suzy DeFeyter gave her report to the Board.**

**Joe Ferrigan gave his report to the Board.**

**Elizabeth Haus reported on the Village; Village election to be held in September; Elkland Center mortgage paid off.**

**New Business:**

**Motion by Commissioner Hyde, to approve the June 2, 2009 Warrant in the amount of \$1,246,531.20 as presented. Ayes: Unanimous. Motion carried.**

**Motion by Commissioner Brown, to approve the June 9, 2009 Warrant in the amount of \$215,382.05 as presented. Ayes: Unanimous. Motion carried.**

**Motion by Commissioner Bates, to rescind section 17, including 17.1 and 17.2 from the Board bylaws. Motion tabled.**

**Motion by Commissioner Beachnau, to approve the update to the County Commissioner Compensation policy. Ayes: Unanimous. Motion carried. (see attached)**

**Motion to amend Board Bylaws was removed from the table. Ayes: Unanimous. Motion carried.**

**Motion by Commissioner Johnson, to approve the update to the Otsego County Violence Free Work Place Policy, and to exempt Kyle Legel and the Sheriff's Department from the Otsego County Violence Free Work Place Policy and the Otsego County Weapons Policy as it relates to carrying a firearms with a concealed weapons permit. Ayes: Unanimous. Motion carried. (see attached)**

Motion by Commissioner Harkness, to approve the Government Payment Service contract renewal. A motion to amend above motion by Harkness to add "to the cardholder" in the last sentence paragraph 4 after the word fees. Vote on amendment-Unanimous. Vote on amended motion-Unanimous.

Motion by Commissioner Harkness, to approve the Otsego County 2009 Master Plan. Ayes: Unanimous. Motion carried.

Motion by Commissioner Liss, to adopt OCR-09-21 Recognizing Rudi Edel.

Roll Call Vote:

Ayes: Bates, Beachnau, Brown, Glasser, Harkness, Hyde, Johnson, Liss.

Nays: None.

Excused: Backenstose.

Motion carried/Resolution adopted. (see attached)

Public Comment:

Mary Jergenson reported that her office is closing, but will working out of her home.

Board Remarks:

Commissioner Harkness: Health Department meeting.

Commissioner Hyde: Wreath at the Memorial Day ceremony needs to be replaced.

Commissioner Johnson: Attended Heath Department meeting.  
Parks and Recreation meeting.

Commissioner Bates: Veteran's Day Ceremony.  
City Council Meeting.

Commission Glasser: Bagley Township meeting.  
Attended the graduation of the Leadership program.  
Lake Restoration.

Meeting adjourned at 11:16 a.m. at the call of the Chair.

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Kenneth R. Glasser, Chairman

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Susan I. DeFeyter, Otsego County Clerk

**RESOLUTION NO. OCR 09-21**  
**COMMENDATION IN HONOR OF RUDI EDEL**  
OTSEGO COUNTY BOARD OF COMMISSIONERS  
June 9, 2009

**WHEREAS**, Rudi Edel has served the Otsego County Justice System for over 35 years including Serving as a Sheriff's Deputy, a Magistrate, and as the Court Administrator; and

**WHEREAS**, Rudi also served as a Police Officer for the City of Detroit; and

**WHEREAS**, Rudi graduated 4<sup>th</sup> academically, and 2<sup>nd</sup> in marksmanship, from the Metropolitan Police Academy; and

**WHEREAS**, Rudi served as the Clerk of the Dover Township Board; and

**WHEREAS**, Rudi has devoted much of his time to working with youth through the 4-H Challenge Group, and the Sea Cadets; and

**WHEREAS**, Rudi has given back not only to the local community through his service with the Gaylord Rotary Club, but has also completed eleven mission trips to the Dominican Republic; and

**WHEREAS**, Rudi is the epitome of having a 'Can Do' attitude always willing to lend his efforts to worthwhile projects; and

**WHEREAS**, Rudi has a passion for a variety of hobbies including blacksmithing, scuba diving, enjoying the Pigeon River Country State Forest, and teaching Polish cooking classes; and

**WHEREAS**, although Rudi will continue to contribute in a variety of ways, he will still be missed by his colleagues and friends on a daily basis; now, therefore, be it

**RESOLVED**, that Rudi Edel will be remembered fondly for the giving of his time, energy and talents; and be it, further

**RESOLVED**, that the Otsego County Board of Commissioners honor and recognize Rudi Edel for his outstanding service to our community, and wish him much health and happiness in his retirement as he spends time enjoying his wife Sandi, their four children, three grandchildren, and his many hobbies.



## FISCAL YEAR 2010 BUDGET CALENDAR

2009

- June 9 Board approves calendar
- July 24 Finance Director prepares budget packets for distribution to departments. Management Team members also asked to complete narratives, strategic plans, staff justification forms, and equipment request lists using designated format.
- August 14 Departments submit completed budget requests, narratives, strategic plans, staff justification forms, and equipment lists to the Finance Director.
- August 19 - August 21 Administration staff conduct initial review of department budgets with department heads and elected officials as necessary.
- August 28 Departmental budgets submitted to Board of Commissioners.
- August 28 Component Units Budgets Due to Finance Director  
(Parks, Library, U Ctr, EMS, Road Cmsn, Cmsn on Aging, Bus, Sportsplex, M-TEC)
- September 2 Budget & Finance Cmt Meeting, Budget Workshop – 1:30 p.m., Room 212
- September 9 Budget & Finance Cmt Meeting, Budget Workshop – 1:30 p.m., Room 212
- September 16 Budget & Finance Cmt Meeting, Budget Workshop – 1:30 p.m., Room 212
- September 23 Budget & Finance Cmt Meeting, Budget Workshop – 1:30 p.m., Room 212
- September 30 Budget & Finance Cmt Meeting, Budget Workshop – 1:30 p.m., Room 212
- October 7 Budget & Finance Cmt Meeting, Budget Workshop – 1:30 p.m., Room 212
- October 14 Budget & Finance Cmt Meeting, Budget Workshop – 1:30 p.m., Room 212
- October 21 Budget & Finance Cmt Meeting, Budget Workshop – 1:30 p.m., Room 212
- November 7&11 Public Hearing notices published in Gaylord Herald Times
- November 24 Board holds Truth-in-Taxation hearing and Public Hearing on the Budget. Adopts General Appropriations Act resolution.

All Budget Work Sessions will be conducted in Room 212 of the downtown Courthouse, 225 West Main, Gaylord, MI 49735. In compliance with the Americans with Disabilities Act, persons requiring assistance to fully participate in the meeting should contact the County Administrator's office 12 hours prior to the meeting.

## FAMILY MEDICAL LEAVE ACT

June 9, 2009

This addition to the leave of absence policy is incorporated into the existing leave of absence policy pursuant to the implementing regulations for the federal Family Medical Leave Act of 1993 (FMLA).

This policy is not meant to be all-inclusive and merely highlights the provisions of the FMLA, which are subject to detailed and specific implementing regulations. This Policy is not meant to conflict with either the FMLA or its implementing regulations, the statute and the regulation control.

Employees are entitled up to 12 weeks unpaid job protected leave for certain family and medical reasons if they have worked for at least 1 year and for 1,250 hours over the previous 12 months.

Reasons for taking FMLA Leave are:

To care for the employee's child after birth or placement for adoption by state supervised foster care,

To care for the employee's spouse, son or daughter or parent who has a serious health condition; or

For a serious health condition that makes the employee unable to perform the employee's job.

"Any qualifying exigency" arising out of the fact that a spouse, son, daughter, or parent of the employee is on active duty or has been notified of an impending call to active military duty status in support of a contingency operation.

Furthermore, up to twenty-six (26) weeks in a single twelve month period for the following qualifying event:

- (a) An eligible employee who is the spouse, son, daughter, parent, or next of kin of a covered service member who is recovering from a serious illness or injury sustained in the line of duty on active military duty. The eligible employee is entitled to a combined total of twenty-six (26) weeks of all types of FMLA leave.

The employee is required to provide advance leave notice and medical certification should an employee desire to use FMLA. FMLA leave may be denied if the notice and certification requirements are not met. The requirements are as follows:

The employee must ordinarily provide 30 days advance notice when the leave is "foreseeable."

If 30 days notice is not practical, taking into account all facts and circumstances in the individual case, then notice must be given within 1 or 2 business days of when the need for leave becomes known to the employee.

Leave requests must be in writing and must set forth the reasons, anticipated duration, and anticipated start of the leave with medical certification attached. The County may require an employee to obtain a second medical opinion at County expense from a health care provider mutually agreed upon by the employer and employee.

Medical treatment must be scheduled so as to minimize loss of work time. Appointments scheduled during work hours must have written verification from the provider of the health care service that such provider does not offer appointment hours which do not conflict with the employees shift hours and does not offer Saturday hours.

**Benefits of FMLA leave include:**

For the duration of FMLA leave, health insurance coverage will be maintained.

Employees will be returned to their original or equivalent position upon return from FMLA leave.

Employees paid for time off, such as personal leave and vacation time, will be charged for FMLA leave pursuant to the statutory option granted to the employer.

Accrued benefit time, no matter when earned, will be charged for FMLA leave time taken.

The FMLA does not require that an employee actually ask for FMLA leave in order for the employer be permitted to charge paid time off programs if the purpose for the leave program is a purpose contemplated by the law.

Because FMLA leave time is otherwise unpaid, benefit time on family and medical leave does not accrue except as may be required under applicable collective bargaining agreements.

FMLA leave will be based on a calendar year.

Absences permitted by the FMLA will not be counted under the policy as absence incidents.

**Notice of Employer Expectations and Obligations of Employee:**

Paid and unpaid leave pursuant to the FMLA will be counted against the employee's FMLA leave entitlement.

An employee must furnish to the employer medical certification of necessity for the leave within 15 days of any request for FMLA leave. If the medical certification is found to be incomplete or insufficient, the employee will be notified, in writing, of the additional information necessary and allowed seven calendar days cure the deficiency. In the case of foreseeable leave, failure to provide medical certification will cause the leave to be denied until the required certification is provided. When the need for FMLA leave is not foreseeable, certification must be provided at least 15 days after the employee gives notice of the need for the leave or as soon as practical under the facts and circumstances requiring the leave.

The employer requires the exhaustion of all paid leave prior to taking unpaid leave.

If the employee has an obligation to pay part of that employee's health care premiums as of the time of the FMLA leave, the employee must make provisions with the Payroll Department to continue such payments during the leave. Payments shall be made each pay period. Failure of the employee to make the required payments shall result in loss of coverage to the paid to date.

Upon return to work, the employee will be required to submit a fitness for duty certificate on the same basis as exists under current return from medical absences.

If an employee is designated as a "key employee", the employee will be so advised at the time a FMLA leave is requested. Upon determination by the employer that substantial and grievous economic injury to the operations of the employer will occur, reinstatement of such key employee may be denied. Adverse effects on health care entitlement may also occur.

**A non-key employee will be reinstated to the same or an equivalent job upon return from leave.**

**Should an employee on FMLA leave decide not to return to work, the employer is entitled to recover its share of health plan premiums paid by the employer during such period of FMLA leave subject to certain exceptions.**

**The Human Resource Director will provide an employee requesting FMLA leave with written notice detailing the specific expectations and obligations of the employee and explaining any consequences of a failure to meet these objectives. The employee will be provided with a Family Medical Leave Fact Sheet and the required forms for medical certifications. The Human Resource Director will answer all questions regarding FMLA leave rights, duties, and obligation of the employee.**

**Please see the back of the handbook or the Human Resource Director for request forms for FMLA leave.**



## OTSEGO COUNTY BUDGET AMENDMENT

**FUND/DEPARTMENT: General Fund/Commissioners**

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget.

Fund Type:  General     Special Revenue     Debt Service     Capital Project     Business-Type (Enterprise or Internal Svc)

**REVENUE**    Transfer dollars from contingency for advertising expense.

Account Number	Decrease	Increase
-	\$	\$
-	\$	\$
-	\$	\$
-	\$	\$
<b>Total</b>	<b>\$</b>	<b>\$</b>

**EXPENDITURE**

Account Number	Increase	Decrease
101-101-930.300 Advertising	\$1,120	\$
101-941-999.990 Contingency	\$	\$1,120
-	\$	\$
-	\$	\$
-	\$	\$
-	\$	\$
<b>Total</b>	<b>\$1,120</b>	<b>\$1,120</b>

Rachel Arisch  
Department Head Signature

6-1-09  
Date

<b>Finance Department</b>
Entered:
By:

\_\_\_\_\_  
Administrator's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Approval Date (if necessary)

\_\_\_\_\_  
Budget Adjustment #

\_\_\_\_\_  
Posting Number

**RESOLUTION NO. OCR 09-18**

**A RESOLUTION OF CONCURRENCE WITH THE 2009/2010 NORTHEAST MICHIGAN COMPREHENSIVE  
ECONOMIC DEVELOPMENT STRATEGY (CEDs) PROJECT LIST**

Otsego County Board of Commissioners  
June 9, 2009

**WHEREAS**, Otsego County desires to improve the county economy; and

**WHEREAS**, The Otsego County Board of Commissioners actively supports and currently participates in the economic development district activities of the Northeast Michigan Council of Governments (NEMCOG); and

**WHEREAS**, The Northeast Michigan Council of Governments' Regional Economic Development Advisory Committee (REDAC) has reviewed and adopted the 2009/2010 Comprehensive Economic Development Strategy (CEDs) Project List; and

**WHEREAS**, Concurrence with the CEDs Project List by each county in the Region – Alcona, Alpena, Cheboygan, Crawford, Montmorency, Oscoda, Otsego and Presque Isle – does not preclude any community from developing their own CEDs and allows them to retain eligibility for U.S. Economic Development Administration (EDA) funds; now, therefore, be it

**RESOLVED**, That Otsego County hereby adopts the 2009/2010 CEDs Project List, because it does reflect the economic interests and concerns of the county, and; be it, further

**RESOLVED**, That Otsego County requests continued designation by the Economic Development Administration as a Redevelopment Area eligible for EDA grants, loans and other programs under the Public Works and Economic Development Act of 1965, as amended.

**RESOLUTION NO. OCR 09-19**  
**Supporting Participation in the Partnerships for**  
**Change Sustainable Communities, First Steps Program:**  
**Trailside Community Enhancement Project**  
OTSEGO COUNTY BOARD OF COMMISSIONERS  
June 9, 2009

**WHEREAS**, the County of Otsego is committed to the growth of trailside businesses; and

**WHEREAS**, recreational trails are good for our community's economic and physical health; and

**WHEREAS**, regional collaboration among trailside communities will benefit all trailside communities; and

**WHEREAS**, the Village of Mackinaw City is eligible to submit an application for Partnerships for Change – First Steps grant program to produce a sustainable partnership of vital trailside communities; and now, therefore, be it

**RESOLVED** that, the Otsego County Board of Commissioners agrees to participate in the Trailside Community Enhancement Project and supports the Village of Mackinaw City's grant application with \$200 in matching funding, and with a representative to attend the appropriate meetings and provide trailside assets to create an asset map; and be it, further

**RESOLVED** that the citizens and business owners of the County of Otsego will be kept fully informed of the process and given ample opportunity to provide input into the process.

**OCR 09-20**  
**Resolution In Support of**  
**Northern Michigan Broadband Cooperative**  
Otsego County Board of Commissioners  
June 9, 2009

**WHEREAS**, the Otsego County Board of Commissioners support the mission of the Northern Michigan Broadband Cooperative (NMBC) to bring broadband network services to homes, institutions and businesses in the 21 county region of northern Lower Michigan, including: Alcona, Antrim, Alpena, Benzle, Charlevoix, Cheboygan, Crawford, Emmet, Grand Traverse, Kalkaska, Iosco, Leelanau, Manistee, Missaukee, Montmorency, Ogemaw, Oscoda, Otsego, Presque Isle, Roscommon, and Wexford; and

**WHEREAS**, the purpose of the NMBC is to facilitate the provision of reliable broadband and telecommunications services throughout Northern Michigan at affordable rates for all users but particularly education, government services, economic development and commerce, health care and emergency services; and

**WHEREAS**, the small businesses that are typical of our rural area are increasingly reliant on high-speed communications to maintain or improve their competitive position. Educational, medical and emergency services also need high-speed communications to improve the quality and range of services they offer; now, therefore, be it

**RESOLVED**, by extending high-speed broadband access to all our citizens will enable them to participate fully in the economy of the future, reduce commuting, save resources and enable residents of rural northern Lower Michigan to lead more productive and richer lives.

## County Commissioner's Compensation

### SALARY

The Board of Commissioners will, from time to time, establish the annual salary for the Commissioners to be paid through the County payroll process.

### BENEFITS

Each Commissioner is eligible for full family health, dental, and vision insurance with payment of 50% of illustrated rate to be paid by bi-weekly via pre-tax payroll deduction. If the Commissioner elects not to receive health insurance, he/she is eligible to participate in the Health Insurance Opt Out Program which provides a \$2,000 annual stipend paid on a quarterly basis. The stipend is subject to normal payroll taxes.

### PER DIEM

A Commissioner and/or other authorized persons may be compensated with Per Diem pay at the rate established by the Board of Commissioners for the following circumstances:

~~Attending Board of Commissioner's meetings~~

Attending meetings of committees to which that Commissioner has been appointed.

Attending township meetings in the township(s) that the Commissioner represents.

Attending meetings the Board Chairperson requests that Commissioner to attend on behalf of the County.

Performing duties directly related to their district that requires County representation.

Substituting for another Commissioner to maintain County representation.

Attending committee meetings of which he/she is not a member when that particular committee Chairperson requests his/her presence for a special purpose.

Performing activities directly related to a committee those particular Commissioner chairs.

Commissioners are not eligible for Per Diem for teleconference meetings.

#### DEFINITIONS, INCLUSIONS, AND EXCLUSIONS

A meeting that includes a luncheon or dinner and consists of 5 or more hours of the Commissioner's time is considered a full day.

A meeting or business that does not exceed 4 hours in time is considered one-half day. All meetings that exceed 4 hours is considered a full day.

Chairperson of the Board - may be compensated for attending any and all meetings pertaining to County business and for all services rendered to the County while serving as Board Chairperson.

It is understood that a County Commissioner will not always be compensated Per Diem pay for duties and services he/she might do as a representative of the County, but that he/she accepts this as a part of a Commissioner's responsibility.

Per Diem is determined from time to time by the Board of Commissioners. Per Diem will be paid in half day increments with a maximum of a full days Per Diem set by the Board of Commissioners; except after a Commissioner has attended a full day's meeting and is scheduled for an evening meeting, then an additional half day Per Diem compensation may be paid.

If compensated from another agency (private or governmental), a Commissioner is not entitled to be paid a Per Diem allowance for this County.

The County Administrator shall review all claims for Per Diem compensation prior to payment. Per Diem is paid bi-weekly through the normal payroll process.

Full-time employees shall not receive Per Diem.

## VIOLENCE FREE WORK PLACE POLICY

June 9, 2009

It is Otsego County's policy to provide a workplace that is safe and free from all threatening and intimidating conduct. Therefore, Otsego County will not tolerate violence or threats of violence of any form in the workplace, at work-related functions, or outside of work if it affects the workplace. This policy applies to Otsego County employees, clients, customers, guests, vendors, and persons doing business with Otsego County.

It will be a violation of this policy for any individual to engage in any conduct, verbal or physical, which intimidates, endangers, or creates the perception of intent to harm persons or property. Examples include but are not limited to:

- Physical assaults or threats of physical assault, whether made in person or by other means (i.e., in writing, by phone, fax, or e-mail).
- Verbal conduct that is intimidating and has the purpose or effect of threatening the health or safety of a co-worker.
- Possession of firearms or any other lethal weapon by a County employee on County property, in a vehicle being used on County business, in any County owned or leased parking facility, or at a work-related function.
- Any other conduct or acts which management believes represents an imminent or potential danger to work place safety/security.

Anyone with questions or complaints about workplace behaviors which fall under this policy may discuss them with a supervisor or the Human Resources Director. Otsego County will promptly and thoroughly investigate any reported occurrences or threats of violence. Violations of this policy will result in disciplinary action, up to and including immediate termination of employees. Where such actions involve non-employees, Otsego County will take action appropriate for the circumstances. Where appropriate and/or necessary, Otsego County will also take whatever legal actions are available and necessary to stop the conduct and protect Otsego County employees and property.



**JUNE 23, 2009**  
**AGENDA**



**OTSEGO COUNTY  
BUDGET AMENDMENT**

**FUND/DEPARTMENT: 101-141**

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget. To amend unemployment compensation account, which was originally budgeted at \$285.00 per person rather than \$400 per person.

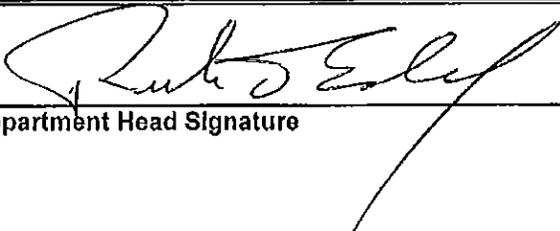
Fund Type:    General       Special Revenue       Debt Service       Capital Project       Business-Type (Enterprise or Internal Svc)

**REVENUE**

Account Number	Decrease	Increase
- -	\$	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
<b>Total</b>	\$	\$

**EXPENDITURE**

Account Number	Increase	Decrease
101 - 141 - 701.500	\$ 555.20	\$
101 - 141 - 930.210	\$	\$ 555.20
- -	\$	\$
- -	\$	\$
- -	\$	\$
- -	\$	\$
<b>Total</b>	\$	\$

  
 \_\_\_\_\_  
 Department Head Signature

06/17/2009  
 \_\_\_\_\_  
 Date

<b>Finance Department</b>	
Entered:	
By:	

\_\_\_\_\_  
 Administrator's Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Board Approval Date (If necessary)

\_\_\_\_\_  
 Budget Adjustment #

\_\_\_\_\_  
 Posting Number

Term Expires on:  
06/30/2012



*Otsego*  
**COUNTY**  
M I C H I G A N

**APPLICATION FOR APPOINTMENT TO  
COMMITTEES, BOARDS AND COMMISSIONS**

The information provided on this form is for the use of the Otsego County Board of Commissioners in its deliberation to fill vacancies on committees, boards and commissions. Applications may be submitted at any time and will be kept on file for a period of one (1) year. Applicants may be asked to attend a designated meeting of the County Board of Commissioners for application review and appointment consideration.

To which committee(s), board(s) or commission(s) are you seeking appointment?

**Otsego County Housing Committee**

**Please print or type.**

**Name:** Jim Mathis

**Address:** 2388 Castlewood Dr., Gaylord **Zip Code** 49735

**Telephone:** 989-732-4684 **Other:** 989-732-2647

**Email address:** \_\_\_\_\_

**Date available for appointment** immediately

**County Commission District** #7

Are you a registered voter in Otsego County?  Yes  No

If yes, which township, city or village? Bagley Twp.

**Please complete the following. You may use additional sheets as needed.**

**Community Service**

List boards, commissions, committees or community service organizations that you are currently serving or have served upon, offices held and in what municipality or county.

Current serving on Otsego County Housing Committee  
Gus Macker Committee  
Hospice Board  
Rotary Board  
Starker Mann Board  
Hospital Board  
Hospital Foundation Board  
Spring Hill Camp Board  
Northern Michigan Children's Museum Board

**Employment and Education**

List any employment experience or education that, in your opinion, best qualifies you for this appointment. List job titles, duties (current and past), level of education and any certificates or degrees you have obtained.

Taylor University—1964 BA  
Asbury Theological Seminary—1968 Masters-Divinity  
5 years working at Taylor Univ.  
15 years Pastor in Upland, Indiana  
19+ years Pastor in Gaylord

Have you ever worked for Otsego County?        X   Yes           No

If yes, please list dates and name(s) of departments.

Currently serve/volunteer on Otsego County Housing Committee  
\_\_\_\_\_  
\_\_\_\_\_

**Personal**

Rules of law and ethics prohibit appointees from participating in and voting on matters in which they may have a direct or indirect financial interest. Are you aware of any potential conflicts of interest?           Yes        X   No

If yes, please indicate potential conflicts.

\_\_\_\_\_  
\_\_\_\_\_





Term Expires on:  
06/30/2012

**APPLICATION FOR APPOINTMENT TO  
COMMITTEES, BOARDS AND COMMISSIONS**

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To which committee(s), board(s) or commission(s) are you seeking appointment?

**Otsego County Building Authority**

**Please print or type.**

**Name:** Lester J. Howard

**Address:** 6411 Cherwinski Rd., Vanderbilt **Zip Code** 49795

**Telephone:** 989-983-4387 **Other:** \_\_\_\_\_

**Email address:** \_\_\_\_\_

**Date available for appointment** immediately

**County Commission District** #3

Are you a registered voter in Otsego County?  Yes  No

If yes, which township, city or village? Corwith

**Please complete the following. You may use additional sheets as needed.**

**Community Service**

List boards, commissions, committees or community service organizations that you are currently serving or have served upon, offices held and in what municipality or county.

Otsego County Building Authority  
4-H Advisory Comm.  
Pigeon River Council-past president  
Otsego Co. Farm Bureau-president  
Board of Review-Corwith Twp.  
\_\_\_\_\_

**Employment and Education**

List any employment experience or education that, in your opinion, best qualifies you for this appointment. List job titles, duties (current and past), level of education and any certificates or degrees you have obtained.

MS Wisconsin State Univ.  
BS Michigan State Univ.  
Many workshops on Planning & Zoning  
25 years with MSU Cooperative Extension in Otsego County-retired in 1992  
Otsego County Building Authority for many years-covering most major projects in the past 20+ years.  
\_\_\_\_\_

Have you ever worked for Otsego County?        X   Yes           No  
If yes, please list dates and name(s) of departments.

Michigan State University was my employer—County of Otsego was supporting  
cooperator locally 1969-1992  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Personal**

Rules of law and ethics prohibit appointees from participating in and voting on matters in which they may have a direct or indirect financial interest. Are you aware of any potential conflicts of interest?           Yes        X   No

If yes, please indicate potential conflicts.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are you aware of the time commitment necessary to serve on the committee, board and/or commission to which you seek appointment and will you have such time?

X  Yes          No

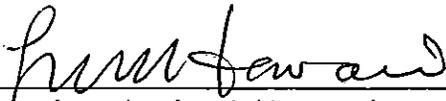
Please provide information about specific training, education, experience or interests you possess that qualify you as an appointee to the position you seek.

I have served on the Otsego County Building Authority through several major projects.

I have attended numerous classes & workshops on building & zoning, community development, planning, etc.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby certify that the preceding information is correct and to the best of my knowledge.

  
Signature-Lester J. Howard

06/01/09  
Date

**Mail or return your completed application to:**

**Otsego County  
Attn: County Administration  
225 West Main Street, Room 203  
County/City Building  
Gaylord, MI 49735**

**You may email your completed application to:**

**spremo@otsegocountymi.gov**

Thank you very much for giving us the opportunity to consider you for appointment.



**Otsego**  
**COUNTY**  
M I C H I G A N

Term Expires on:  
06/30/2012

**APPLICATION FOR APPOINTMENT TO  
COMMITTEES, BOARDS AND COMMISSIONS**

The information provided on this form is for the use of the Otsego County Board of Commissioners in its deliberation to fill vacancies on committees, boards and commissions. Applications may be submitted at any time and will be kept on file for a period of one (1) year. Applicants may be asked to attend a designated meeting of the County Board of Commissioners for application review and appointment consideration.

To which committee(s), board(s) or commission(s) are you seeking appointment?

**Otsego County Building Authority**

**Please print or type.**

**Name:** Frank C. Wilkinson

**Address:** 703 Michaywe Dr., Gaylord **Zip Code** 49735

**Telephone:** 989-939-8031 **Other:** \_\_\_\_\_

**Email address:** FrankW74@hotmail.com

**Date available for appointment** immediately

**County Commission District** #5

Are you a registered voter in Otsego County?  Yes  No

If yes, which township, city or village? Otsego Lake Twp.

**Please complete the following. You may use additional sheets as needed.**

**Community Service**

List boards, commissions, committees or community service organizations that you are currently serving or have served upon, offices held and in what municipality or county.

Current serving on Otsego County Building Authority  
Livingston-Bagley Township Water Authority  
Trustee—Congregational Church  
Trustee Board—F.O.E. #1825  
Otsego Co NON PROFIT HOUSING Corp (Little Village - BOARD PRESIDENT)

**Employment and Education**

List any employment experience or education that, in your opinion, best qualifies you for this appointment. List job titles, duties (current and past), level of education and any certificates or degrees you have obtained.

Owner-Operator of Northern Pump Service for 40+ years, this required designing and installing above and below ground fuel systems, installation of automotive hoists, hi-pressure grease equipment.  
Graduated High School  
Served in military for 2 years  
I have general knowledge of mechanical & building skills and general management in contracting.

Have you ever worked for Otsego County?        X   Yes           No  
If yes, please list dates and name(s) of departments.

Currently serve/volunteer on Otsego County Building Authority  
\_\_\_\_\_  
\_\_\_\_\_

**Personal**

Rules of law and ethics prohibit appointees from participating in and voting on matters in which they may have a direct or indirect financial interest. Are you aware of any potential conflicts of interest?           Yes        X   No

If yes, please indicate potential conflicts.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are you aware of the time commitment necessary to serve on the committee, board and/or commission to which you seek appointment and will you have such time?

Yes       No

Please provide information about specific training, education, experience or interests you possess that qualify you as an appointee to the position you seek.

Please see "Employment & Education" on previous page.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby certify that the preceding information is correct and to the best of my knowledge.

Frank C. Wilkinson  
Signature--Frank C. Wilkinson

6-1-09  
Date

**Mail or return your completed application to:**      **Otsego County**  
   **Attn: County Administration**  
   **225 West Main Street, Room 203**  
   **County/City Building**  
   **Gaylord, MI 49735**

**You may email your completed application to:**      **spremo@otsegocountymi.gov**

Thank you very much for giving us the opportunity to consider you for appointment.

## RIGHT-OF-WAY AGREEMENT

Know All Men By These Presents, That, for and in consideration of Twelve Thousand Dollars (\$12,000) and other valuable consideration, the receipt whereof is hereby confessed and acknowledged, **County of Otsego**, a Michigan Municipal Corporation of 225 West Main Street, Gaylord, MI 49735, (**Grantor**) do(es) hereby grant, convey and warrant unto **Wolverine Power Supply Cooperative, Inc.**, a Michigan nonprofit corporation with offices at 10125 W. Watergate Road, P.O. Box 229, Cadillac, ME 49601 (**Grantee**), its licensees, lessees, successors and assigns, an easement and right to install, operate, inspect, maintain, protect, repair, replace, alter, change the size of or remove a pipeline or pipelines at any time or times, for the transportation of natural gas, along a route thirty (30) feet in width on, over and through real estate situated in Section 7, T30N, R3W, Township of Bagley and in Section 12, T30N, R4W, Township of Hayes all in the County of Otsego, State of Michigan, described as follows:

**A strip of land thirty (30) feet in width, being fifteen (15) feet upon each side of the center of the following described center line described as:**

**See attached Exhibit A**

To Have and To Hold the same unto said Grantee, until said easement be exercised, and thereafter until permanently abandoned, together with the right of ingress and egress at convenient points for such purposes, and with all rights necessary and convenient for the enjoyment of the privileges herein granted. Grantee shall, upon permanent abandonment of said easement, record an affidavit to that effect in the office of the Register of Deeds for the county where said land is located.

No building, structure or obstruction shall be erected or placed, no grade shall be changed, and no trees shall be planted within said easement granted hereunder without the written consent of the Grantee. Grantor also grants to Grantee, at Grantee's cost, the right to cut, trim, remove, or otherwise control all trees, brush or shrubbery upon said easement, subject to receiving permission from the Grantor, which will not be unreasonably withheld. Additional workspace, contiguous to said strip of land, may be used temporarily by Grantee during construction, maintenance or removal of said pipeline or pipelines, subject to receiving permission from the Grantor, which will not be unreasonably withheld.

Grantee shall replace in a good and workmanlike manner all fences that are disturbed or cut in the construction, maintenance or operation of the pipelines laid hereunder. Grantee agrees to pay for damage, if any, to growing crops that may be sustained by reason of Grantee's exercise of the rights granted herein. Grantee shall re-grade and re-seed any areas that are disturbed in said construction, maintenance or operations. All pipelines shall be buried at a depth not less than 36 inches.

Grantee acknowledges and accepts that certain portions of said easement overlap an existing pipeline easement granted by Grantor to Mercury Exploration Company, of 1619 Pennsylvania Avenue, Fort Worth, Texas, 76104, to lay, construct, replace, and remove pipelines for the transportation of gas, which easement is recorded in Liber 716, Pages 882 and 883, and in Liber 798, Pages 871 and 872, at the Otsego County Register of Deeds. Grantee's exercise of said easement shall not prevent or interfere with the rights of Mercury Exploration Company, or any of its successors and assigns, to use the easement granted to it by Grantor, and referenced herein, for all purposes permitted under the grant of easement.

Said Easement shall terminate upon removal of a pipeline or pipelines laid hereunder or if such pipeline or pipelines are not used for the purpose described herein for a period of one (1) year.

Grantee shall indemnify and save harmless the Grantor from and against any and all claims, causes of actions or suits ("Claims"), that any third party shall or may have against the Grantor for any loss, cost, damage or expense including personal injury or death, caused by the Grantee's exercise of the rights, licenses and easements hereby granted, unless the Claims are caused by or arise out of the negligence or wrongful act of the Grantor or its agents, employees or contractors.

All rights, privileges and obligations created by this instrument shall inure to the benefit of, and be binding upon, the heirs, devisees, administrators, executors, successors and assigns of the Grantor and Grantee.

The Grantee, its lessees or assigns, prior to entering upon lands of the Grantor for the purpose of maintaining, repairing, cleaning out, widening, deepening or extending the sanitary sewers, drains, water lines, electric lines, pipelines, or appurtenances owned by the Grantee, shall obtain the prior approval of the office of the Manager of the airport, which approval shall not be unreasonably withheld. The Grantee shall have the right from time to time to clear the easement of all trees, undergrowth and other obstructions that, in its judgment, may injure, endanger or interfere with the exercise by the Grantee of the rights, privileges and easement herein granted.

The Grantee shall not permit any maintenance or construction equipment which would encroach into restricted airspace of clear zones, approach slopes, runway and taxiway, or safety areas to enter upon or be used upon lands of the Grantor without such prior approval; provided, however, that such prior approval shall not be necessary when an emergency condition exists and immediate action by the Grantee is necessary to protect the public health. When an emergency situation exists, the ingress and egress of the Grantee, its lessees or assigns, will be coordinated with the airport management.

The Grantee shall not construct nor permit to stand above ground level on said easement any building, structure, poles or other objects, manmade or natural, to a height in excess of Federal Aviation Regulation (FAR) Part 77 surfaces, based upon current runways or future runways which may be constructed.

The Grantee shall file a notice consistent with the requirements of FAR Part 77 (FAA Form No. 7460-1) prior to constructing any maintenance or improvement within said easement. At such time in the future as deemed necessary by the Grantor, the Grantor may enter and construct airport improvements (runways, taxiways, extensions, associated lighting, etc.). Upon said easement provided notice is given to the Grantee at least 30 days prior to the start of construction. Should such development become necessary, the Grantee agrees to pay all costs associated with the protection or relocation of its facilities to accommodate said airport improvements.

This easement shall be binding on all other parties, both public and private, which presently, or at a future date, occupy or utilize the easement area conveyed hereby for the utility lines.

The Grantee agrees to maintain and protect at its own expense its electric or water lines, drains, sanitary sewers, pipelines, or appurtenances and equipment within the easement area. Should a change in airport operations or standards require the upgrade or additional protection of the utility and equipment, the cost shall be paid by the Grantee.

The Grantee agrees to pay for any increased cost of maintaining and operating the utility lines resulting from the relocation of such lines, and shall perform all necessary maintenance at its own expense in accordance with specifications approved by the Grantor and Grantee.

The Grantee agrees to save and keep Grantor and the State of Michigan harmless from and indemnify it against any penalty, damage or charges imposed for any violation of any laws or ordinances, and at all times to protect, indemnify and save Grantor and the State of Michigan harmless of and from any loss, cost, damage or expense, including attorney's fees, arising out of or from any accident or any other occurrence on or about the premises above described, causing injury to any person or property, arising by reason of construction, operation and maintenance, and use of this easement. Grantor reserves the right of full use of said premises subject to rights granted.

Exempt from Michigan Real Estate Transfer Tax under 1966 Public Act 134, Section (5)(h)(l), as amended. MCLA 207.505 (h)(i).

Exempt from Michigan Real Estate Transfer Tax under 1993 Public Act 330, Section (6)(h)(i), as amended. MCLA 207.526 (h)(i).

Grantor has executed this easement this \_\_\_\_\_ day of \_\_\_\_\_ 2009.

COUNTY OF OTSEGO

A Michigan Municipal Corporation

(Signed) \_\_\_\_\_

By:  
Its: Chairman

ACKNOWLEDGEMENTS

STATE OF MICHIGAN        )  
  ) SS.  
COUNTY OF OTSEGO        )

On this \_\_\_\_ day of \_\_\_\_\_, 2009, before me a Notary Public in and for said county, personally appeared \_\_\_\_\_, Chairman of the County of Otsego, a Michigan Municipal Corporation, to me known to be the person(s) described in and who executed the within instrument and who duly acknowledged the same to be the free act and deed of the corporation and its Board of Commissioners.

\_\_\_\_\_  
Notary Public, \_\_\_\_\_

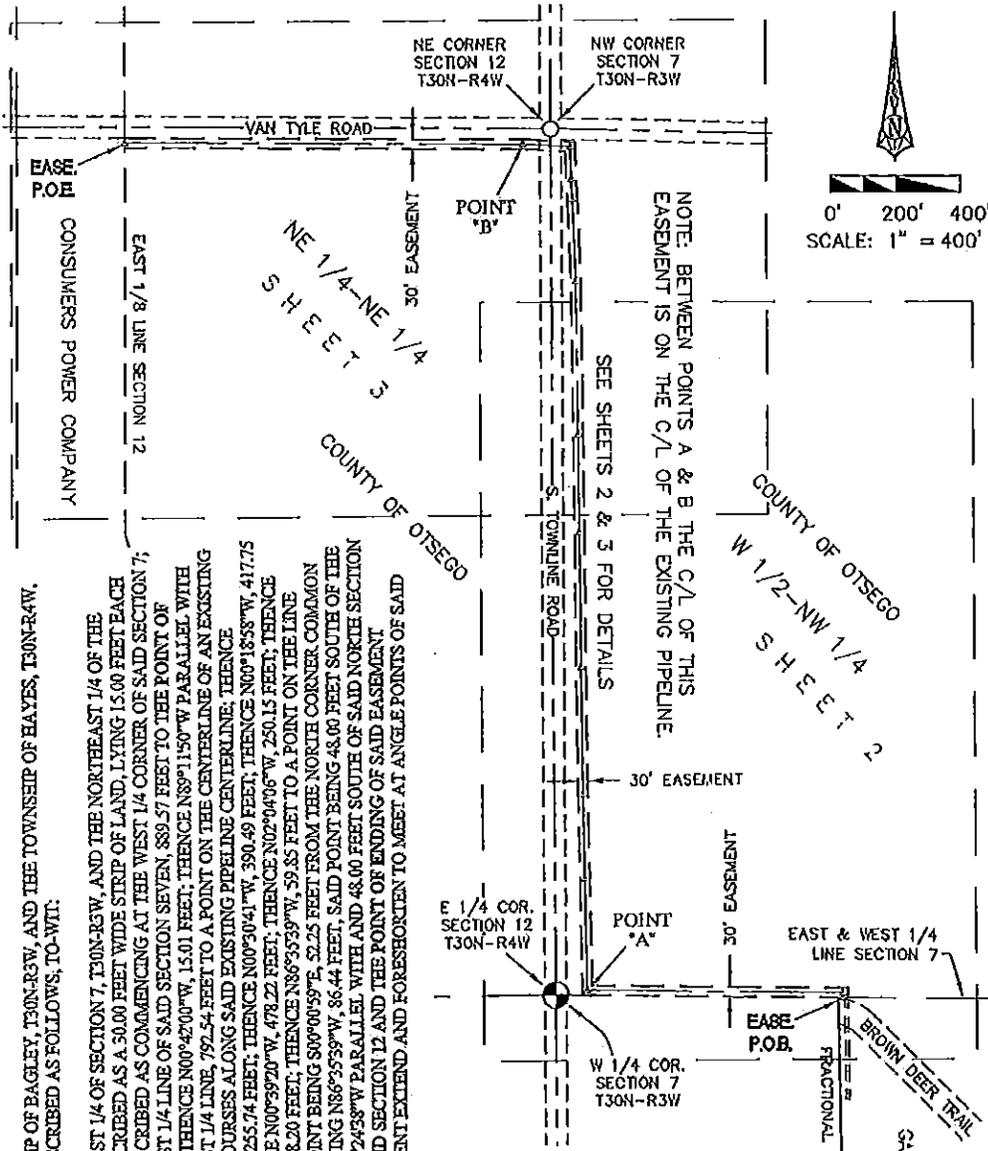
State of Michigan, \_\_\_\_\_ County

Acting in \_\_\_\_\_ County

My Commission expires: \_\_\_\_\_

Drafted by **Brian E. Valice, Esq. (P43735)**  
and return to: **Wolverine Power Supply Cooperative, Inc.**  
**10125 W. Watergate Road, PO Box 229**  
**Cadillac, MI 49601-0229**  
**(231) 775-5700**

# PIPELINE EASEMENT - INDEX SHEET

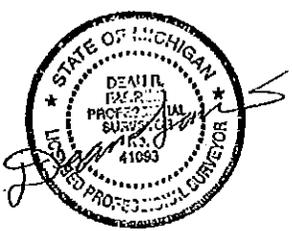


NOTE: BETWEEN POINTS A & B THE C/L OF THIS EASEMENT IS ON THE C/L OF THE EXISTING PIPELINE.

SEE SHEETS 2 & 3 FOR DETAILS

DESCRIPTION: A PARCEL OF LAND SITUATED IN THE TOWNSHIP OF BAGLEY, T30N-R3W, AND THE TOWNSHIP OF HAYES, T30N-R4W, COUNTY OF OTSEGO, STATE OF MICHIGAN, DESCRIBED AS FOLLOWS, TO-WIT:

THAT PART OF THE WEST 1/2 OF THE NORTHWEST 1/4 OF SECTION 7, T30N-R3W, AND THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 12, T30N-R4W, DESCRIBED AS A 30.00 FEET WIDE STRIP OF LAND, LYING 15.00 FEET EACH SIDE OF AND ADJACENT TO A CENTERLINE DESCRIBED AS COMMENCING AT THE WEST 1/4 CORNER OF SAID SECTION 7; THENCE S89°11'50"E ALONG THE EAST AND WEST 1/4 LINE OF SAID SECTION SEVEN, 889.57 FEET TO THE POINT OF BEGINNING OF SAID EASEMENT CENTERLINE; THENCE N00°42'00"W, 15.01 FEET; THENCE N89°11'50"W PARALLEL WITH AND 15.00 FEET NORTH OF SAID EAST AND WEST 1/4 LINE, 792.54 FEET TO A POINT ON THE CENTERLINE OF AN EXISTING PIPELINE; THENCE THE FOLLOWING ELEVEN COURSES ALONG SAID EXISTING PIPELINE CENTERLINE; THENCE N00°42'00"W, 345.46 FEET; THENCE N00°56'10"W, 255.74 FEET; THENCE N00°30'41"W, 390.49 FEET; THENCE N00°18'58"W, 417.75 FEET; THENCE N00°29'29"W, 297.40 FEET; THENCE N00°39'20"W, 478.22 FEET; THENCE N02°04'06"W, 250.13 FEET; THENCE N03°43'23"W, 60.52 FEET; THENCE N01°26'18"W, 98.20 FEET; THENCE N86°35'39"W, 59.85 FEET TO A POINT ON THE LINE COMMON TO SAID SECTIONS 7 AND 12, SAID POINT BEING 80°00'59"E, 52.25 FEET FROM THE NORTH CORNER COMMON TO SAID SECTIONS 7 AND 12; THENCE CONTINUING N86°35'39"W, 86.44 FEET, SAID POINT BEING 43.00 FEET SOUTH OF THE NORTH LINE OF SAID SECTION 12; THENCE N89°24'58"W PARALLEL WITH AND 43.00 FEET SOUTH OF SAID NORTH SECTION LINE, 1234.41 FEET TO THE EAST 1/8 LINE OF SAID SECTION 12 AND THE POINT OF ENDING OF SAID EASEMENT CENTERLINE. ALL SIDE LINES OF SAID EASEMENT EXTEND AND FORESHORTEN TO MEET AT ANGLE POINTS OF SAID EASEMENT.



2/20/09

Exhibit A

<b>FARRIER SURVEYING INC.</b> P.O. BOX 998 244 S CEDAR STREET KALKASKA, MI 49648 TEL (231) 258-8162 FAX (231) 258-3249 office@farriersurveying.com	<b>CLIENT WOLVERINE POWER COOPERATIVE</b> DESCRIPTION: GAYLORD FRAME V 6" GAS LINE EASEMENT PART OF SECTIONS 1 & 12, T30N-R4W, HAYES TWP. AND SECTION 7, T30N-R3W, BAGLEY TWP., OTSEGO COUNTY, MICHIGAN	DRAWN: DJC CHECK: DRF REVISED:	FILE No. 0209 Fd. Bk. IIA Pg. DATE: 2/20/09 SHEET: 1 of 3
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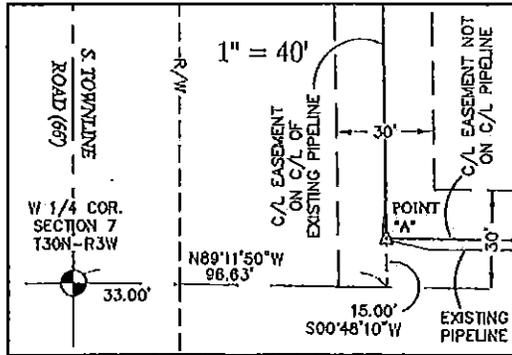
# PIPELINE EASEMENT



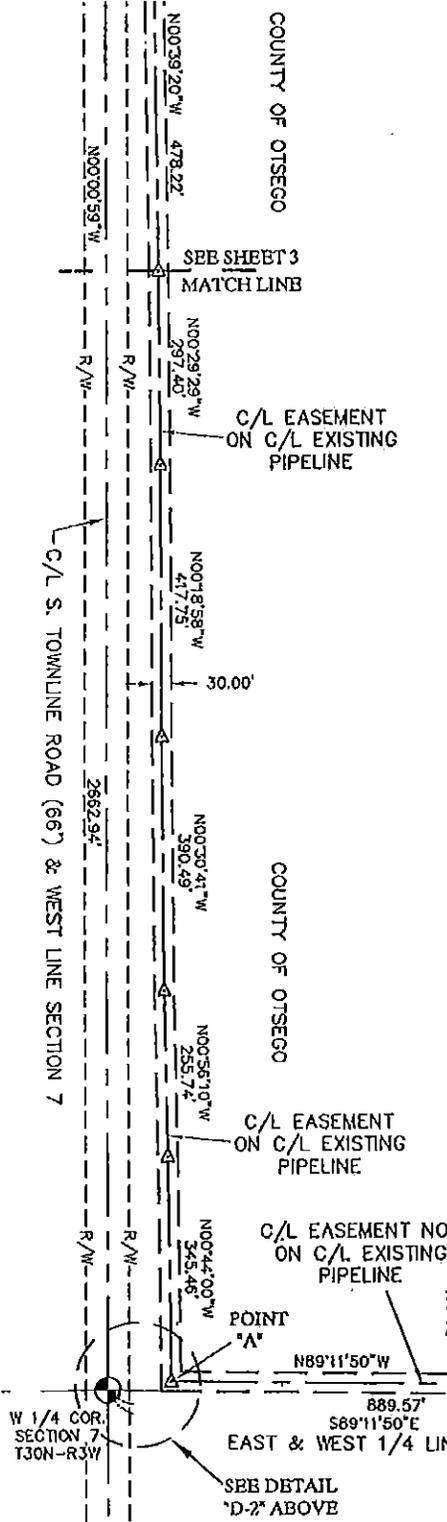
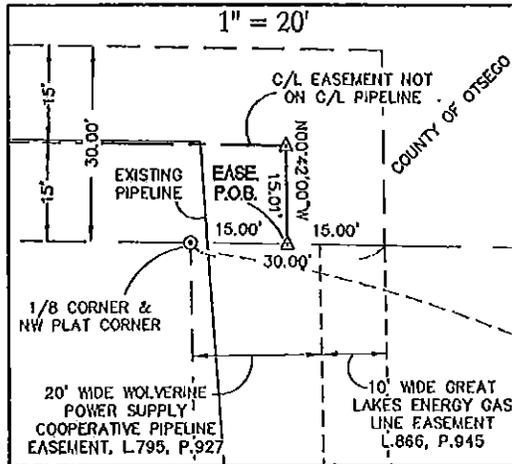
0' 100' 200'  
SCALE: 1" = 200'

△ --- △ = C/L EASEMENT COURSE

## DETAIL "D-2"



## DETAIL "D-1"



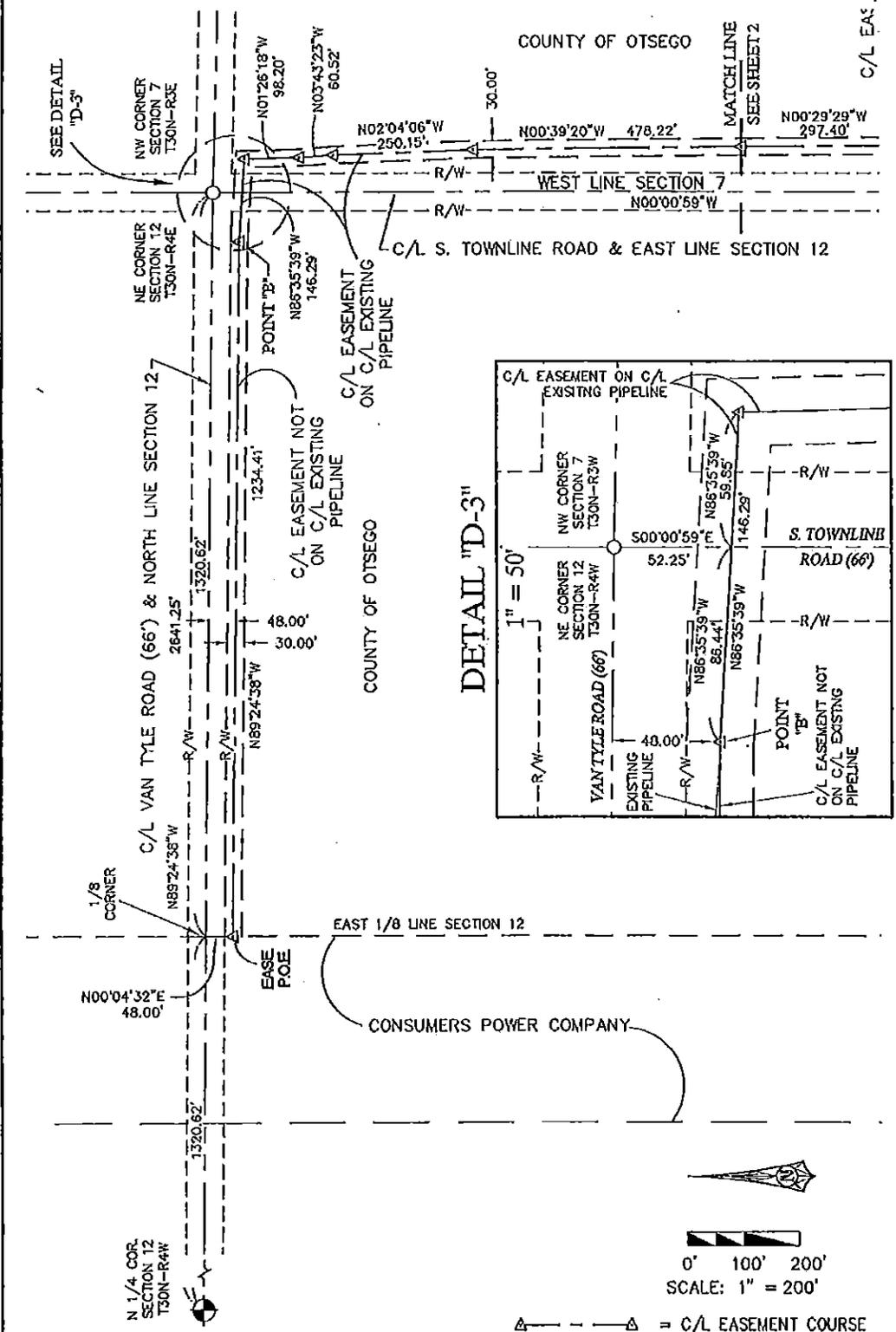
**FARRIER SURVEYING INC.**  
P.O. BOX 998  
244 S. CEDAR STREET  
KALKASKA, MI 49646  
TEL (231) 258-8162 FAX (231) 258-3249  
office@farriersurveying.com

**CLIENT WOLVERINE POWER COOPERATIVE**  
DESCRIPTION GAYLORD FRAUE V 6" GAS LINE EASEMENT  
PART OF SECTIONS 1 & 12, T30N-R4W, HAYES TWP.  
AND SECTION 7, T30N-R3W, BAGLEY TWP.,  
OTSEGO COUNTY, MICHIGAN

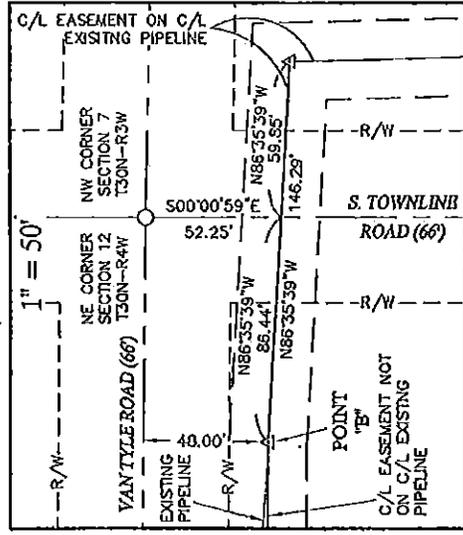
DRAWN: DJC  
CHECK: ORF  
REVISED:

FILE No. 0209  
Fd. Bk. HA Pg.  
DATE: 2/20/09  
SHEET: 2 of 3

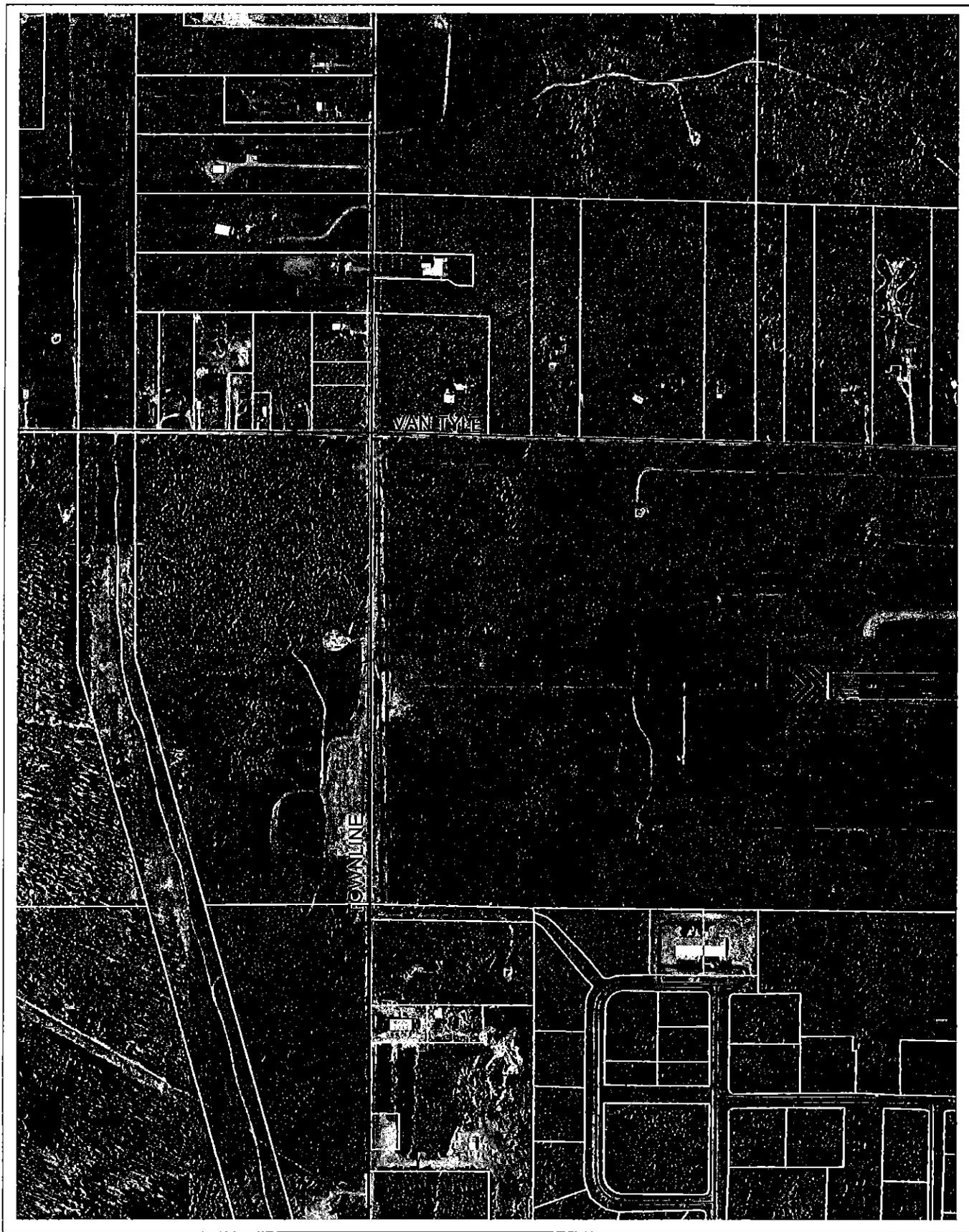
# PIPELINE EASEMENT



DETAIL "D-3"



<b>FARRIER SURVEYING INC.</b> P.O. BOX 998 244 S. CEDAR STREET KALKASKA, MI 49646 TEL (231) 258-8162 FAX (231) 258-3249 office@farriersurveying.com	<b>CLIENT WOLVERINE POWER COOPERATIVE</b>	DRAWN: DJC	FILE No. 0209
	<b>DESCRIPTION GAYLORD FRAME V 6" GAS LINE EASEMENT</b> PART OF SECTIONS 1 & 12, T30N-R4W, HAYES TWP. AND SECTION 7, T30N-R3W, BAGLEY TWP., OTSEGO COUNTY, MICHIGAN	CHECK: DRF	DATE: 2/20/09
	REVISED:	SHEET: 3 of 3	



Wolverine Proposed Easement

Scale: 1" = 700'





## OTSEGO COUNTY BUDGET AMENDMENT

### FUND/DEPARTMENT: Airport/General Fund

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget.

Fund Type:  General     Special Revenue     Debt Service     Capital Project     Business-Type (Enterprise or Internal Svc)

#### REVENUE

Account Number	Decrease	Increase
281-050 -699.030 -Transfers In	\$	\$51,000
281-305 -642.020 -Airplane Fuel Sales	\$51,000	\$
-	\$	\$
-	\$	\$
<b>Total</b>	<b>\$</b>	<b>\$</b>

#### EXPENDITURE

Account Number	Increase	Decrease
101-941 -999.990 - Contingency	\$	\$51,000
101-966 -999.000 - Appropriation-Airport	\$51,000	\$
-	\$	\$
-	\$	\$
-	\$	\$
-	\$	\$
<b>Total</b>	<b>\$</b>	<b>\$</b>

Rachel Frisch  
Department Head Signature

6/17/09  
Date

<b>Finance Department</b>
Entered:
By:

\_\_\_\_\_  
Administrator's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Approval Date (if necessary)

\_\_\_\_\_  
Budget Adjustment #

\_\_\_\_\_  
Posting Number





## OTSEGO COUNTY BUDGET AMENDMENT

### FUND/DEPARTMENT: Administration/General Fund

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget.

Fund Type:  General     Special Revenue     Debt Service     Capital Project     Business-Type (Enterprise or Internal Svc)

#### REVENUE    Document Scanning Project for Land Use Services

Account Number	Decrease	Increase
645-125 -626.075 -Admin Svcs	\$	\$2,500
- -	\$	\$
- -	\$	\$
- -	\$	\$
<b>Total</b>	<b>\$</b>	<b>\$</b>

#### EXPENDITURE

Account Number	Increase	Decrease
101-941 -999.990 - Contingency	\$	\$2,500
101-201 -940.000 - Inside Purchased Svcs	\$2,500	\$
- -	\$	\$
645-201 -940.010 -Outside Contracted Svc	\$2,500	\$
- -	\$	\$
- -	\$	\$
<b>Total</b>	<b>\$</b>	<b>\$</b>

*Rachel Frisch*

Department Head Signature

6/17/09

Date

Finance Department

Entered:

By:

Administrator's Signature

Date

Board Approval Date (if necessary)

Budget Adjustment #

Posting Number

INVOICE REF#	VENDOR DESCRIPTION	GL DISTRIBUTION	INVOICE DATE	INVOICE DATE	INVOICE DATE	INVOICE AMT	AMOUNT DUE	STATUS	JOURNALIZED?
90007006	MAY MIN COMMITM		06/04/2009	06/16/2009		40.00	0.00	P	Y
	ACCURINT		JVANDENBOOM						
	MAY 2009 MIN COMMITMENT BALANCE					40.00			
	616-253-920.410		SERVICE CONTRACTS						
79026	MID NORTH PRINTING INC		06/05/2009	06/16/2009		534.45	0.00	P	Y
90007062	JURY ENVELOPES FOR 2009/2010		JURY YEASDEFEYTER						
	101-145-726.000		SUPPLIES - GENERAL			534.45			
650364/649404	DUNNS		06/05/2009	06/16/2009		254.03	0.00	P	Y
90007063	DISC/RECEIPT BOOK CLERK/TONER ROD		SDEFEYTER						
	256-215-726.000		SUPPLIES - GENERAL			245.61			
	101-215-726.000		SUPPLIES - GENERAL			8.42			
11200/P357	JAMES & PAULINE BOCHANAN		06/05/2009	06/16/2009		3,910.74	0.00	P	Y
90007064	SHERIFF'S DEED REDEMPTION		SDEFEYTER						
	701-000-284.002		REDEMPTION SHERIFF CLERK			3,910.74			
5-2009	MUNICIPAL EMPLOYEES RETIREMENT SYST		06/16/2009	06/16/2009		41,995.12	0.00	P	Y
90007065	COUNTY RETIREMENT MAY 2009		TADAM						
	704-000-231.700		RETIREMENT -MERS			41,995.12			
194360	MUNICIPAL EMPLOYEES RETIREMENT SYST		06/16/2009	06/16/2009		45.15	0.00	P	Y
90007066	ADJUSTMENT FOR PREVIOUS REPORT 2/00		TADAM						
	212-430-704.300		RETIREMENT CONTRIBUTIONS			45.15			
81041	BEVERLY ENTERPRISES		05/18/2009	06/16/2009		50.00	0.00	P	Y
90007069	P VS EVANS # 89-1426 RS PMT		IVANLIERE						
	701-000-271.000		RESTITUTIONS PAYABLE			50.00			
81040	A&L IRON		06/05/2009	06/16/2009		25.00	0.00	P	Y
90007073	P VS KHUN # 95-1995 RS PMT		IVANLIERE						
	701-000-271.000		RESTITUTIONS PAYABLE			25.00			
80776-80843	FRED & SHIRLEY ROSS		06/05/2009	06/16/2009		75.00	0.00	P	Y
90007078	P VS REYNERO # 02-2783 RS PMT		IVANLIERE						
	701-000-271.000		RESTITUTIONS PAYABLE			75.00			
81043-80844	GREG & KIMBERLY ROSS		06/05/2009	06/16/2009		25.00	0.00	P	Y
90007079	P VS REYNERO # 02-2783 RS PMT R2		IVANLIERE						
	701-000-271.000		RESTITUTIONS PAYABLE			25.00			

81039	VEND. INV#	VENDOR	DESCRIPTION	INVT REF#	GL DISTRIBUTION	INV DATE	ENTERED BY	DUPLICATE	INV AMT	AMT DUE	STATUS	JNLZD?
81039	90007080	CHRISTOPHER YOUNG	P VS MOORE # 05-3264 RS PMT		06/05/2009	06/16/2009	40.00	0.00	P	Y		
			701-000-271.000		RESTITUTIONS PAYABLE		40.00					
81031	90007081	RON OROURKE	P VS SHYROCK # 89-1447 RS PMT		06/05/2009	06/16/2009	50.00	0.00	P	Y		
			701-000-271.000		RESTITUTIONS PAYABLE		50.00					
81032	90007082	RON OROURKE	P VS JARUZEL # 89-1448 RS PMT		06/05/2009	06/16/2009	50.00	0.00	P	Y		
			701-000-271.000		RESTITUTIONS PAYABLE		50.00					
81047	90007083	MASSBY, STEVE	P VS KOGOMSKI R2 PD FULL #07-3813		06/05/2009	06/16/2009	30.00	0.00	P	Y		
			701-000-271.000		RESTITUTIONS PAYABLE		30.00					
81048	90007084	THOMAS WALLER	P VSKOGOMSKI # 07-3813 RS PMT		06/05/2009	06/16/2009	20.00	0.00	P	Y		
			701-000-271.000		RESTITUTIONS PAYABLE		20.00					
80891-80921-49	90007085	FARM BUREAU INSURANC	P VS WEBBER # 00-2509 RS PMT		06/05/2009	06/16/2009	120.00	0.00	P	Y		
			701-000-271.000		RESTITUTIONS PAYABLE		120.00					
80924-80923	90007086	SANE	P VS COOK # 06-3419 RS PMT		06/05/2009	06/16/2009	75.00	0.00	P	Y		
			701-000-271.000		RESTITUTIONS PAYABLE		75.00					
80925	90007087	EMPLOYERS MUTUAL CASUALTY CO	P VS HAMBLEN # 07-3708 RS PMT		06/05/2009	06/16/2009	50.00	0.00	P	Y		
			701-000-271.000		RESTITUTIONS PAYABLE		50.00					
81003	90007088	OTSEGO LAKE TOWNSHIP	P VS WHYTE # 08-3874 RS PMT		06/05/2009	06/16/2009	200.00	0.00	P	Y		
			701-000-271.000		RESTITUTIONS PAYABLE		200.00					
81001	90007089	JEFF BETTLETON	P VS BAZZANI # 06-3544 RS PMT		06/05/2009	06/16/2009	75.00	0.00	P	Y		
			701-000-271.000		RESTITUTIONS PAYABLE		75.00					

VEND. INV#	VENDOR DESCRIPTION	GL DISTRIBUTION	INV DATE	ENTERED BY	DUE DATE	INV AMT	AMT DUE	STATUS	JNLIZED?
80966	JOHNSON OIL COMPANY		06/05/2009		06/16/2009	25.00	0.00	P	Y
90007090	P VS KRAUSE # 00-2497 RS PMT								
	701-000-271.000	RESTITUTIONS PAYABLE				25.00			
80965	DEREK MARSH		06/05/2009		06/16/2009	17.50	0.00	P	Y
90007091	P VS COKER # 04-3045 PAYS R1 IN FULL								
	701-000-271.000	RESTITUTIONS PAYABLE				17.50			
80965	OTSEGO CLUB & RESORT		06/05/2009		06/16/2009	32.50	0.00	P	Y
90007092	P VS COKER # 04-3045 RESTITUTION PMT								
	701-000-271.000	RESTITUTIONS PAYABLE				32.50			
80778	KMART		06/08/2009		06/16/2009	6.50	0.00	P	Y
90007093	P VS CRYDERMAN # 06-3471 RS PMT								
	701-000-271.000	RESTITUTIONS PAYABLE				6.50			
80808	GLENS MARKET		06/08/2009		06/16/2009	10.00	0.00	P	Y
90007094	P VS TENNANT # 97-2171 RS PMT								
	701-000-271.000	RESTITUTIONS PAYABLE				10.00			
80807	JOHNSON OIL COMPANY		06/08/2009		06/16/2009	100.00	0.00	P	Y
90007095	P VS CASSIAS # 05-3330 RS PMT								
	701-000-271.000	RESTITUTIONS PAYABLE				100.00			
80841	JACQUILINE SOMERVILLE		06/08/2009		06/16/2009	10.00	0.00	P	Y
90007096	P VS SMOLARZ # 95-1981 RS PMT								
	701-000-271.000	RESTITUTIONS PAYABLE				10.00			
80963	DEPENDABLE CONCRETE		06/08/2009		06/16/2009	100.00	0.00	P	Y
90007097	P VS YODER # 07-3745 RS PMT								
	701-000-271.000	RESTITUTIONS PAYABLE				100.00			
80961	GOBBLEERS OF GAYLORD		06/08/2009		06/16/2009	12.50	0.00	P	Y
90007098	P VS PEARSON # 07-3684 RS PMT								
	701-000-271.000	RESTITUTIONS PAYABLE				12.50			
80949-76490	TONYA KLEB-JURECZYK		06/08/2009		06/16/2009	40.00	0.00	P	Y
90007099	P VS WISELY # 08-3870 RS PMT								
	701-000-271.000	RESTITUTIONS PAYABLE				40.00			





INVOICE REF#	VENDOR DESCRIPTION	GL DISTRIBUTION	INVOICE DATE	DUPLICATE DATE	INVOICE AMT	AMOUNT DUE	STATUS	JOURNALIZED?
100019515327	CONSUMERS ENERGY		06/12/2009	06/16/2009	1,691.91	0.00	P	Y
90007121	100019515327 MAY		PHILLER					
	588-699-930.620		ELECTRICITY		1,691.91			
463315100024	DTE ENERGY		06/12/2009	06/16/2009	344.52	0.00	P	Y
90007122	463315100024 MAY		PHILLER					
	588-699-930.610		NATURAL GAS		344.52			
1447	JASON SAJDAK		06/05/2009	06/16/2009	10.00	0.00	P	Y
90007134	RESTITUTION 07-0179		MFITZGERALD					
	701-000-271.148		RESTITUTIONS PAYABLE-PRBT CT		10.00			
1446	OTSEGO CLUB & RESORT		06/05/2009	06/16/2009	11.00	0.00	P	Y
90007135	RESTITUTION 07-179		MFITZGERALD					
	701-000-271.148		RESTITUTIONS PAYABLE-PRBT CT		11.00			
1449	GUNSELL, JOSHUA		06/05/2009	06/16/2009	50.00	0.00	P	Y
90007136	RESTITUTION 03-214		MFITZGERALD					
	701-000-271.148		RESTITUTIONS PAYABLE-PRBT CT		50.00			
1448	SHERI SILVA		06/05/2009	06/16/2009	29.00	0.00	P	Y
90007137	RESTITUTION 07-179		MFITZGERALD					
	701-000-271.148		RESTITUTIONS PAYABLE-PRBT CT		29.00			
1445	OTSEGO CLUB & RESORT		06/05/2009	06/16/2009	70.00	0.00	P	Y
90007138	RESTITUTION 07-173		MFITZGERALD					
	701-000-271.148		RESTITUTIONS PAYABLE-PRBT CT		70.00			
1444	KELSEY LYNN FORREST		06/05/2009	06/16/2009	65.00	0.00	P	Y
90007139	RESTITUTION 06-28		MFITZGERALD					
	701-000-271.148		RESTITUTIONS PAYABLE-PRBT CT		65.00			
01225920094	REDWOOD TOXICOLOGY LABORATORY INC		06/05/2009	06/16/2009	933.64	0.00	P	Y
90007140	DRUG TESTS		MFITZGERALD					
	292-662-801.030		TECHNICAL SVCS		414.64			
	101-133-726.000		SUPPLIES - GENERAL		519.00			
71281	OTSEGO COUNTY		06/05/2009	06/16/2009	380.00	0.00	P	Y
90007141	DRUG COURT BUS MAY 09		MFITZGERALD					
	101-133-930.500		TRAVEL		380.00			

VEND. INV#	VENDOR DESCRIPTION	GL DISTRIBUTION	INV DATE	ENTERED BY	DOE DATE	INV AMT	AMT DUE	STATUS	JNLIZED?
006567	DMC TECHNOLOGY GROUP, INC		06/05/2009		06/16/2009	4,022.83	0.00	P	Y
90007142	AS 400 UPGRADE								
	101-131-920.400	REPAIRS AND MAINTENANCE SVCS				4,022.83			
7945	MT COUNTIES WORKERS COMPENSATION FU		06/05/2009		06/16/2009	1,916.00	0.00	P	Y
90007143	7945 2009 3RD QTR								
	101-131-704.600	WORKERS COMPENSATION				922.43			
	101-133-704.600	WORKERS COMPENSATION				100.06			
	292-662-704.600	WORKERS COMPENSATION				252.22			
	101-141-704.600	WORKERS COMPENSATION				545.09			
	215-141-704.600	WORKERS COMPENSATION				96.20			
039693569	XEROX CORPORATION		06/05/2009		06/16/2009	475.39	0.00	P	Y
90007144	COURT MARCH 09 COPIER								
	101-131-920.520	RENTAL - EQUIP/VEHICLES				475.39			
818444196	WEST PAYMENT CENTER		06/05/2009		06/16/2009	341.00	0.00	P	Y
90007145	PUBLIC PATRON ACCESS @ LIBRARY MAY 09								
	269-145-726.210	ELECTRONIC SUBSCRIPTIONS				341.00			
MAY 09 FOC	BRUCE CRANHAM, PC		06/05/2009		06/16/2009	1,500.00	0.00	P	Y
90007146	FOC REFEREE SERVICES MAY 2009								
	101-141-940.010	OUTSIDE CONTRACTED SERVICES				1,275.00			
	215-141-940.010	OUTSIDE CONTRACTED SERVICES				225.00			
JUNE 04, 2009	ALTHEL		06/05/2009		06/16/2009	103.46	0.00	P	Y
90007147	6200483185-156	TELEPHONE				18.13			
	101-131-930.210	TELEPHONE				85.33			
	292-662-930.210	TELEPHONE							
1024667350	QWEST		06/05/2009		06/16/2009	476.16	0.00	P	Y
90007148	1024667350	TELEPHONE							
	637-265-930.210	TELEPHONE				476.16			
086481	AFLAC #3010105		06/05/2009		06/16/2009	1,563.28	0.00	P	Y
90007149	086481 ODSM3								
	704-000-231.281	AFLAC				1,563.28			
NZQ6416	CDW GOVERNMENT INC		06/05/2009		06/16/2009	2,800.00	0.00	P	Y
90007150	NZQ6416MCAFFEE								
	101-131-726.000	SUPPLIES - GENERAL				1,272.60			
	101-141-726.000	SUPPLIES - GENERAL				24.04			
	215-141-726.000	SUPPLIES - GENERAL				4.24			
	101-228-920.400	REPAIRS AND MAINTENANCE SVCS				1,499.12			

INVOICE REF#	VENDOR DESCRIPTION	GL DISTRIBUTION	INV DATE ENTERED BY	DUE DATE	INV AMT	AMT DUE	STATUS	JNLIZED?
5-31-09 90007151	STATE OF MICHIGAN MAY 2009 MONTHEND 211D		06/05/2009 MITTGERALD	06/16/2009	22,404.40	0.00	P	Y
	701-000-228.020	STATE CNSRVTN CSTS LQDTN DMG			30.00			
	701-000-228.037	CRIME VICTIM RIGHTS FUNDS			1,634.40			
	701-000-228.042	STATE COURT FUND			330.00			
	701-000-228.057	JUROR COMPENSATION REIMBURSE			345.00			
	701-000-228.058	CIVIL FILING FEE FUND			5,446.00			
	701-000-228.059	JUSTICE SYSTEM FUND			14,619.00			
MAY 09 90007152	MICHIGAN DEPARTMENT OF NATURAL RESO MAY 09 MONTH END 211 D		06/05/2009 MITTGERALD	06/16/2009	122.86	0.00	P	Y
	701-000-228.020	STATE CNSRVTN CSTS LQDTN DMG			122.86			
5-31-09 90007153	SECRETARY OF STATE MAY 09 MONTH END 211 D		06/05/2009 MITTGERALD	06/16/2009	345.00	0.00	P	Y
	701-000-228.030	DRIVERS LICENSE REINSTATEMENT			345.00			
5-31-09 90007154	GAYLORD CITY TREASURER MONTH END MAY 09 211 D		06/05/2009 MITTGERALD	06/16/2009	303.60	0.00	P	Y
	701-000-221.000	DUE CITIES			303.60			
5-31-09 90007155	KALEIGH MATLEY OVERPAYMENT 09-21858-SM-3		06/05/2009 MITTGERALD	06/16/2009	15.00	0.00	P	Y
	701-000-286.002	CASH REFUNDS DISTRICT COURT			15.00			
5-31-09 90007156	SAMANTHA PARROTT OVERPAYMENT 09-0479622-SI-3		06/05/2009 MITTGERALD	06/16/2009	10.00	0.00	P	Y
	701-000-286.002	CASH REFUNDS DISTRICT COURT			10.00			
053109 90007157	AUTO OWNERS INSURANCE CO. REST PYMT 06-19325-FY-3		06/05/2009 MITTGERALD	06/16/2009	80.00	0.00	P	Y
	701-000-271.130	RESTITUTIONS PAYABLE - DIST CT			80.00			
5-31-09 90007158	DAVID BENTLEY REST. PYMT 07-20155-SD-3		06/05/2009 MITTGERALD	06/16/2009	25.20	0.00	P	Y
	701-000-271.130	RESTITUTIONS PAYABLE - DIST CT			25.20			
5-31-09 90007159	CUMMINS BRIDGEWAY RESTITUTION PYMT 07-19960-FY-3		06/05/2009 MITTGERALD	06/16/2009	100.00	0.00	P	Y
	701-000-271.130	RESTITUTIONS PAYABLE - DIST CT			100.00			

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5-31-09	BRADLEY J. BUTCHER						
90007160	REST PYMT 05-16547-FY-3	06/05/2009	06/16/2009	100.00	0.00	P	Y
	701-000-271.130	MITZGERALD					
	RESTITUTIONS PAYABLE - DIST CT			100.00			
5-31-09	LARRY WALTER CAMPBELL						
90007161	REST PYMT 08-21533-FY-3	06/05/2009	06/16/2009	250.00	0.00	P	Y
	701-000-271.130	MITZGERALD					
	RESTITUTIONS PAYABLE - DIST CT			250.00			
5-31-09	JOHN DENISON						
90007162	REST PYMT BY BAILEY 08-21554-SM-3	06/05/2009	06/16/2009	38.40	0.00	P	Y
	701-000-271.130	MITZGERALD					
	RESTITUTIONS PAYABLE - DIST CT			38.40			
MAY 31 09	JOHN DENISON						
90007163	REST PYMT WILSON 08-21553-SM-3	06/05/2009	06/16/2009	24.00	0.00	P	Y
	701-000-271.130	MITZGERALD					
	RESTITUTIONS PAYABLE - DIST CT			24.00			
MAY 31 2009	JOHN DENISON						
90007164	REST PYMT WILSON 08-21680-FY3	06/05/2009	06/16/2009	48.00	0.00	P	Y
	701-000-271.130	MITZGERALD					
	RESTITUTIONS PAYABLE - DIST CT			48.00			
5-31-09	ELKS LODGE						
90007165	REST PYMT KEYSER 08-21346-FY-3	06/05/2009	06/16/2009	25.00	0.00	P	Y
	701-000-271.130	MITZGERALD					
	RESTITUTIONS PAYABLE - DIST CT			25.00			
5-31-09	FORWARD CORPORATION						
90007166	REST PYMT HUFFMAN 05-16910-FY-3	06/05/2009	06/16/2009	100.00	0.00	P	Y
	701-000-271.130	MITZGERALD					
	RESTITUTIONS PAYABLE - DIST CT			100.00			
MAY 31 09	FORWARD CORPORATION						
90007167	REST PYMT COSTELLO 08-21616-FY-3	06/05/2009	06/16/2009	12.50	0.00	P	Y
	701-000-271.130	MITZGERALD					
	RESTITUTIONS PAYABLE - DIST CT			12.50			
5-31-09	GREAT DEALS OUTLET						
90007168	REST PYMT MARCINKOWSKI 04-15979-SM-3	06/05/2009	06/16/2009	50.00	0.00	P	Y
	701-000-271.130	MITZGERALD					
	RESTITUTIONS PAYABLE - DIST CT			50.00			
5-31-09	THOMAS HARTOON						
90007169	REST PYMT BERLANGA 07-20155-SD-3	06/05/2009	06/16/2009	64.80	0.00	P	Y
	701-000-271.130	MITZGERALD					
	RESTITUTIONS PAYABLE - DIST CT			64.80			

VEND. INV#	VENDOR DESCRIPTION	GL DISTRIBUTION	INVTY DATE	ENTERED BY	DUED DATE	INVTY AMT	AMT DUE	STATUS	JNLIZED?
5-31-09	KMART		06/05/2009		06/16/2009	183.50	0.00	P	Y
90007170	REST PYMT MOESCHKE 08-21648-FY-3		MFTTZGERALD						
	701-000-271.130					183.50			
5-31-09	MASSBY, STEVE		06/05/2009		06/16/2009	25.00	0.00	P	Y
90007171	REST PYMT BY LAMB 07-20323-SM-3		MFTTZGERALD						
	701-000-271.130					25.00			
5-31-09	MOORE PIZZA LLC		06/05/2009		06/16/2009	100.00	0.00	P	Y
90007172	REST PYMT MURPHY 07-19829-SM-3		MFTTZGERALD						
	701-000-271.130					100.00			
5-31-09	HEATH SCHWAB		06/05/2009		06/16/2009	10.00	0.00	P	Y
90007173	REST PYMT BLAKE 08-21057-SM-3		MFTTZGERALD						
	701-000-271.130					10.00			
5-31-09	TRAVIS STALLARD		06/05/2009		06/16/2009	125.02	0.00	P	Y
90007174	REST PYMT DEGRAW 08-21464-SM-3		MFTTZGERALD						
	701-000-271.130					125.02			
5-31-09	STATE FARM INSURANCE		06/05/2009		06/16/2009	25.00	0.00	P	Y
90007175	REST PYMT LAMB 07-20323-SM-3		MFTTZGERALD						
	701-000-271.130					25.00			
5-31-09	ROBERT WIXON		06/05/2009		06/16/2009	50.00	0.00	P	Y
90007176	REST PYMT WIERCIAK 08-20803-FY-3		MFTTZGERALD						
	701-000-271.130					50.00			
5-31-09	SANE		06/05/2009		06/16/2009	5.00	0.00	P	Y
90007177	REST PYMT JOSH JONES 08-21020-SM-3		MFTTZGERALD						
	701-000-271.130					5.00			
2-28-09	SANE		06/05/2009		06/16/2009	5.00	0.00	P	Y
90007178	REST PYMT JONES 08-21020-SM-3		MFTTZGERALD						
	701-000-271.130					5.00			
5-31-09	ALS MARKET		06/05/2009		06/16/2009	3.50	0.00	P	Y
90007179	REST PYMT WHITTEN 00-10286-FY-3		MFTTZGERALD						
	701-000-271.130					3.50			

INVOICE#	VENDOR	DESCRIPTION	GL DISTRIBUTION	INVTY DATE	ENTERED BY	DUE DATE	INVTY AMT	AMT DUE	STATUS	JNLIZED?
04-30-09	ALS MARKET	REST. PYMNT WRITTEN 00-1286-FY-3		06/05/2009	MFTTZGERALD	06/16/2009	7.00	0.00	P	Y
90007180		701-000-271.130	RESTITUTIONS PAYABLE - DISP CT				7.00			
800014 MAY09	DTE ENERGY			06/05/2009	MFTTZGERALD	06/16/2009	129.84	0.00	P	Y
90007181		463312800014	NATURAL GAS				129.84			
600043 MAY 09	DTE ENERGY			06/05/2009	MFTTZGERALD	06/16/2009	414.78	0.00	P	Y
90007182		463311600043	NATURAL GAS				414.78			
600068 MAY 09	DTE ENERGY			06/05/2009	MFTTZGERALD	06/16/2009	194.07	0.00	P	Y
90007183		463311600068	NATURAL GAS				194.07			
9000042 MAY 09	DTE ENERGY			06/05/2009	MFTTZGERALD	06/16/2009	158.84	0.00	P	Y
90007184		456939000042	NATURAL GAS				158.84			
9000018 MAY 09	DTE ENERGY			06/05/2009	MFTTZGERALD	06/16/2009	745.62	0.00	P	Y
90007185		456939000018	NATURAL GAS				745.62			
300014 MAY 09	DTE ENERGY			06/05/2009	MFTTZGERALD	06/16/2009	741.17	0.00	P	Y
90007186		463313300014	NATURAL GAS				741.17			
600015 MAY 09	DTE ENERGY			06/05/2009	MFTTZGERALD	06/16/2009	1,390.38	0.00	P	Y
90007187		460634600015	NATURAL GAS				1,390.38			
67155 MAY 09	CONSUMERS ENERGY			06/05/2009	MFTTZGERALD	06/16/2009	137.70	0.00	P	Y
90007188		100000067155	ELECTRICITY				137.70			
278521 MAY 09	CONSUMERS ENERGY			06/05/2009	MFTTZGERALD	06/16/2009	156.63	0.00	P	Y
90007189		100000278521	ELECTRICITY				156.63			



INVOICE#	VENDOR	DESCRIPTION	GL DISTRIBUTION	INV DATE	ENTERED BY	DUPLICATE	INV AMT	AMT DUE	STATUS	JNLZD?
0511705-1838-8	WASTE MANAGEMENT	JUNE 09 A/C		06/05/2009	06/16/2009		78.28	0.00	P	Y
90007199	WASTE MANAGEMENT	JUNE 09 A/C		06/05/2009	06/16/2009		78.28	0.00	P	Y
148	TIMOTHY BORDNER	5/28-6/05		06/05/2009	06/16/2009		1,800.00	0.00	P	Y
90007200	TIMOTHY BORDNER	5/28-6/05		06/05/2009	06/16/2009		1,800.00	0.00	P	Y
03091615	TRACTOR SUPPLY CO-DEPT 30-120262666	TRACTOR SUPPLY CO-DEPT 30-120262666		06/05/2009	06/16/2009		29.56	0.00	P	Y
90007201	TRACTOR SUPPLY CO-DEPT 30-120262666	TRACTOR SUPPLY CO-DEPT 30-120262666		06/05/2009	06/16/2009		29.56	0.00	P	Y
RE003	GIL-ROYS HARDWARE	212-430-726.025		06/05/2009	06/16/2009		46.14	0.00	P	Y
90007202	GIL-ROYS HARDWARE	212-430-726.025		06/05/2009	06/16/2009		46.14	0.00	P	Y
27784	GASLIGHT MEDIA	MONTHLY FORT FEE-WIRELESS CONNECTION		06/05/2009	06/16/2009		16.00	0.00	P	Y
90007203	GASLIGHT MEDIA	MONTHLY FORT FEE-WIRELESS CONNECTION		06/05/2009	06/16/2009		16.00	0.00	P	Y
APR-MAY 09	CITY OF GAYLORD	WATER 4/16 - 5/15/2009		06/05/2009	06/16/2009		20.63	0.00	P	Y
90007204	CITY OF GAYLORD	WATER 4/16 - 5/15/2009		06/05/2009	06/16/2009		20.63	0.00	P	Y
500284144401	CHARTER COMMUNICATIONS	SVC 6/01 - 6/30/2009		06/05/2009	06/16/2009		421.04	0.00	P	Y
90007205	CHARTER COMMUNICATIONS	SVC 6/01 - 6/30/2009		06/05/2009	06/16/2009		421.04	0.00	P	Y
AMOS	STATE OF MICHIGAN	JAN - MAR 2009		06/05/2009	06/16/2009		126.00	0.00	P	Y
90007206	STATE OF MICHIGAN	JAN - MAR 2009		06/05/2009	06/16/2009		126.00	0.00	P	Y
59661	CONSUMERS ENERGY	100019659661		06/05/2009	06/16/2009		54.09	0.00	P	Y
90007207	CONSUMERS ENERGY	100019659661		06/05/2009	06/16/2009		54.09	0.00	P	Y
59950	CONSUMERS ENERGY	100019659950		06/05/2009	06/16/2009		16.27	0.00	P	Y
90007208	CONSUMERS ENERGY	100019659950		06/05/2009	06/16/2009		16.27	0.00	P	Y

VEND. INV# VENDOR INV DATE DUE DATE INV AMT AMT DUE STATUS UNLIZED?

58838 MAY 09 90007209 CONSUMERS ENERGY 06/05/2009 06/16/2009 54.12 0.00 P Y

100019658838 281-537-930.620 ELECTRIC MITTZGERALD 54.12

27239 MAY 09 90007210 CONSUMERS ENERGY 06/05/2009 06/16/2009 1,364.74 0.00 P Y

100000227239 281-537-930.620 ELECTRIC MITTZGERALD 1,364.74

3000010 MAY09 90007211 DTE ENERGY 06/05/2009 06/16/2009 174.14 0.00 P Y

463313000010 212-430-930.610 NATURAL GAS 6-09 MITTZGERALD 174.14

06-04/09 90007212 ALLTEL 06/05/2009 06/16/2009 163.03 0.00 P Y

5500489355-156 212-430-930.210 TELEPHONE MITTZGERALD 29.82

637-265-930.210 645-172-930.230 CELLULAR 59.94

281-537-930.210 CELLULAR 43.30

06-04-09 90007213 ALLTEL 06/05/2009 06/16/2009 99.03 0.00 P Y

5800496142-156 101-721-930.230 CELLULAR MITTZGERALD 24.39

249-371-930.230 261-427-930.230 CELLULAR 24.39

MAY 09 90007215 SPEEDWAY SUPERAMERICA LLC 06/05/2009 06/16/2009 6,640.17 0.00 P Y

1001181575 MAY 09 MITTZGERALD 112.75

645-172-930.660 GASOLINE 111.22

281-537-930.660 GASOLINE 316.38

212-430-930.660 GASOLINE 337.03

205-301-930.660 GASOLINE 134.98

101-257-930.660 GASOLINE 223.29

249-371-930.660 GASOLINE 98.63

101-302-930.660 GASOLINE 155.63

101-351-704.400 EDUCATION AND TRAINING 35.41

101-301-930.660 GASOLINE 1,819.24

293-689-930.660 GASOLINE 88.22

208-752-930.660 GASOLINE 378.72

210-651-700.000 COMP UNIT EXPENSES 2,828.67

041115 JUNE09 90007217 VERIZON NORTH 06/05/2009 06/16/2009 906.77 0.00 P Y

213040235631499701 MITTZGERALD 906.77

637-265-930.210 TELEPHONE 906.77

VEND. INV# VENDOR INV REF# DESCRIPTION GL DISTRIBUTION INV DATE ENTERED BY DUE DATE INV AMT AMT DUE STATUS JNLIZED?

850719 JUNE09  
 90007218 VERIFON NORTH 06/05/2009 06/16/2009 38.90 0.00 P Y  
 213040234901306506  
 637-265-930.210 TELEPHONE MFTTZGERALD 38.90

TAX OVERPMT  
 90007219 G. R. GLEISS 06/16/2009 06/23/2009 42.00 42.00 0 Y  
 TAX OVERPAYMENT CHELLMANTTEL  
 516-030-694.000 OTHER INCOME - OVER AND SHORT 42.00

06/15  
 90007220 TIMOTHY MCPHERSON 06/05/2009 06/16/2009 385.87 0.00 P Y  
 6/15/09 ADMIN, CLASS EQUIPMENT DVD PLMFTTZGERALD  
 101-332-801.020 6/15 ADMIN. 341.00  
 101-332-920.510 CLASS EQUIPMENT 44.87

6/14/09  
 90007221 PEGG, WILLIAM W 06/05/2009 06/16/2009 729.00 0.00 P Y  
 6/14 INSTRUCTED BRC CHEBOYGAN, LODGINMFTTZGERALD 621.00  
 101-332-801.030 6/14 BRC INSTRUCTED  
 101-332-930.500 LODGING RETMB. 108.00

# of Invoices: 137 # Due: 1 TOTALS: 151,510.14 42.00

----- TOTALS BY FUND -----

FUND	AMOUNT	STATUS
101	17,045.25	0.00
205	387.03	0.00
208	678.72	0.00
210	2,828.67	0.00
212	719.47	0.00
215	325.44	0.00
233	200.00	0.00
249	2,047.68	0.00
256	245.61	0.00
261	50.25	0.00
269	341.00	0.00
281	2,214.08	0.00
292	2,752.19	0.00
293	88.22	0.00
516	39,662.43	42.00
588	2,106.43	0.00
616	40.00	0.00
637	5,567.70	0.00
645	156.05	0.00
701	32,495.52	0.00
704	43,558.40	0.00

----- TOTALS BY DEPT/ACTIVITY -----

DEPT/ACTIVITY	AMOUNT	STATUS
000	115,604.55	0.00
030	111.80	42.00
131	6,711.38	0.00
133	999.06	0.00
141	2,169.57	0.00
145	875.45	0.00

VEND. INV# VENDOR INV DATE DUE DATE INV AMT AMT DUE STATUS JNLIZED?  
 INV REF# DESCRIPTION ENTERED BY  
 GL DISTRIBUTION

--- TOTALS BY DEPT/ACTIVITY (continued) ---

172				156.05	0.00	
215				395.41	0.00	
228				1,499.12	0.00	
253				40.00	0.00	
257				134.98	0.00	
265				5,567.70	0.00	
301				2,329.51	0.00	
302				215.63	0.00	
320				80.00	0.00	
331				148.63	0.00	
332				2,675.88	0.00	
351				85.32	0.00	
371				2,047.68	0.00	
427				50.25	0.00	
430				719.47	0.00	
537				2,214.08	0.00	
651				2,828.67	0.00	
662				752.19	0.00	
689				88.22	0.00	
690				200.00	0.00	
699				2,106.43	0.00	
721				24.39	0.00	
751				300.00	0.00	
752				378.72	0.00	

INVOICE REF#	VENDOR DESCRIPTION	GL DISTRIBUTION	INVOICE DATE	INVOICE DUE DATE	INVOICE AMT	AMT DUE	STATUS	JNLZD?
JULY 2009								
90004327	GARY GELOW		06/30/2009	06/23/2009	11,250.00	11,250.00	0	Y
	COURT APPT ATTY CONTRACT - JULY 2009	JOSHAW						
	101-131-801.021	COURT APPOINTED ATTORNEY FEES			11,250.00			
OVER PAY 2008								
90007007	WELER, TIMOTHY J		06/16/2009	06/23/2009	15.58	15.58	0	Y
	OVER PAY 0919000025600 2008 TAX	JVANDENBOOM						
	516-030-694.000	OTHER INCOME - OVER AND SHORT			15.58			
729146								
90007008	WILBER AUTOMOTIVE SUPPLY INC		06/05/2009	06/23/2009	34.99	34.99	0	Y
	729146 BUS WASH	EMILLER						
	588-699-726.025	SUPPLIES - JANITORIAL			34.99			
040718401								
90007009	XEROX CORPORATION		06/05/2009	06/23/2009	153.29	153.29	0	Y
	040718401 MAY	EMILLER						
	588-699-940.010	OUTSIDE CONTRACTED SERVICES			153.29			
6512950								
90007010	DUNNS		06/05/2009	06/23/2009	107.80	107.80	0	Y
	6512950 GLOVES, TRASH BAGS	EMILLER						
	588-699-726.025	SUPPLIES - JANITORIAL			107.80			
20515, 20561								
90007011	GAYLORD FORD		06/05/2009	06/23/2009	452.28	452.28	0	Y
	20515, 20561 SHERIFF #698	EMILLER						
	588-699-726.050	REPAIRS AND MAINT SUPPLIES			452.28			
2-GS93348								
90007012	TRIPLE M TIRE INC		06/05/2009	06/23/2009	312.00	312.00	0	Y
	2-GS93348 SHERIFF #698	EMILLER						
	588-699-726.050	REPAIRS AND MAINT SUPPLIES			312.00			
982412								
90007013	NORTHERN ENERGY, INC		06/05/2009	06/23/2009	534.60	534.60	0	Y
	982412 OIL-SHOP	EMILLER						
	588-699-930.660	GASOLINE			534.60			
2291480033								
90007014	SCIENTIFIC BRAKE & EQUIPMENT COMPAN		06/05/2009	06/23/2009	38.20	38.20	0	Y
	2291480033 SHOP	EMILLER						
	588-699-726.050	REPAIRS AND MAINT SUPPLIES			38.20			
500362								
90007015	JIMS ALPINE AUTOMOTIVE		06/05/2009	06/23/2009	198.95	198.95	0	Y
	500362 SHERIFF #698	EMILLER						
	588-699-726.050	REPAIRS AND MAINT SUPPLIES			198.95			

VEND. INV# VENDOR INV DATE DUE DATE INV AMT AMT DUE STATUS JNLIZED?  
 INV REF# DESCRIPTION ENTERED BY  
 GL DISTRIBUTION

502624, 502690  
 90007017 JIMS ALPINE AUTOMOTIVE 06/05/2009 06/23/2009 82.63 82.63 0 Y  
 502624, 502690 SHERIFF #698; SHOP MILLER  
 588-699-726.050 REPAIRS AND MAINT SUPPLIES 82.63

502162  
 90007022 JIMS ALPINE AUTOMOTIVE 06/05/2009 06/23/2009 97.49 97.49 0 Y  
 502162 SHERIFF #698 MILLER  
 588-699-726.050 REPAIRS AND MAINT SUPPLIES 97.49

502766  
 90007026 JIMS ALPINE AUTOMOTIVE 06/05/2009 06/23/2009 97.51 97.51 0 Y  
 502766 SHERIFF #698; SHOP MILLER  
 588-699-726.050 REPAIRS AND MAINT SUPPLIES 97.51

620591541  
 90007032 ADVANCE AUTO PARTS 06/05/2009 06/23/2009 15.92 15.92 0 Y  
 620591541 SHERIFF #698 MILLER  
 588-699-726.050 REPAIRS AND MAINT SUPPLIES 15.92

716267-40  
 90007060 COY FIRE PROTECTION, LLC 06/05/2009 06/23/2009 250.00 250.00 0 Y  
 716267-40 FIRE INSPECTION MILLER  
 588-699-940.010 OUTSIDE CONTRACTED SERVICES 250.00

0801, 0802  
 90007061 IMPREST CASH, OTSEGO COUNTY BUS SYS 06/05/2009 06/23/2009 28.98 28.98 0 Y  
 0801 PEMS; 0802 SHOP MILLER  
 588-699-726.000 SUPPLIES - GENERAL 8.99  
 588-699-726.050 REPAIRS AND MAINT SUPPLIES 19.99

SUPPLYS  
 90007067 DUNNS 06/05/2009 06/23/2009 379.23 379.23 0 Y  
 SUPPLIES INV#649410-0 & 649791-0 & 650JVANDENBOOM  
 516-253-726.000 SUPPLIES - GENERAL 94.81  
 616-253-726.000 SUPPLIES - GENERAL 94.81  
 617-253-726.000 SUPPLIES - GENERAL 94.81  
 101-253-726.000 SUPPLIES - GENERAL 94.80

TONER LEXMARK  
 90007068 OFFICE DEPOT INC 06/05/2009 06/23/2009 440.33 440.33 0 Y  
 LEXMARK TONER 4 JVANDENBOOM  
 516-253-726.000 SUPPLIES - GENERAL 220.16  
 617-253-726.000 SUPPLIES - GENERAL 220.17

3-1003312; \*\*3-  
 90007070 VALLEY TRUCK PARTS 06/05/2009 06/23/2009 55.70 55.70 0 Y  
 3-1003312; \*\*3-1003322 #6 MILLER  
 588-699-726.050 REPAIRS AND MAINT SUPPLIES 55.70

INVOICE#	VENDOR	DESCRIPTION	GL DISTRIBUTION	INV DATE	ENTERED BY	DUE DATE	INV AMT	AMT DUE	STATUS	JNLIZED?
3-1003319	VALLEY TRUCK PARTS			06/05/2009	06/23/2009	38.78	38.78	0	Y	
90007071	3-1003319 #6			06/05/2009	06/23/2009	38.78	38.78	0	Y	
21829	588-699-726.050	REPAIRS AND MAINT SUPPLIES				38.78				
90007072	JIM WERNIG INC			06/05/2009	06/23/2009	265.80	265.80	0	Y	
21829	21829 WHITE TAHOE			06/05/2009	06/23/2009	265.80	265.80	0	Y	
588-699-726.050		REPAIRS AND MAINT SUPPLIES				265.80				
0314273383	TRACTOR SUPPLY CO-DEPT 30-120262666			06/05/2009	06/23/2009	8.95	8.95	0	Y	
90007074	0314273383 #6			06/05/2009	06/23/2009	8.95	8.95	0	Y	
588-699-726.050		REPAIRS AND MAINT SUPPLIES				8.95				
35846; 66755	CASE CREDIT			06/05/2009	06/23/2009	54.56	54.56	0	Y	
90007075	35846 SHOP; 66755 #6			06/05/2009	06/23/2009	54.56	54.56	0	Y	
588-699-726.050		REPAIRS AND MAINT SUPPLIES				54.56				
502909	JIMS ALPINE AUTOMOTIVE			06/05/2009	06/23/2009	60.97	60.97	0	Y	
90007076	502909 SHOP & #6			06/05/2009	06/23/2009	60.97	60.97	0	Y	
588-699-726.050		REPAIRS AND MAINT SUPPLIES				60.97				
502236; 503065	JIMS ALPINE AUTOMOTIVE			06/05/2009	06/23/2009	25.22	25.22	0	Y	
90007077	502236 SHERIFF #698; 503065 SHOP			06/05/2009	06/23/2009	25.22	25.22	0	Y	
588-699-726.050		REPAIRS AND MAINT SUPPLIES				25.22				
AMF-2009-154	MI PUBLIC EMPLOYER LABOR REL. ASSOC			06/23/2009	06/23/2009	25.00	25.00	0	Y	
90007105	ANNUAL DUES			06/23/2009	06/23/2009	25.00	25.00	0	Y	
643-270-930.600		MEMBERSHIP AND DUES				25.00				
10981	HOWARD I SHIFMAN PC			06/23/2009	06/23/2009	184.00	184.00	0	Y	
90007106	LEGAL SERVICES			06/23/2009	06/23/2009	184.00	184.00	0	Y	
260-270-801.020		PROFESSIONAL				23.00				
260-130-801.025		PROFESSIONAL SVCS				161.00				
05/31/2009	NORTHERN MICHIGAN REVIEW			06/12/2009	06/23/2009	41.70	41.70	0	Y	
90007123	05/31/2009 BUS STOP; MEMORIAL DAY			06/12/2009	06/23/2009	41.70	41.70	0	Y	
588-699-930.300		ADVERTISING				41.70				
6516910	DUNNS			06/12/2009	06/23/2009	45.00	45.00	0	Y	
90007124	6516910 FILE BOXES			06/12/2009	06/23/2009	45.00	45.00	0	Y	
588-699-726.000		SUPPLIES - GENERAL				45.00				

VENDE. INV#	VENDOR DESCRIPTION	GL DISTRIBUTION	INV DATE	DUE DATE	INV AMT	AMT DUE	STATUS	JNLIZED?
74710026	JOHNSON OIL COMPANY		06/12/2009	06/23/2009	8,687.08	8,687.08	0	Y
90007125	74710026 MAY							
	588-699-930.660	GASOLINE			8,687.08			
502466, 503090	JIMS ALPINE AUTOMOTIVE		06/12/2009	06/23/2009	149.16	149.16	0	Y
90007126	502466 AIRPORT: 503090 SHERIFF #697							
	588-699-726.050	REPAIRS AND MAINT SUPPLIES			149.16			
06/01/2009	ESPAR OF MICHIGAN INC		06/12/2009	06/23/2009	12.28	12.28	0	Y
90007127	06/01/2009 REMAINING BALANCE							
	588-699-726.050	REPAIRS AND MAINT SUPPLIES			12.28			
9141	NEW CENTURY SIGNS		06/12/2009	06/23/2009	42.90	42.90	0	Y
90007128	9141 WHITE TAHOE #1							
	588-699-940.010	OUTSIDE CONTRACTED SERVICES			42.90			
112553595	AIRGAS GREAT LAKES		06/12/2009	06/23/2009	199.76	199.76	0	Y
90007129	112553595 OXYGEN							
	588-699-726.050	REPAIRS AND MAINT SUPPLIES			199.76			
3305041; 330513	MID STATES BOLT & SCREW CO		06/12/2009	06/23/2009	27.16	27.16	0	Y
90007130	3305041; 3305132 SHOP SUPPLIES							
	588-699-726.050	REPAIRS AND MAINT SUPPLIES			27.16			
503063; 503324	JIMS ALPINE AUTOMOTIVE		06/12/2009	06/23/2009	161.12	161.12	0	Y
90007131	503063; 503324 SHOP							
	588-699-726.050	REPAIRS AND MAINT SUPPLIES			161.12			
503199; 503448	JIMS ALPINE AUTOMOTIVE		06/12/2009	06/23/2009	80.46	80.46	0	Y
90007132	503199 SHOP: 503448 #21							
	588-699-726.050	REPAIRS AND MAINT SUPPLIES			80.46			
503442; 503503	JIMS ALPINE AUTOMOTIVE		06/12/2009	06/23/2009	116.70	116.70	0	Y
90007133	503442 OCBS & SH. DEPT:							
	588-699-726.050	REPAIRS AND MAINT SUPPLIES			116.70			
TAX OVERPMT	CHRISTMAS, KIMBERLY		06/15/2009	06/23/2009	11.50	11.50	0	Y
900071214	TAX OVER PAYMENT							
	516-030-694.000	OTHER INCOME - OVER AND SHORT			11.50			

VEND. INV#	VENDOR	INVOICE DATE	INVOICE DUE DATE	INVOICE AMT	AMOUNT DUE	STATUS	JNLZD?
90007216	SCHMIDT, DOROTHY	06/15/2009	06/23/2009	18.61	18.61	0	Y
TAX OVERPMT							
516-030-694.000		OTHER INCOME - OVER AND SHORT		18.61			
SHIPPING							
90007222	IMPREST CASH OTSEGO COUNTY CLERK	06/16/2009	06/23/2009	10.75	10.75	0	Y
SHIPPING FILM		SDEFYTER					
101-215-930.450		SHIPPING AND MAILING		10.75			
6-6-09							
90007223	WAYNE ISBELL	06/17/2009	06/23/2009	16.00	16.00	0	Y
TRANSPORT 06/02/09		MEITZGERALD					
101-134-940.010		OUTSIDE CONTRACTED SERVICES		16.00			
1450							
90007224	EDNA MDDAUGH	06/17/2009	06/23/2009	13.90	13.90	0	Y
RESITUTION 08-120		MEITZGERALD					
701-000-271.148		RESITUTIONS PAYABLE-PRRT CT		13.90			
05-14-09							
90007225	KERRI S SCHRODER, PHD	06/17/2009	06/23/2009	300.00	300.00	0	Y
PSYCH EVAL		MEITZGERALD					
292-662-940.010		OUTSIDE CONTRACTED SERVICES		300.00			
05-27-09							
90007226	CATHERINE ISBELL	06/17/2009	06/23/2009	36.00	36.00	0	Y
TRANSPORT 5-15-09		MEITZGERALD					
292-662-930.830		SVCS OF CARE GIVER		12.00			
292-662-930.500		TRAVEL		24.00			
5-27-09							
90007227	WAYNE ISBELL	06/17/2009	06/23/2009	12.00	12.00	0	Y
TRANSPORT 5-15-09		MEITZGERALD					
292-662-930.830		SVCS OF CARE GIVER		12.00			
6-8-09							
90007228	WAYNE ISBELL	06/17/2009	06/23/2009	12.00	12.00	0	Y
TRANSPORT 06/02/09		MEITZGERALD					
292-662-930.830		SVCS OF CARE GIVER		12.00			
06-08-09							
90007229	CATHERINE ISBELL	06/17/2009	06/23/2009	36.00	36.00	0	Y
TRANSPORT 06-02/09		MEITZGERALD					
292-662-930.500		TRAVEL		24.00			
292-662-930.830		SVCS OF CARE GIVER		12.00			
5/27/09							
90007230	WAYNE ISBELL	06/17/2009	06/23/2009	24.00	24.00	0	Y
TRANSPORT 05-15-09		MEITZGERALD					
101-134-940.010		OUTSIDE CONTRACTED SERVICES		24.00			

VEND. INV#	VENDOR DESCRIPTION	GL DISTRIBUTION	INV DATE	ENTERED BY	DUE DATE	INV AMT	AMT DUE	STATUS	JNLIZED?
1-0078-09	SAULT STE MARIE TRIBE - CHIPPEWA IN		06/17/2009		06/23/2009	2,160.00	2,160.00	0	Y
90007231	PLACEMENT 5/10-5/28	MFTTZGERALD							
	292-662-930.810	OTHER INSTITUTIONS				2,160.00			
1-0083-09	SAULT STE MARIE TRIBE - CHIPPEWA IN		06/17/2009		06/23/2009	1,440.00	1,440.00	0	Y
90007232	PLACEMENT 5/15-5/27	MFTTZGERALD							
	292-662-930.810	OTHER INSTITUTIONS				1,440.00			
1401	ROSCOMON COUNTY		06/17/2009		06/23/2009	790.00	790.00	0	Y
90007233	PLACEMENT 5/26-5/31	MFTTZGERALD							
	292-662-930.810	OTHER INSTITUTIONS				790.00			
1451	OTSEGO CLUB & RESORT		06/17/2009		06/23/2009	50.00	50.00	0	Y
90007234	RESTITUTION 07/175	MFTTZGERALD							
	701-000-271.148	RESTITUTIONS PAYABLE-PRBT CT				50.00			
6/8/09	WAYNE ISBELL		06/17/2009		06/23/2009	12.00	12.00	0	Y
90007235	TRANSPORT 5/26/09	MFTTZGERALD							
	292-662-930.830	SVCs OF CARE GIVER				12.00			
6/8/09	CATHERINE ISBELL		06/17/2009		06/23/2009	36.00	36.00	0	Y
90007236	TRANSPORT 5/26/09	MFTTZGERALD							
	292-662-930.500	TRAVEL				24.00			
	292-662-930.830	SVCs OF CARE GIVER				12.00			
6-6-09	CATHERINE ISBELL		06/17/2009		06/23/2009	60.40	60.40	0	Y
90007237	TRANSPORT 05/26/09	MFTTZGERALD							
	101-134-940.010	OUTSIDE CONTRACTED SERVICES				12.00			
	101-134-930.500	TRAVEL				48.40			
6/6/09	WAYNE ISBELL		06/17/2009		06/23/2009	12.00	12.00	0	Y
90007238	TRANSPORT 5/26/09	MFTTZGERALD							
	101-134-940.010	OUTSIDE CONTRACTED SERVICES				12.00			
6/6/09	CATHERINE ISBELL		06/17/2009		06/23/2009	52.70	52.70	0	Y
90007239	TRANSPORT 5/31/09	MFTTZGERALD							
	101-134-930.500	TRAVEL				40.70			
	101-134-940.010	OUTSIDE CONTRACTED SERVICES				12.00			

VEND. INV# 90007244  
 INV REF# 90007244  
 GL DISTRIBUTION

JUNE 09  
 90007244  
 WAYNE ISBELL  
 TRANSPORT 5/31/09  
 101-134-940.010

6/2/09  
 90007241  
 CATHERINE ISBELL  
 TRANSPORT 06/02/09  
 101-134-930.500  
 101-134-940.010

5-25-09  
 90007242  
 CATHERINE ISBELL  
 TRANSPORT 5/15/09  
 101-134-940.010  
 101-134-930.500

1067 & 1128  
 90007243  
 CHLD & FAMILY SERVICES  
 PLACEMENT 4/14-5/10  
 292-662-930.810

01225920095  
 90007244  
 REDWOOD TOXICOLOGY LABORATORY INC  
 DRUG TESTS  
 292-662-801.030  
 101-133-726.000

2859  
 90007245  
 HEALTH DEPT. OF NORTHWEST MI  
 3RD QTR APPROP. 2009  
 101-601-940.010

6/15/09  
 90007246  
 OSCODA REGION II ACCOUNTING  
 MAY 2009  
 101-961-999.000

168075  
 90007247  
 CUMMINGS, MCGLOREY, DAVIS &  
 168075  
 260-130-801.025

09/10 DUES  
 90007248  
 MACCPA  
 CPA DUES  
 645-201-930.600

INVOICE #	DESCRIPTION	INVOICE DATE	DUPLICATE DATE	AMOUNT	DUPLICATE AMOUNT	STATUS	INITIALIZED?
90007244	WAYNE ISBELL TRANSPORT 5/31/09 101-134-940.010	06/17/2009	06/23/2009	12.00	12.00	0	Y
90007241	CATHERINE ISBELL TRANSPORT 06/02/09 101-134-930.500 101-134-940.010	06/17/2009	06/23/2009	93.50	93.50	0	Y
90007242	CATHERINE ISBELL TRANSPORT 5/15/09 101-134-940.010 101-134-930.500	06/17/2009	06/23/2009	108.50	108.50	0	Y
90007243	CHLD & FAMILY SERVICES PLACEMENT 4/14-5/10 292-662-930.810	06/17/2009	06/23/2009	4,493.34	4,493.34	0	Y
90007244	REDWOOD TOXICOLOGY LABORATORY INC DRUG TESTS 292-662-801.030 101-133-726.000	06/17/2009	06/23/2009	826.50	826.50	0	Y
90007245	HEALTH DEPT. OF NORTHWEST MI 3RD QTR APPROP. 2009 101-601-940.010	06/17/2009	06/23/2009	50,588.25	50,588.25	0	Y
90007246	OSCODA REGION II ACCOUNTING MAY 2009 101-961-999.000	06/17/2009	06/23/2009	167.46	167.46	0	Y
90007247	CUMMINGS, MCGLOREY, DAVIS & 168075 260-130-801.025	06/17/2009	06/23/2009	1,235.00	1,235.00	0	Y
90007248	MACCPA CPA DUES 645-201-930.600	06/17/2009	06/23/2009	230.00	230.00	0	Y

VEND. INV# VENDOR DESCRIPTION GL DISTRIBUTION INV DATE DUE DATE INV AMT AMT DUE STATUS UNLIZED?

PH85515 90007249 CDM GOVERNMENT INC 06/17/2009 06/23/2009 1,091.00 1,091.00 0 Y

UPDATES 101-131-726.000 SUPPLIES - GENERAL 218.20  
 101-228-726.000 SUPPLIES - GENERAL 872.80

651418 90007250 DUNNS 06/17/2009 06/23/2009 69.98 69.98 0 Y

651418 90007250 DUNNS 06/17/2009 06/23/2009 69.98 69.98 0 Y

651469 90007251 DUNNS 06/17/2009 06/23/2009 69.98 69.98 0 Y

6/09 90007252 BARBARA SHIPPILL 06/17/2009 06/23/2009 42.40 42.40 0 Y

REIMB FOR UNIFORM PANTS 261-427-726.046 SUPPLIES - UNIFORM/ACC 42.40

3120051679 90007253 STAPLES BUSINESS ADVANTAGE 06/17/2009 06/23/2009 49.22 49.22 0 Y

MANILA FOLDERS, STAPLER, PENS, BINDERMEITZGERALD 7.28  
 101-101-726.000 MANILA FOLDERS 5.58  
 101-101-726.000 BIC PENS 12.30  
 101-101-726.000 PILOT PRECISE PENS 4.26  
 101-101-726.000 BINDER CLIPS 19.80  
 645-270-726.000 SWINGLINE STAPLER

APR/MAY 09 90007254 DR. DONNA SIMONS 06/17/2009 06/23/2009 2,965.00 2,965.00 0 Y

STERILIZATION APRIL AND MAY 2009 MEITZGERALD 2,965.00  
 212-430-930.980 STERILIZATION

118359-1 90007255 MED-VET INTERNATIONAL 06/17/2009 06/23/2009 658.26 658.26 0 Y

VACINES FOR DOGS AND CAT INV# 118359-MEITZGERALD 658.26  
 212-430-726.035 VACINES

905130374 90007256 SYSCO - GRAND RAPIDS 06/17/2009 06/23/2009 2,018.43 2,018.43 0 Y

INV #905130374 GROCERY MEITZGERALD 1,688.43  
 101-351-930.700 GROCERY 330.00  
 101-351-726.025 TOILET PAPER

3/31-5/2609 90007257 SPARTAN STORES LLC 06/17/2009 06/23/2009 608.14 608.14 0 Y

3/31 THRU 5/26/09 GROCERY MEITZGERALD 608.14  
 101-351-930.700 GROCERY

INVOICE REF#	VENDOR DESCRIPTION	GL DISTRIBUTION	INVTY REF#	INVTY DESCRIPTION	INVTY QTY	INVTY UNIT	INVTY AMT	INVTY DUE	STATUS	JNLZD?
1094	FUN COUNTRY EMBROIDERY						702.78	702.78	0	Y
90007258	911 UNIFORM SHIRTS						702.78	702.78	0	Y
261-427-726.046							702.78	702.78	0	Y
27862	GASLIGHT MEDIA						200.00	200.00	0	Y
90007259	UC MAN CONNECTIVITY 911 TO COURTHOUSE						200.00	200.00	0	Y
261-427-920.410							200.00	200.00	0	Y
MAY 009	WTNN TELECOM						60.70	60.70	0	Y
90007260	9897326108						60.70	60.70	0	Y
261-427-930.210							60.70	60.70	0	Y
01-2009	BRUCE SCOTT						200.00	200.00	0	Y
90007261	01-2009 INITIAL INSPECTION, SPECS/COSMETIC						200.00	200.00	0	Y
233-690-940.010							200.00	200.00	0	Y
96951	GAYLORD VETERINARY SERVICES						101.00	101.00	0	Y
90007262	# 12 OF 5-22-09 INV # 96951 CAT TESTMENT						100.00	100.00	0	Y
212-430-930.980							1.00	1.00	0	Y
212-430-726.035							1.00	1.00	0	Y
APR/ MAY 09	DR. DONNA SIMMONS						460.50	460.50	0	Y
90007263	MEDICAL SERVICES AND SUPPLIES APRIL						120.50	120.50	0	Y
212-430-930.471							340.00	340.00	0	Y
212-430-726.035							340.00	340.00	0	Y
6/8/09	SNOPE, EDWARD						513.00	513.00	0	Y
90007264	6/8 INSTRUCTED BRC GAYLORD \$513						513.00	513.00	0	Y
101-332-801.030							513.00	513.00	0	Y
6/8/09	TIMOTHY MCPHERSON						1,557.38	1,557.38	0	Y
90007265	6/8 INSTRUCTED BRC GAYLORD, ADMIN, UTM						688.50	688.50	0	Y
101-332-801.030							760.00	760.00	0	Y
101-332-801.020							108.88	108.88	0	Y
6/8/09	MIKE JAROSZ						1,046.29	1,046.29	0	Y
90007266	6/8/09 INSTRUCTED BRC SOO, RANGE SET						553.50	553.50	0	Y
101-332-801.030							135.00	135.00	0	Y
101-332-801.020							137.60	137.60	0	Y
101-332-920.400							72.32	72.32	0	Y
101-332-930.660							70.42	70.42	0	Y
101-332-726.000							77.45	77.45	0	Y

VEN#	INV#	VENDOR DESCRIPTION	GL DISTRIBUTION	INV DATE	ENTERED BY	DUE DATE	INV AMT	AMT DUE	STATUS	JNLIZED?
729266249		CINTRA CORP		06/17/2009		06/23/2009	44.59	44.59	0	Y
90007267		5/25/2009 REF 729266249								
		281-537-940.010	CARPET CLEANING				44.59			
20732		NORTHERN PUMP SERVICE		06/17/2009		06/23/2009	551.13	551.13	0	Y
90007268		PUMP MTRCE 5/11/2009								
		281-537-920.400	PUMP MTRCE				551.13			
90526155737		ALPINE COMPUTERS		06/17/2009		06/23/2009	16.99	16.99	0	Y
90007269		EMEC CORDS 5/26/2009								
		281-537-726.000	10 FT CORDS				16.99			
015-54627		BRIDGEWAY POWER		06/17/2009		06/23/2009	98.77	98.77	0	Y
90007270		INV # 015-54627; EXTRACTOR FAN								
		281-537-920.400	MENS RM EXTRACTOR FAN				98.77			
75564688		APPLIED INDUSTRIAL TECHNOLOGIES		06/17/2009		06/23/2009	8.80	8.80	0	Y
90007271		ROLLER CHAIN PART INV#75564688								
		281-537-920.400	ROLLER CHAIN PART				8.80			
2200057850		TCI TIRE CENTERS		06/17/2009		06/23/2009	300.00	300.00	0	Y
90007272		INV # 2200057850 6 X TIRES; TOM & PLOWITTGERALD								
		281-537-726.000	TIRES				300.00			
728282	728299	WILBER AUTOMOTIVE SUPPLY INC		06/17/2009		06/23/2009	36.53	36.53	0	Y
90007273		728282 728299; VEHICLE PARTS								
		281-537-920.400	VEHICLE PARTS				36.53			
14117214	MAY	NORTHERN MICHIGAN REVIEW		06/17/2009		06/23/2009	286.50	286.50	0	Y
90007274		ACCT 14117214 MAY REPAIR MARKETING								
		233-690-930.300	ACCT 14117214 ADS				286.50			
79018		MID NORTH PRINTING INC		06/17/2009		06/23/2009	549.99	549.99	0	Y
90007275		1,000 DIRECTORY								
		101-101-930.300	1,000 DIRECTORY				549.99			
390014910836		IDEARC MEDIA CORP		06/17/2009		06/23/2009	27.00	27.00	0	Y
90007276		#390014910836 VERIZON MONTHLY WHITE PFWITTGERALD								
		101-301-940.010	SHERIFF TX LISTINGS				13.50			
		101-351-920.410	TAIL TX LISTINGS				13.50			

INVOICE REF#	VENDOR DESCRIPTION	GL DISTRIBUTION	INVOICE DATE	ENTERED BY	INVOICE DATE	DUE DATE	INVOICE AMT	AMOUNT DUE	STATUS	JOURNALIZED?
37004	GAYLORD FORD		06/17/2009		06/23/2009		584.69	584.69	0	Y
90007277	INV#37004 VEH#693 PARTS-LABOR TO REPAIR	MITTGERALD								
	101-301-726.050	REPLACE ENGINE COOLING FAN					584.69			
79052	MID NORTH PRINTING INC		06/17/2009		06/23/2009		126.70	126.70	0	Y
90007278	FIELD CORRECTION NOTICES									
	249-371-726.000	FIELD CORRECTION NOTICES					126.70			
649213	DUNNS		06/17/2009		06/23/2009		66.79	66.79	0	Y
90007279	ENVELOPES & CLIPBOARD	649213								
	249-371-726.000	ENVELOPES & CLIPBOARD					66.79			
06/04/09	ALLTEL		06/17/2009		06/23/2009		130.33	130.33	0	Y
90007280	1400809453-156	MITTGERALD								
	249-371-930.230	INSPECTORS CELL PHONES					130.33			
5/27-6/10/09	LAVERN W. SCHLAUD		06/17/2009		06/23/2009		435.00	435.00	0	Y
90007281	CONTRACTED INSPECTOR									
	249-371-801.020	CONTRACTED INSPECTOR					435.00			
BURIAL-6/15/09	JULIAINE JOHNSON		06/17/2009		06/23/2009		300.00	300.00	0	Y
90007282	COUNTY BURIAL ALLOWANCE \$300	VETERAN, MITTGERALD								
	101-681-930.960	CO BURIAL ALLOWANCE					300.00			
4263	RAINBOW PLAQUE CO		06/17/2009		06/23/2009		18.00	18.00	0	Y
90007283	INVOICE 4263, ENGRAVED 6 PLAQUES	MITTGERALD								
	101-332-940.010 DONAT	ENGRAVE 6 PLAQUES					18.00			
1702	INTERIOR DESIGN OPTIONS		06/17/2009		06/23/2009		456.00	456.00	0	Y
90007284	AIRPORT	MITTGERALD								
	499-901-970.300	PROPERTY - IMPROVEMENTS					456.00			
9/4-9/17	TRACEY M ALLEN, PHD		06/17/2009		06/23/2009		1,860.00	1,860.00	0	Y
90007285	COURT ORDERED COUNSELLING	MITTGERALD								
	101-166-940.010	OUTSIDE CONTRACTED SERVICES					1,860.00			
5500971668	PITNEY BOWES, INC-SUPPLIES		06/17/2009		06/23/2009		191.22	191.22	0	Y
90007286	5500971668 RED INK FOR POSTAGE MACHINERY	MITTGERALD								
	101-000-103.000	POSTAGE INVENTORY					191.22			

VEND. INV# VENDOR INV DATE DUE DATE INV AMT AMT DUE STATUS UNLIZED?  
 INV REF# DESCRIPTION ENTERED BY  
 GL DISTRIBUTION

JUNE 2009  
 90007287 ADVANCED BENEFIT SOLUTIONS, INC. 06/17/2009 06/23/2009 23.75 23.75 0 Y  
 COBRA ADMIN FEES JUNE 09 MITTZGERALD  
 101-131-704.110 HOSPITALIZATION 12.80  
 101-133-704.110 HOSPITALIZATION 0.95  
 101-136-704.110 HOSPITALIZATION 0.95  
 292-662-704.110 HOSPITALIZATION 2.40  
 101-141-704.110 HOSPITALIZATION 4.86  
 215-141-704.110 HOSPITALIZATION 0.84  
 101-148-704.110 HOSPITALIZATION 0.95

06-01-09  
 90007288 87- A DISTRICT 06/17/2009 06/23/2009 566.98 566.98 0 Y  
 MAY 09 CREDIT CARD FEES MITTZGERALD  
 101-131-930.150 SERVICE CHARGES 566.98

CONF FEE 09  
 90007289 MPJA 06/17/2009 06/23/2009 190.00 190.00 0 Y  
 2009 CONFERENCE FEE JUDGE COOPER MITTZGERALD  
 101-131-704.400 EDUCATION AND TRAINING 190.00

7218387  
 90007290 QUILL CORPORATION 06/17/2009 06/23/2009 24.42 24.42 0 Y  
 PRINTER RIBBONS MITTZGERALD  
 101-131-726.000 SUPPLIES - GENERAL 24.42

7155873  
 90007291 QUILL CORPORATION 06/17/2009 06/23/2009 322.14 322.14 0 Y  
 TONER CARTRIDGES, PENS, PRINTER RIBBONS MITTZGERALD  
 101-131-726.000 SUPPLIES - GENERAL 322.14

79-4844-MT  
 90007292 RICHARD PERSTINGER 06/17/2009 06/23/2009 75.00 75.00 0 Y  
 DEFERMENT HEARING MITTZGERALD  
 101-131-801.022 PROBATE ATTORNEY FEES 75.00

651374-0  
 90007293 DUNNS 06/17/2009 06/23/2009 140.52 140.52 0 Y  
 651374 LEIN TELETYPE PAPER MITTZGERALD  
 101-131-726.000 SUPPLIES - GENERAL 140.52

115039078-0609  
 90007294 CORECOMM 06/17/2009 06/23/2009 21.95 21.95 0 Y  
 JUNE 2009 INTERNET ACCESS MITTZGERALD  
 101-131-930.210 TELEPHONE 21.95

CEO 2009  
 90007295 STATE OF MICHIGAN 06/17/2009 06/23/2009 30.00 30.00 0 Y  
 CEO CERTIFICATION CHUDZINSKI, JULIE MITTZGERALD  
 101-131-930.600 MEMBERSHIP AND DUES 30.00

VEND. INV# VENDOR INV DATE DUE DATE INV AMT AMT DUE STATUS UNLIZED?  
 INV REF# DESCRIPTION ENTERED BY

09-47825-ST-3  
 90007296 87-A DISTRICT COURT 06/17/2009 06/23/2009 9.10 9.10 0 Y  
 WITNESS FEE REIMBURSEMENT  
 101-131-930.940 WITNESS SERVICES 9.10

09-8105-GA  
 90007297 MARGARET MONACO 06/17/2009 06/23/2009 30.00 30.00 0 Y  
 PUBLIC GUARDIAN MFTZGERALD  
 101-131-930.830 SVCS OF CARE GIVER 30.00

589816  
 90007298 INSTITUTE OF CONTINUING LEGAL EDUCA 06/17/2009 06/23/2009 62.50 62.50 0 Y  
 2009 CIVIL JURY INSTRUCTIONS MFTZGERALD  
 101-131-726.200 BOOKS AND PERIODICALS 62.50

588672  
 90007299 INSTITUTE OF CONTINUING LEGAL EDUCA 06/17/2009 06/23/2009 92.50 92.50 0 Y  
 09 SUPP MI FAMILY LAW MFTZGERALD  
 101-141-726.000 SUPPLIES - GENERAL 78.62  
 215-141-726.000 SUPPLIES - GENERAL 13.88

MORSE 6/11/09  
 90007300 CRYSTAL MOUNTAIN 06/17/2009 06/23/2009 225.05 225.05 0 Y  
 MORSE PREPAY HOTEL DISTRICT JUDGE CONNITZGERALD  
 101-131-930.500 TRAVEL 225.05

746-JULY 09  
 90007301 MICHIGAN ASSOCIATION OF COUNTIES 06/17/2009 06/23/2009 26,922.55 26,922.55 0 Y  
 05914/746 JUNE 28-JULY 28 2009 MFTZGERALD  
 704-000-231.261 HEALTH CARE CONTRIBS COURT 1,288.17  
 101-131-704.110 HOSPITALIZATION 12,720.94  
 101-133-704.110 HOSPITALIZATION 551.80  
 101-136-704.110 HOSPITALIZATION 1,241.58  
 292-662-704.110 HOSPITALIZATION 2,097.71  
 101-141-704.110 HOSPITALIZATION 6,179.74  
 215-141-704.110 HOSPITALIZATION 1,090.54  
 101-148-704.110 HOSPITALIZATION 1,489.89  
 704-000-231.261 HEALTH CARE CONTRIBS COURT 262.18

000-JULY 2009  
 90007302 MICHIGAN ASSOCIATION OF COUNTIES 06/17/2009 06/23/2009 2,520.56 2,520.56 0 Y  
 31059-000 JUNE 28- JULY 28 2009 MFTZGERALD  
 704-000-231.261 HEALTH CARE CONTRIBS COURT 121.43  
 704-000-231.261 HEALTH CARE CONTRIBS COURT 60.19  
 101-131-704.110 HOSPITALIZATION 1,928.56  
 292-662-704.110 HOSPITALIZATION 410.38

080522 JUNE 09  
 90007304 VERIZON NORTH 06/17/2009 06/23/2009 61.49 61.49 0 Y  
 213040216955843903 MFTZGERALD  
 101-131-930.210 TELEPHONE 61.49

VEND, INV# VENDOR INV DATE DUE DATE INV AMT AMT DUE STATUS UNLIZED?  
 INV REF# DESCRIPTION ENTERED BY  
 GL DISTRIBUTION

PFW0236  
 90007305 CDW GOVERNMENT INC 06/17/2009 06/23/2009 509.78 509.78 0 Y  
 2 OFFICE 2007 LIC ROGERS/CRUZ MFTZGERALD  
 101-131-970.450 PROPERTY - SOFTWARE 509.78

1006988-2009053  
 90007306 ACCURINT 06/17/2009 06/23/2009 21.60 21.60 0 Y  
 MAY 09 SKIP TRACING FEES MFTZGERALD  
 101-131-940.010 OUTSIDE CONTRACTED SERVICES 2.25  
 101-141-940.010 OUTSIDE CONTRACTED SERVICES 16.45  
 215-141-940.010 OUTSIDE CONTRACTED SERVICES 2.90

3120567730  
 90007307 STAPLES BUSINESS ADVANTAGE 06/17/2009 06/23/2009 163.37 163.37 0 Y  
 FAX CARTRIDGES GLOVES STENO NOTEBOOKSMFTZGERALD  
 101-131-726.000 SUPPLIES - GENERAL 163.37

901-JULY 2009  
 90007308 MICHIGAN ASSOCIATION OF COUNTIES 06/17/2009 06/23/2009 1,730.81 1,730.81 0 Y  
 31059-901 JUNE 28-JULY 28 2009 MFTZGERALD  
 101-131-940.110 HOSPITALIZATION/DENTAL 1,730.81

14367  
 90007309 CMP DISTRIBUTORS 06/17/2009 06/23/2009 560.00 560.00 0 Y  
 INV# 14367 TWO CASES 357 AMMO + SHIPMFTZGERALD  
 101-301-726.000 SHERIFF PORTION AMMO 252.00  
 101-302-726.000 CIVIL PORTION AMMO 56.00  
 101-351-726.000 CORRECTIONS PORTION 252.00

MAY 09  
 90007310 IMPREST CASH, OTSEGO COUNTY SHERIFF 06/17/2009 06/23/2009 136.78 136.78 0 Y  
 MAY IMPREST CASH CHARGES MFTZGERALD  
 101-301-726.000 BATTERIES/AIR FRESHNER 22.88  
 101-301-930.450 POSTAGE-SHIP PARCEL 6901 1.85  
 101-301-930.500 EMPL MEALS-INMATE TRNSPTS 34.00  
 101-302-726.000 PUSH PINS/AIR FRESHNER 4.68  
 101-320-704.400 EMPL MEALS/IN-SERV TRNG 30.00  
 101-351-704.400 EMPL MEAL/IN-SERV TRNG 6.00  
 101-351-726.000 BATTS/POST ITS/TRIMMERS 33.57  
 595-351-726.000 STAMPS/INMTE MAIL OVR 102 3.80

64858 649582  
 90007311 DUNNS 06/17/2009 06/23/2009 51.02 51.02 0 Y  
 ACCT 406, INV, 649582-0, 650507-0, 64MFTZGERALD  
 101-267-726.000 DUSTER, BOXES, PH. PADS 51.02

B0529074  
 90007312 PROSECUTING ATTORNEYS ASSOCIATION M 06/17/2009 06/23/2009 101.67 101.67 0 Y  
 INV, B 0529-074; DATE 5-29-09 MFTZGERALD  
 101-267-726.000 ID BADGE W/CASE FOR VELLA 101.67

VEND. INV# VENDOR INV DATE DUE DATE INV AMT AMT DUE STATUS JNLIZED?  
 INV REF# DESCRIPTION ENTERED BY  
 GL DISTRIBUTION

1137357  
 90007313 MAXIMUM SECURITY 06/17/2009 06/23/2009 89.85 89.85 0 Y  
 INV. 1137357; DATE 6-5-09 MITTZGERALD  
 101-267-920.410 JUL - SEPT ALARM MONITOR 89.85

818420474  
 90007314 WEST PAYMENT CENTER 06/17/2009 06/23/2009 467.25 467.25 0 Y  
 INV. 818420474; DATE 6-1-09; ACCT 100MITZGERALD  
 101-267-726.200 MAY INFO CHGS. 467.25

REIMB MAY  
 90007315 SARA SCHMIDT 06/17/2009 06/23/2009 35.18 35.18 0 Y  
 5-20-09 & 6-16-09, CALCULATOR, CD'S, MITZGERALD  
 101-267-726.000 WAL MART PURCHASES 35.18

14950  
 90007316 IMAGE FACTORY INC 06/17/2009 06/23/2009 62.00 62.00 0 Y  
 INV. 14950; DATE 5-13-09; CUSTOMER IDENTZGERALD  
 101-267-726.000 VELLA BUSINESS CARDS 62.00

MIT FEE  
 90007317 GABRIELLA BORELLO 06/17/2009 06/23/2009 7.50 7.50 0 Y  
 WITNESS FEES RE: HOME TRIAL MITZGERALD  
 101-267-930.940 1/2 DAY WITNESS FEE 7.50

2010 DUES  
 90007318 EMMETT COUNTY SHERIFF'S OFFICE 06/17/2009 06/23/2009 250.00 250.00 0 Y  
 2010 DUES NORTHERN MICHIGAN MUTUAL ALMETTGERALD  
 101-301-930.600 2010 NMAATF DUES 250.00

9191  
 90007319 NEW CENTURY SIGNS 06/17/2009 06/23/2009 30.96 30.96 0 Y  
 INV# 9191 DECALS/WORK CAMP SUPERVISOR MITZGERALD  
 203-301-726.050 VEH DECALS "SUPERVISOR" 30.96

6/13-14/09  
 90007320 MIKE JAROSZ 06/17/2009 06/23/2009 492.80 492.80 0 Y  
 6/13-14 INSTRUCTED BRC CHEBOYGAN, TRAMFITZGERALD  
 101-332-801.030 6/13 BRC CHEBOYGAN 486.00  
 101-332-930.500 TRAVEL REIMB. 6.80

09-22914-FY  
 90007321 ANDREW PERRY 06/17/2009 06/23/2009 250.00 250.00 0 Y  
 09-22914-FY BOND MONEY MITZGERALD  
 701-000-228.062 BOND 250.00

# of Invoices: 139 # Due: 139 TOTALS: 142,412.66 142,412.66  
 --- TOTALS BY FUND ---

101	104,151.08	104,151.08
205	30.96	30.96
212	4,184.76	4,184.76
215	1,108.16	1,108.16
233	486.50	486.50

VEND. INV# VENDOR  
INV REF# DESCRIPTION  
GL DISTRIBUTION

INV DATE DUE DATE INV AMT AMT DUE STATUS JNLIZED?

--- TOTALS BY FUND (continued) ---

249	758.82	758.82
260	1,419.00	1,419.00
261	1,005.88	1,005.88
281	1,056.81	1,056.81
292	12,181.83	12,181.83
499	456.00	456.00
516	360.66	360.66
588	12,477.94	12,477.94
595	3.80	3.80
616	94.81	94.81
617	314.98	314.98
645	274.80	274.80
701	313.90	313.90
704	1,731.97	1,731.97

--- TOTALS BY DEPT/ACTIVITY ---

000	2,377.05	2,377.05
030	45.69	45.69
101	579.41	579.41
130	1,396.00	1,396.00
131	30,295.86	30,295.86
133	1,035.25	1,035.25
134	379.10	379.10
136	1,242.53	1,242.53
141	7,387.83	7,387.83
148	1,490.84	1,490.84
166	1,860.00	1,860.00
201	230.00	230.00
215	10.75	10.75
228	872.80	872.80
253	819.56	819.56
267	814.47	814.47
270	67.80	67.80
301	1,189.88	1,189.88
302	60.68	60.68
320	30.00	30.00
332	3,627.47	3,627.47
351	2,935.44	2,935.44
371	758.82	758.82
427	1,005.88	1,005.88
430	4,184.76	4,184.76
537	1,056.81	1,056.81
601	50,588.25	50,588.25
662	12,181.83	12,181.83
681	300.00	300.00
690	486.50	486.50
699	12,477.94	12,477.94
901	456.00	456.00
961	167.46	167.46

June 15, 2009

Otsego County Courthouse  
Attn: Kenneth Glasser, Chair  
County Board of Commissioners  
225 W. Main  
Gaylord, Michigan 49735

Dear Mr. Glasser,

Enclosed is the proposed 2010-2012 Multi-Year Plan and 2010 Annual Implementation Plan for aging services. The plan includes state and federal requirements as well as advocacy and development objectives of the Region 9 Area Agency on Aging.

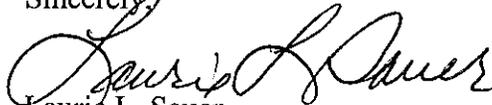
The Michigan Office of Services to the Aging requires the review of this plan by each County Board of Commissioners within the Region 9 planning and service area. Review and approval must be documented by either a resolution or by motion in your board minutes by July 31, 2009. Should there be opposition to the plan, it must be specified in writing by the same date. If no written documentation is received, it will be considered passive approval. Documentation may be faxed to (989) 358-6604 or by mail Attn: Connie.

Two input sessions and two public hearings were held. The plan was then reviewed and endorsed by both the Northeast Michigan Regional Council on Aging and the NEMCSA Board of Directors. As you review this document, please feel comfortable to contact your local Council or Commission on Aging, your board representative or any staff member of the Region 9 Area Agency on Aging for information or clarification.

It should be noted that the approval and implementation of this plan requires no monetary support by the board of commissioners. It is our pleasure to act on behalf of the older population of your county to bring both federal and state funds for services.

Thank you for your attention to this matter. We look forward to working with you to provide services to the elderly population of Otsego County.

Sincerely,



Laurie L. Sauer  
Director

REGION 9 AREA  
AGENCY ON  
AGING

2375 Gordon Road  
Alpena, MI 49707  
PHONE: 989-356-3474  
FAX: 989-358-6604

Serving the Counties of:

Alcona  
Alpena  
Arenac  
Cheboygan  
Crawford  
Iosco  
Montmorency  
Ogemaw  
Oscoda  
Otsego  
Presque Isle  
Roscommon

# **Region 9 Area Agency on Aging**

2375 Gordon Road  
Alpena, Michigan 49707  
989-356-3474

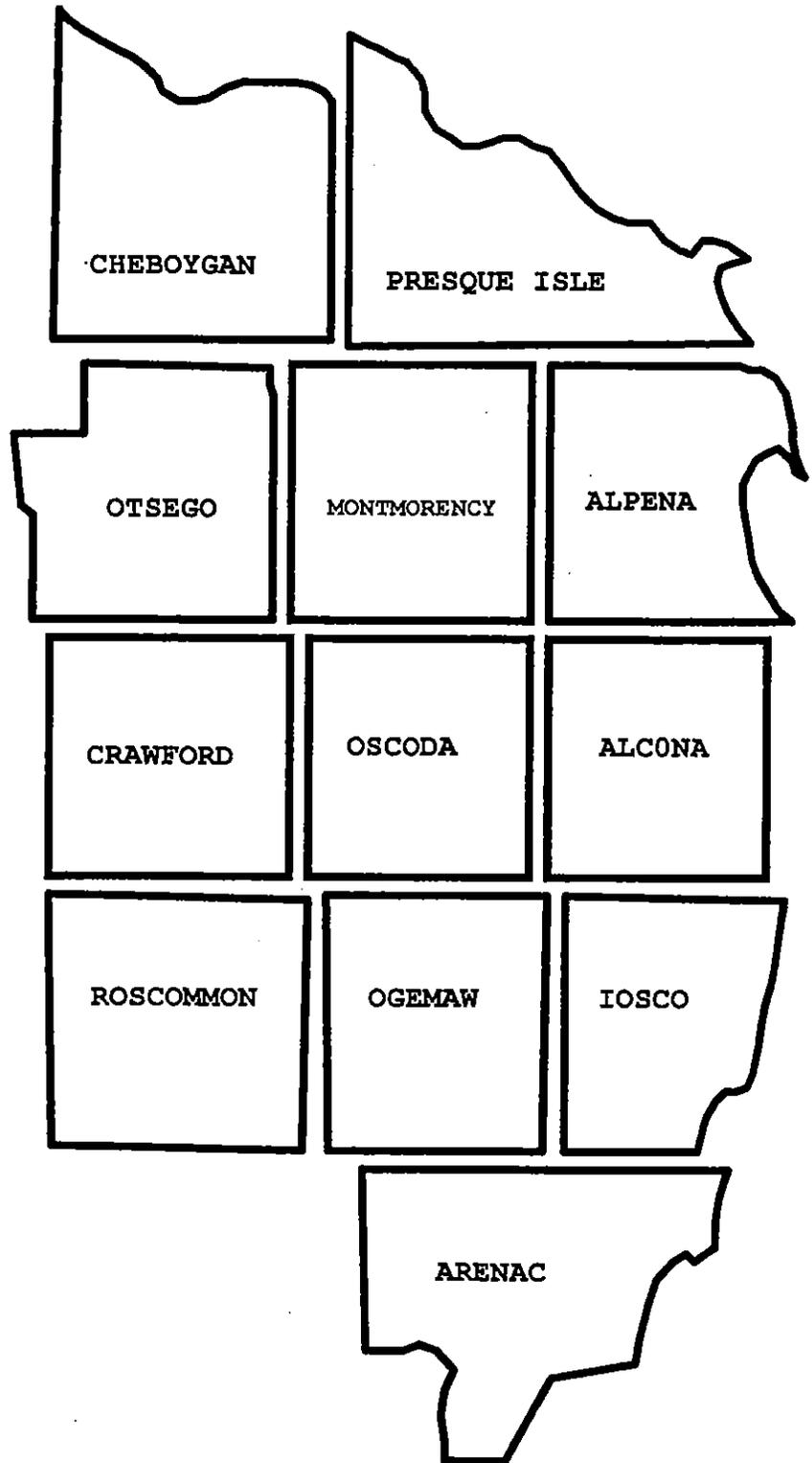
**=DRAFT=**

**2010-2012 Multi-Year Plan and  
2010 Annual Implementation Plan**

# NORTHEAST MICHIGAN COMMUNITY SERVICE AGENCY

REGION IX  
AREA  
AGENCY  
ON AGING

Planning  
and  
Service  
Area



# Draft 2010-2012 Multi-Year Plan and Annual Implementation Plan for Fiscal Year 2010

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## **COUNTY/LOCAL UNIT OF GOVERNMENT REVIEW:**

As part of its effort to ensure all communities within the service area have an opportunity to comment on the three year implementation plan, Region 9 Area Agency on Aging will be hosting two public hearings. Due to the geographic span of the region, one will be held in the northern area (Alpena County) and one will be held in the southern area (Roscommon County). Doing so will provide opportunity for all community and governmental entities as well as private individuals to learn and comment on the three year plan.

In addition, all county Boards of Commissioners within the region will receive a copy of the multi-year plan and a request for review and action by the board in terms of approval or disapproval. Each county board has representation on the NEMCSA Policy Board and each local Council or Commission on Aging has representation on the Northeast Michigan Regional Council on Aging. This provides a broad range of involvement for each county's development and comment phases of the process.

Over the course of the past year and a half, Region 9 Area Agency on Aging has also increased its communications to the local county Boards of Commissioners by regularly mailing copies of the minutes from the Northeast Michigan Regional Council on Aging meetings. The additional information is intended to increase awareness of the AAA's functions, activities and plans as well as encourage support and involvement in all facets of the AAA planning and advocacy strategies.

# **SECTION I EXECUTIVE SUMMARY**

---

- Narrative
- FY 2010 Planned Services Summary

## SECTION I.

### EXECUTIVE SUMMARY NARRATIVE

Established under the Older Americans Act of 1965, each Area Agency on Aging is charged with the responsibility of preparing a multi (3) year plan, which will foster a comprehensive, coordinated system of service for older persons in its planning and service area (PSA). Region 9 Area Agency on Aging is designated by the Michigan Office of Services to the Aging (OSA) to serve the counties of Alcona, Alpena, Arenac, Cheboygan, Crawford, Iosco, Montmorency, Ogemaw, Oscoda, Otsego, Presque Isle and Roscommon.

The Region 9 Area Agency on Aging's (AAA) role in the process is to plan, fund and monitor programs that provide assistance to individuals 60 years of age and older and to their support systems. In addition, part of Region 9 AAA's overall mission is to help older persons and persons with disabilities live with dignity and choices in their homes and communities for as long as possible.

The AAA is able to carry out its role through regular assessment, contract management, collaboration, advocacy and quality assurance. These functions, along with the use of Older Americans Act funds, enable the AAA to maximize public and private dollars and community resources to promote and ensure an atmosphere of dignity and strength among older individuals to ensure them the maximum level of independence possible.

The AAA continues to support as partners local "points of presence", which include County Councils/Commissions on Aging, multi-purpose senior centers, adult day service centers, health resource centers, and community based care programs. These partnerships have enhanced the AAA's ability to identify gaps in community services, services needing expansion and/or maintenance and recommendations for community service improvement.

Fiscal year 2010 is the beginning of another three year planning cycle for the AAA. The plan will focus on efforts to provide person-centered access to information, evidence-based disease prevention and health promotion, and continuation of community based care options in coordination with the Michigan Office of Services to the Aging goals.

The basis of the plan builds upon the successes of earlier program development activities and core service funding as detailed below (note: not all services have been requested in all counties. Specific numbers of clients and/or services are to be negotiated):

- Congregate Nutrition
- Home Delivered Meals
- Homemaker Services
- Personal Care
- In-Home Respite
- Legal Services
- Disease Prevention Health Promotion
- National Family Caregiver Support Program
- Elder Abuse Prevention and Education
- Adult Day Services

The AAA will continue to directly operate the Long Term Care Ombudsman Program, the Medicare/Medicaid Assistance Program and the outreach for Kinship Care. Medication Management and the Merit Trust Award in-home respite funds will be placed in a purchase of

service pool for use throughout the region primarily for Care Management clients. All services funded with Older Americans Act funds or funds provided by the State of Michigan must meet the objectives of the Older Americans Act and current Minimum Standards of Performance issued by the Michigan Office of Services to the Aging. Additional specifications and/or limitations may be required by the Region 9 Area Agency on Aging.

This is the first plan year that Elder Abuse Prevention and Education funds will be completely contracted out. Because of the small overall allocation and the large geographic area, the AAA has historically contracted a small amount with local programs and utilized existing program staff to fulfill the major components of elder abuse prevention and education. The goal will remain to contract services that provide a broad spectrum of elder abuse prevention programming and the AAA will retain the option to fund internal programs should the proposals not meet regional goals.

Other plans will be to continue the effort of creating safe, secure and receptive communities as well as working to assure independent choices. Region 9 AAA continues to be at the forefront of supporting communities within its PSA to assess existing infrastructure and design to create a more elder-friendly and livable environment for all ages. Two communities within the PSA have been recognized for their efforts under the "Communities for a Lifetime" framework and a multi-member collaborative body hosted a "Senior Summit" in Alpena this past year building on many of the Communities for a Lifetime concepts.

Region 9 AAA will also continue its efforts in evidence-based programming in relation to chronic disease self-management. According to the Dartmouth Atlas of Health Care 2008, "about 9 out of 10 deaths of Medicare beneficiaries are due to common chronic illnesses such as chronic heart failure, lung disease, cancer, renal failure, diabetes, liver disease and peripheral vascular disease". The report says that approximately "32 percent of Medicare spending goes towards the care of chronically ill patients in their last two years of life". More care is not seen as better, according to the study. By continuing the implementation of the Personal Action Towards Health Program (PATH), also known as the Stanford Chronic Disease Self-Management Program, and the Matter of Balance Program, the AAA will help educate community members and professionals on how to take control of their health and reduce overall health care costs.

According to the Family Caregiver Alliance, there are 5–7 million people (family, friends and neighbors) providing care to someone aged 65 or older who need assistance with every day activities. It is imperative that caregivers have support and tools to help them sustain their role and not succumb to caregiver burn-out. Region 9 AAA has partnered with OSA to bring the Creating Confident Caregivers Program, also known as Savvy Caregiver, to northeast Michigan. Savvy Caregiver is also an evidence-based program for family members caring for a loved one suffering from dementia and/or memory loss. The AAA will continue to bring this program to communities throughout the region.

The AAA has trained and supported 44 Medicare Medicaid Assistance Program (MMAP) volunteers to assist Medicare beneficiaries and their families, or caregivers, with free assistance and education. Doing so enables them to make informed health care coverage decisions. The AAA has worked with the MMAP volunteers to implement the MI Café Program this year, which will assist individuals in need of nutrition assistance to apply for food stamps.

The Long Term Care Ombudsman Program continues to be a priority in assuring access and visibility in the region's 22 nursing homes. Two staff members and eleven volunteers work closely together to improve the long term care system within the 22 nursing facilities. The active Ombudsman regularly visit the homes to ensure residents and their families have access to trained advocates who represent their interest and needs.

As part of the Ombudsmen's efforts, the Best Practices of Northern Michigan is beginning its 12<sup>th</sup> year. The mission of the Best Practices group is to ensure "long term care residences, as communities, are great places to live because facilities employ resident-centered best practices". The membership is a collaboration of ombudsman staff, nursing home staff and advocates that work to provide innovative assistance and training for 40 nursing homes across northern Michigan.

In collaboration with the local County Councils/Commissions on Aging (COAs), the School Success Program and the Compass Program, the AAA served 33 grandparents with a total of 74 children under the National Family Caregiver Support Program. The program has also resulted in support groups being started in Alpena, Crawford and Otsego counties. The support groups provide a safe environment for support and sharing for elder grandparents raising relative children of all ages. The funding also provides assistance for COAs that are health resource centers, which ensures public access to local services.

The AAA supports capacity building efforts of the COAs. Technical assistance and training in relation to NAPIS electronic reporting, development of a cost-saving task force, funding for internet access costs and identifying grant sources have been provided throughout the current plan year. The task force membership is comprised of COA directors, Northeast Michigan Regional Council on Aging members and AAA staff. The task force has examined a variety of cost saving and revenue generating ideas to help them navigate through these tough economic times. The AAA will continue to support the county COAs in their efforts to enhance the development and maintenance of seamless systems of assistance to seniors.

Once again, current trends point to lower funding levels for the next fiscal year. Many funds received by the AAA are categorically restricted and others are developmental in nature. Funds are awarded through a competitive bid process. Once the proposals are received, AAA staff will submit recommendations to the Northeast Michigan Regional Council on Aging for review and deliberation. In turn, the Council will present their recommendations for funding to the Northeast Michigan Community Service (NEMCSA) Policy Board for action. The NEMCSA Board awards the funds. The AAA will use existing formulae for the distribution of traditional or replacement funds. Exceptions to the formulae exist for some categorical funds, which may not be significant to formulize or are meant to be developmental

## **PROGRAM DEVELOPMENT**

State Goal #1: Work to improve the health and nutrition of older adults.

Local Objectives: The AAA will continue its commitment to providing congregate and home delivered meals. The AAA will also continue implementation of the Stanford Chronic Disease Self-Management Program, the Matter of Balance Program and the MI Café Program. The AAA will also seek to ensure access to fresh fruits and vegetables by working to make Project Fresh available in every county. The AAA will provide supportive services to caregivers through the Savvy Caregiver Program.

State Goal #2: Ensure that older adults have a choice in where they live through increased access to information and services.

Local Objectives: The AAA will continue to provide a person-centered approach to providing information and assistance to individuals seeking services. The AAA will work to enhance the capabilities of its website to provide a comprehensive

range of information and resources. Choices for independent living will be maximized by reaching out to individuals living in licensed settings to ensure individuals are aware of the full range of programs available. The AAA will also participate in the effort to implement the 211 telephone referral system in northeast Michigan.

**State Goal #3:** Protect older adults from abuse and exploitation.

**Local Objectives:** The AAA will coordinate with partners to provide educational events that increase awareness of signs of abuse, neglect and financial exploitation. The AAA will also collaborate with law enforcement and Adult Protective Services to identify and report suspected elder abuse. The Long Term Care Ombudsman Program and its volunteers will continue to be supported by the AAA.

**State Goal #4:** Improve the effectiveness, efficiency and quality of services provided through the Michigan Aging Network and its partners.

**Local Objectives:** The AAA will ensure in-home service providers have access to affordable continuing education. The AAA will work with local aging network partners to ensure they receive any needed technical support.

**Additional Goal:** Work to improve the availability of affordable, accessible transportation for older adults.

**Objective:** The AAA will assist communities in developing transportation plans by providing technical assistance for the Communities for a Lifetime initiative, assisting with transportation boards and identifying potential funding sources.

## FY 2010 Planned Services Summary Page for PSA: 9

Service	Budgeted Funds	Percent of the Total	Method of Provision		
			Purchased	Contract	Direct
<b>ACCESS SERVICES</b>					
Care Management	\$ 654,358	13%			X
Case Coordination & Support	\$ -	0%			
Disaster Advocacy & Outreach Program	\$ -	0%			
Information & Assistance	\$ 53,968	1%			X
Outreach	\$ 76,611	2%			X
Transportation	\$ -	0%			
<b>IN-HOME SERVICES</b>					
Chore	\$ -	0%			
Home Care Assistance	\$ -	0%			
Home Injury Control	\$ -	0%			
Homemaking	\$ 629,498	13%		X	
Home Delivered Meals	\$ 1,535,793	32%		X	X
Home Health Aide	\$ -	0%			
Medication Management	\$ 8,322	0%	X		
Personal Care	\$ 214,965	4%		X	
Personal Emergency Response System	\$ -	0%			
Respite Care	\$ 218,714	5%	X	X	
Friendly Reassurance	\$ -	0%			
<b>COMMUNITY SERVICES</b>					
Adult Day Services	\$ 115,682	2%		X	
Dementia Adult Day Care	\$ -	0%			
Congregate Meals	\$ 1,132,164	23%		X	X
Nutrition Counseling	\$ -	0%			
Nutrition Education	\$ -	0%			
Disease Prevention/Health Promotion	\$ 24,388	1%		X	
Health Screening	\$ -	0%			
Assistance to the Hearing Impaired & Deaf	\$ -	0%			
Home Repair	\$ -	0%			
Legal Assistance	\$ 29,498	1%		X	
Long Term Care Ombudsman/Advocacy	\$ 53,145	1%			X
Senior Center Operations	\$ -	0%			
Senior Center Staffing	\$ -	0%			
Vision Services	\$ -	0%			
Programs for Prevention of Elder Abuse,	\$ 7,678	0%		X	
Counseling Services	\$ -	0%			
Specialized Respite Care	\$ -	0%			
Caregiver Supplemental Services	\$ -	0%			
Kinship Support Services	\$ 19,950	0%	X	X	
Caregiver Education, Support, & Training	\$ 42,406	1%		X	
<b>PROGRAM DEVELOPMENT</b>					
	\$ 26,471	1%			X
<b>REGION-SPECIFIC</b>					
	\$ -	0%			
	\$ -	0%			
<b>MATF administration</b>					
	\$ 15,714	0%			X
<b>TOTAL PERCENT</b>		100%	2%	78%	21%
<b>TOTAL FUNDING</b>	\$ 4,859,325		\$90,480	\$ 3,771,481	\$ 997,364

## **SECTION II**

# **BUDGET AND ORGANIZATIONAL CHART**

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- 2010 Area Plan Grant Budget and Services Detail
- Organizational Chart

**FY 2010 AREA PLAN GRANT BUDGET**

Agency: NEMCSA - AAA      Budget Period: 10/01/09 to 09/30/10      Rev. 12/2008  
 PSA: 9      Date: 04/08/09      Rev. No.: 0      Page 1 of 3

SERVICES SUMMARY			
FUND SOURCE	SUPPORTIVE SERVICES	NUTRITION SERVICES	TOTAL
1. Federal Title III-B Services	408,437		408,437
2. Fed. Title III-C1 (Congregate)		496,261	496,261
3. State Congregate Nutrition		18,103	18,103
4. Federal Title III-C2 (HDM)		252,061	252,061
5. State Home Delivered Meals		452,719	452,719
8. Fed. Title III-D (Prev. Health)	29,439		29,439
9. Federal Title III-E (NFCSP)	179,548		179,548
10. Federal Title VII-A	8,507		8,507
10. Federal Title VII-EAP	6,910		6,910
11. State Access	38,494		38,494
12. State In-Home	126,850		126,850
13. State Alternative Care	152,075		152,075
14. State Care Management	550,022		550,022
16. State N.H. Ombudsman	24,863		24,863
17. Local Match			
a. Cash	172,370	117,600	289,970
b. In-Kind	3,313	17,860	21,173
18. State Respite Care (Escheat)	64,492		64,492
19. Merit Award Trust Fund	174,604		174,604
20. NSIP		386,939	386,939
21. Program Income	251,444	926,414	1,177,858
<b>TOTAL:</b>	<b>2,191,358</b>	<b>2,857,957</b>	<b>4,859,325</b>

ADMINISTRATION			
Revenues	Local Cash	Local In-Kind	Total
Federal Administration	151,749	24,311	176,060
State Administration	26,272		26,272
MATF Administration	15,714		15,714
Other			
<b>Total:</b>	<b>193,735</b>	<b>24,311</b>	<b>218,046</b>

Expenditures	
	FTEs
1. Salaries/Wages	1.42
2. Fringe Benefits	80,418
3. Office Operations	28,799
<b>Total:</b>	<b>108,829</b>

Cash Match Detail		In-Kind Match Detail	
Source	Amount	Source	Amount
		Volunteer Hours	24,311
<b>Total:</b>		<b>Total:</b>	<b>24,311</b>

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

*[Signature]*  
 Signature

AAA Director  
 Title

4-29-09  
 Date

FY 2010 AREA AGENCY GRANT FUNDS - SUPPORT SERVICES DETAIL

Agency: NEMCSA - AAA  
 PSA: 9

Budget Period: 10/01/09 to 09/30/10  
 Date: 04/08/09

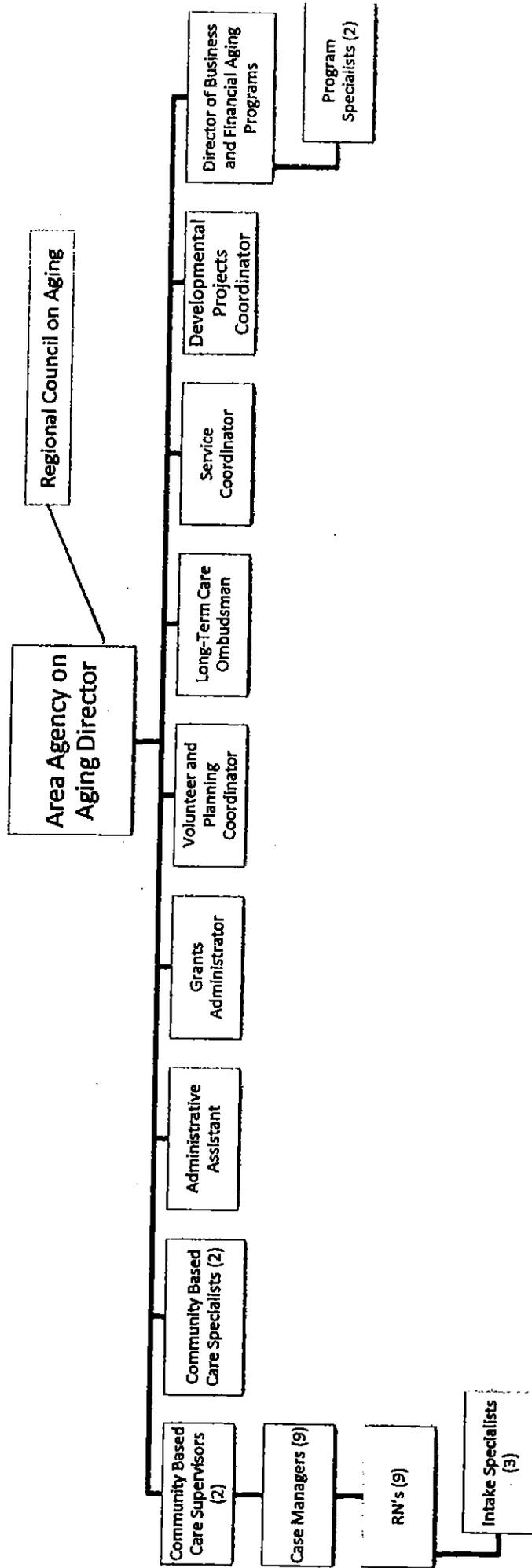
Rev. No.: 0  
 Rev. 12/2008  
 page 2 of 3

SERVICE CATEGORY	Title III-B	Title III-D	Title III - E	Title VII	State Access	State In-Home	St. Alt Care	State Care Mgmt	State NHO	St. Respite (Escheat)	Ment Award Trust Fund	Medicaid CMP Fund	Program Income	Cash Match	In-Kind Match	TOTAL
1. Access																
a. Care Management	2,000							550,022				40,000	1,000	61,336		654,358
b. Case Coord/supp																
c. Disaster Advocacy																
d. Information & Assis			10,077		38,494											
e. Outreach			68,960													53,968
f. Transportation																76,611
2. In-Home																
a. Chore																
b. Home Care Assis																
c. Home Injury Cntrl																
d. Homemaking	215,618					93,877	152,075						113,702	54,226		629,496
e. Home Health Aide																
f. Medication Mgt		7,490														
g. Personal Care	130,851					29,673								832		8,322
h. PERS													36,604	17,837		214,965
i. Respite Care	2,000		44,401			3,300				64,492	71,588		20,245	12,688		218,714
j. Friendly Reassure																
3. Legal Assistance	26,548															
4. Community Services																
a. Adult Day Care																
b. Dementia ADC													28,380			115,682
c. Disease Prevent		21,948														
d. Health Screening														2,439		24,388
e. Assist to Deaf																
f. Home Repair																
g. LTC Ombudsman	4,949			8,507					24,863			11,513			3,313	53,145
h. Sr Ctr Operations																
i. Sr Ctr Staffing																
j. Vision Services																
k. Elder Abuse Prevnt				6,910										768		7,678
l. Counseling																
m. Spec Respite Care																
n. Caregiver Supplmt																
o. Kinship Support			17,955													19,950
q. Caregiver E,S,T			38,165											1,995		42,405
r. Program Develop	26,471													4,241		26,471
s. Region Specific																
a.																
b.																
VATF administration											15,714					15,714
SUPPRT SERV TO	408,437	29,439	179,548	15,417	38,494	126,850	152,075	550,022	24,863	64,492	174,604	51,513	199,931	172,370	3,313	2,191,368





# Area Agency on Aging (AAA)



## **SECTION III STATEMENT OF NEED**

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- Evaluation of Unmet Needs
- Available Resources and Partnerships

## EVALUATION OF UNMET NEEDS

Describe the methods the AAA used to identify the needs of older persons in the PSA.

Region 9 Area Agency on Aging is one of many program divisions within the Northeast Michigan Community Service Agency (NEMCSA). As such, it is important for NEMCSA as the umbrella agency to periodically re-examine the needs within its service area. NEMCSA serves a core eleven county region of northeast Michigan; however, many individual programs such as the Region 9 Area Agency on Aging serve additional counties. The statistical information provided here includes data from all twelve counties of the AAAs service area. Both NEMCSA and the AAA have taken several steps to identify the needs of older persons in the service area. A synopsis of recent activities is provided below.

During the summer of 2007 and into the start of fiscal year 2008, NEMCSA conducted a comprehensive Community Needs Assessment. The purpose of the study was to identify the diverse needs of the residents and communities throughout the region as well as for use in planning future programs and services that will address those needs. An extensive survey tool was developed and distributed in multiple ways. Consumers of current services, human service agencies and organizations, current program staff, community members, etc. were all invited to partake in the survey process.

The Region 9 AAA received 2,476 responses from our twelve county service area. It is of interest to note that surveys were distributed to a variety of age groups, but the majority of responses received came from the age 60+ group (915 respondents or 37%). The focus of the survey was to determine what the strengths and needs of a particular community were from the individual respondent's perspective.

In addition to the large scale NEMCSA needs assessment, Region 9 AAA held two public input sessions—January 26, 2009 in Alpena and February 4, 2009 in Grayling. The sessions presented current demographic materials and funded service information. Community comments were gathered regarding the needs of the aging community as a basis for plan development.

The AAA has also been involved in many smaller scale discussions with community organizations, analyzed current NAPIS data and solicited community needs assessments as part of their community plans from the local county focal points (COAs). Local input is critical to determining the true need within a community. The methods utilized by the COAs to assess its community's needs were varied in scope and reach. Some distributed a senior survey tool to the entire senior population of the county as well as service partners and collaborating agencies. Others held public input sessions and board workshop or focus group meetings. There were also a number of COAs that used a number of these methods to ensure a well-rounded sampling of the community was involved in the needs assessment process. The finalized community plans have been submitted to and approved by local county Boards of Commissioners.

Another effort that Region 9 AAA has been involved with is being a partner in Michigan's effort towards the national Elder Economic Security Initiative. This initiative is a broad-based coalition of national, state and regional policy makers, advocates, researchers, direct service providers and public agencies, seniors, non-profits, philanthropists, and senior member organizations. Underpinning the Initiative is the Elder Economic Security Standard Index™ developed by the Gerontology Network at the University of Massachusetts Boston and the Wider Opportunities for Women (WOW).

The Index measures the income that older adults require to maintain their independence and meet their daily expenses, including affordable housing and other life circumstances. The Index promotes a measure of income that respects the autonomy goals of older adults, rather than abject poverty. It is a proactive means that will change the way the needs of older adults are measured and addressed.

Common themes are evident throughout the various modes of needs assessment. As illustrated below, food assistance, transportation, medical services (including prescription drugs), utility assistance, in-home services and home repair/chore services top the list of identified needs.

The data was gleaned from the current NEMCSA needs assessment and the twelve local COA community assessments and plans. Additional input was factored in based on participation in other community forums and venues. During this process, a variety of other issues became apparent such as loneliness and isolation, a need for long term care choices and assisted living, caregiver support, crisis respite and limited income.

<b>NEMCSA Needs Assessment</b>		<b>Community Plan Assessments</b>	
<b>Need</b>	<b>Percent of Respondents</b>	<b>Need</b>	<b>Percent of COAs</b>
Food Assistance	37%	Transportation	75%
Medical Services	36%	Home Repairs/Chore	75%
Prescriptions	33%	Food Assistance	67%
Utility Assistance	32%	Prescriptions	67%
Dental	22%	Utility Assistance	58%
Transportation	22%	In-Home Services	42%

A striking contrast to NEMCSA's previous needs assessment in 2001 is that the need for food assistance was ranked seventh and it is now first. Medical assistance including dental and prescription were ranked in the top ten in 2001 and remain in the top ten now. Transportation is consistently rated at sixth. Utility assistance has ranked lower from 2001 from being second to now being fourth.

According to a report by WOW, one in three elders relying on Social Security for more than 90% of their income, are forced to make sacrifices or go without basic goods and services such as prescription drugs, heating oil, or food. This report information is pertinent to the Region 9 service area in that the elders living in Region 9 are identifying a need for assistance in many of the same categories. Through our work with the Elder Economic Index Initiative, it is hoped that a more realistic measure of poverty will be utilized in determining program eligibility criteria across the human services and aging network.

Overall, 63,128 individuals, or four percent (4%) of Michigan's elders reside in the twelve county region of Northeast Michigan. A detailed table showing age, ethnicity, and gender broken out by county is attached. The overall minority population living in the region is less than one percent. Fifty-five percent of individuals over the age of 60 are female.

Current program data for in-home services, which includes home-delivered meals, homemaker and personal care, indicates that the majority of the 3,318 service recipients are age 75 or older (2,508 or 76%), female (64%) and live alone (54%). Twenty-eight percent (28%) live below the poverty level, which is currently set at \$10,400 for 2009.

Ranking in State based on # of Elders	County	% of Elders Age 60+
1	Alcona	35.3%
2	Montmorency	31.7%
4	Roscommon	31.2%
5	Presque Isle	29.9%
6	Iosco	29.5%
8	Oscoda	28.7%
11	Ogemaw	26.6%
19	Cheboygan	24.2%
22	Alpena	24.0%
24	Arenac	23.4%
30	Crawford	22.5%
40	Otsego	19.9%

Based on 2006 census data estimates

Note—half of the region is within the state's top ten counties for elder population.

According to the Department of Health & Human Services report, "Profile of Older Americans: 2008", about 3.6 million elderly persons (9.7%) were below the poverty level in 2007. Another 2.4 million (6.4%) were classified as "near-poor" (income between the poverty level and 125% of this level).

As part of the evaluation process, a Public Information Session was held January 26, 2009 in Alpena. The session provided participants with an overview of the AAA's mission, functions, services and explanation of the multi-year plan process. A survey tool regarding fundable service categories was distributed and discussed. Participants were provided an opportunity to comment and record their preferred services options on the tool.

Of the twenty-one (21) attendees, fourteen completed a survey. The majority of respondents indicated a need to continue funding the current service categories of Care Management, Homemaking, Respite, Personal Care, Legal Services and Long Term Care Ombudsman. Interest in funding additional service categories most frequently included chore, medication management, home repair, senior center operations and adult day care. A small number of

respondents indicated an interest in funding a significant number of additional categories; however, funding levels for the geographic span of the region would result in inadequate funds to make a meaningful impact.

A second Public Information Session was held February 4, 2009 in Grayling. The same format of information was presented as well as the same survey tool. There were twenty-four (24) attendees and sixteen (16) completed surveys. A wider range of responses were received. In addition to currently funded services, transportation, chore services, senior center operations and adult day care were the most frequently marked options.

Significant discussion centered on the need to anticipate significant growth in terms of senior population within the region and its effect on local agencies. It was noted that more pressure is being put on local entities to financially support Older Americans Act services due to increased need and stagnant funding. Given the current state of the economy, this becomes a huge barrier in terms of accessible funding for needed services.

Discussion also centered on the possibility of shifting current funding strategies to enable a more diverse core offering of services to include such options as chore. A review of current utilization of funded service categories showed a wait list of 54 people for in-home services in three counties. Additionally, in counties that have requested a transfer of funds due to under-utilization, the requests have typically been to shift personal care allocations to the homemaking category due to an intense need. Such a trend indicates a need to continue support of the currently funded core service categories.

## **AVAILABLE RESOURCES AND PARTNERSHIPS**

Region 9 Area Agency on Aging has been very fortunate to have committed partners serving the common mission of bringing needed services to the area. Each local focal point has been successful in garnering community support for a senior millage. These millages have been critical to the effort of serving seniors in need and have helped provide funding for some innovative programming for individual communities. Without the additional millage dollars, wait lists would be much larger and seniors needing in-home services particularly would have to wait much longer to be served and may be at higher risk of institutionalization. Local county millage dollars also fund a variety of activities including Access funds to provide information and assistance, transportation and outreach.

The AAA will continue to build upon the network of senior centers as the focal point for services. The scope of the centers has been broadened to include designation as health resource centers. Doing so has enabled the centers to be more visible and useful in the community as a provider of health and wellness activities and not solely an in-home service provider.

Other resources include NEMCSA's role as a community action agency. Services such as Medicaid enrollment, Senior Companion services, weatherization, housing assistance, food programs and emergency service programs are often accessible to senior program participants on a supplemental basis.

The AAA also provides financial support to individual caregivers under the National Family Caregiver Support Program. Other community partnerships have enabled the AAA to broaden its resource base with such entities as other senior service providers, schools, health care providers and court systems. The AAA's active involvement with this resource base has helped eliminate duplication of effort and has accelerated access to available supports and services.

**SENIOR MILLAGE – Effective January 2009**

<b>County</b>	<b>Status</b>	<b>Number of Mills</b>	<b>Amount</b>	<b>Length of Time</b>
<b>ALCONA</b>	Passed 2008	1/4	\$243,000	4 years
<b>ALPENA</b>	Passed 2006	.55 to the Older Persons Fund	Approx. \$430,000 *The Alpena Senior Center submits for reimbursement	4 years
<b>ARENAC</b>	Passed 2008	.75	\$350,000	6 years
<b>CHEBOYGAN</b>	Passed 2006	.49	\$500,000 Funds requested annually from County Brd. of Commissioners	4 years
<b>CRAWFORD</b>	Passed 1992	.50	\$270,458	20 years
<b>IOSCO</b>	Passed 2002	.30	\$257,825	8 years
<b>MONTMORENCY</b>	Passed 2006	.06	\$108,000	4 years
<b>OGEMAW</b>	Passed 2006	.50	\$375,000	10 years
<b>OSCODA</b>	On-going 2004-2011	.34 .50	Approx. \$150,000	7 years
<b>OTSEGO</b>	Passed 2005-2010	1.00	\$1,256,227	5 years
<b>PRESQUE ISLE</b>	Passed 2006	.50	\$315,049	4 years
<b>ROSCOMMON</b>	Passed 2008-2014	.50	\$500,000	6 years

## **SECTION IV SERVICES**

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- Targeting
- Access Services

SECTION IV. TARGETING, ACCESS SERVICES, IN-HOME SERVICES,  
COMMUNITY SERVICES AND AAA ADMINISTERED DIRECT SERVICES

TARGETING

SERVICE DELIVERY PLAN FOR TARGETING

Fiscal Years: 2010-2012

Baseline Data		African American	Native American/ Native Alaskan	Asian/ Pacific Islander	Hispanic	Low-income Minority	Low-income
<u>Source:</u> Year-end report for FY '08 <i>Indicate the number served by group and the percentage of that group's 60+ population that the number represents.</i>							
Supportive Services	Number Served	3	2	1	3	4	1681
	Percentage	.18%	.12%	.06%	.18%	.24%	30.4%
Congregate Nutrition	Number Served	1	25	9	16	9	1158
	Percentage	.02%	.38%	.14%	.25%	.12%	17.8%
Home Delivered Meals	Number Served	1	2	1	7	1	713
	Percentage	.04%	.08%	.04%	.27%	.04%	28%

Service Delivery Plan For Targeting

Desired Outcome(s):

Recent demographic information indicates that the Region 9 service area has a very small minority population—less than one percent (1%). Region 9 recognizes the need to expend additional effort in seeking out minority populations and ensuring access to services. Primary emphasis will be on increasing outreach and service to African Americans, Native Americans, Hispanic and Asian/Pacific individuals that are age 60 or older including migrant workers and their families.

Ongoing - Region 9 will continue its efforts to provide services to Native Americans through outreach and program development particularly with the Saganings of the Chippewa Tribe in Arenac County. The AAA will also continue participation as a member of the Aging Network and American Indian Elder Forum sponsored by the Michigan Office of Services to the Aging.

Ongoing - Region 9 will continue to use the Generations Magazine to target outreach to minority populations.

September 30, 2011 - Conduct a written analysis of clients/units/types of service accessed by senior minority populations. Based on the analysis, the AAA will determine if there is a need or opportunity for the development of further programming.

September 30, 2012 - Provide a workshop with local community focal points to examine the extent of need within local counties for minority services. Conduct an analysis of the effectiveness of current outreach methods as well as utilization patterns.

## ACCESS SERVICES

### [X] Care Management

Starting date: 10-1-2009 Ending date: 9-30-2010 Total of federal dollars: \$2,000 Total of state dollars: \$550,022

Geographic area to be served Alcona, Alpena, Arenac, Cheboygan, Crawford, Iosco, Montmorency, Ogemaw, Oscoda, Otsego, Presque Isle and Roscommon counties.

Goal: Maintain consistent level of care management services by conducting pre-screens, client assessments and developing care plans for individuals in need of supportive in-home services.

Timeline: Ongoing

Outcome: A consistent level of access to intensive care management services will be available to frail elderly individuals.

Goal: Increase education and outreach efforts with local hospitals, nursing homes and community members.

Timeline: September 30, 2010 - Informational visits and resource materials will be provided to six local hospitals.

September 30, 2011 - Informational visits and resource materials will be provided to twenty-two local nursing homes.

September 30, 2012 - Informational sessions will be provided throughout the region at local health fairs and other community events.

Outcome: 1. Increased awareness of program availability.

2. Improved access to services for elders.

Goal: Increase the use of technology to improve efficiency of staff, program operations and service providers.

Timeline: December 31, 2009 - Full implementation of Vendor View software.

Outcome: 1. Streamlined procedures for staff communications and services coordination with in-home service providers.

2. Improve turnaround time and response rates for client updates and authorization for service provision.

3. Reduction in consumption of office supplies by moving forward with Phase 2 towards a completely electronic record.

Care Management - Cont'd

Goal: Provide educational opportunities for program staff to enhance skills and knowledge bases necessary for the provision of effective care management services and community resources.

Timeline: December 31, 2009 - Development and implementation of new hire orientation training program.  
September 30, 2010 - Review and update current program policies and procedures. Conduct refresher training for all staff.

Ongoing - Provide opportunity for continuing education through staff meetings, community events and professional organizations.

Number of client pre-screenings 2009	550 approx.	Planned 2010	550 approx.
Number of initial client assessments 2009	330 approx.	Planned 2010	350 approx.
Number of initial client care plans 2009	180 approx.	Planned 2010	200 approx.
Total number of clients (carry over plus new) 2009	360 approx.	Planned 2010	375 approx.

Staff to client ratio (Active and maintenance per full-time care manager ratio) 2009 - 1:30 Planned 2010 - 1:30

Match and Other Resources

Source of Funds Cash Value CSBG	In-kind \$61,113
Source of Funds Cash Value HCBW	In-kind \$222

## **SECTION V PROGRAM DEVELOPMENT**

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- Program Development Objectives
- Narrative

## SECTION V. PROGRAM DEVELOPMENT

**STATE PLAN GOAL #1: Work to improve the health and nutrition of older adults. (At least one objective should address Evidence Based Disease Prevention Programs).**

**Objective 1:** Contract federal and state funds for the provision of congregate and home delivered meals in accordance with OSA minimum standards.

Time Line: May 2009  
September 30, 2009  
October 1, 2009

Activities: Release RFP  
Award Contracts  
New program year begins with a three-year contract cycle

Expected Outcome: 1. Provide nutritious meals to older individuals in congregate settings as well as to the homebound elderly.  
2. Centralized administrative oversight to the nutrition program while enabling the AAA to provide locally operated meal sites. Doing so creates a sense of ownership and responsibility to the community.

**Objective 2:** Provide additional training programs of the Stanford Chronic Disease Self-Management Program(PATH) and the Matter of Balance Program (MOB).

Time Line: December 2009  
March 2010

Activities: Conduct PATH leader training.  
Conduct Matter of Balance leader training.  
Provide materials and support for leaders to expand and implement programs in local communities.  
Continue development of local coalitions to provide organizational support.

Expected Outcome: 1. Each county within the Region 9 service area will have access to a trainer/presenter capable of conducting community education in relation to the Stanford Chronic Disease Self-Management Program and the Matter of Balance Program.  
2. Achieve sustainability in both evidence-based programs; Stanford Chronic Disease Self-Management and Matter of Balance.  
3. Attendees of community programs will be better equipped to improve their health status and health management behaviors resulting in more appropriate utilization of health care resources.

**Objective 3: The AAA will continue implementation of the MI Café Program.**

Time Line: Ongoing

December 2009 and ongoing  
Ongoing

Activities: Monitor MI Café sites within the service area.

Create and distribute a customer satisfaction survey to MI Café consumers.  
Continue recruitment and training of volunteers to ensure availability of program in all counties of service area.

Provide nutritional education to seniors as part of the enrollment process.  
Provide training for seniors on how to redeem benefits.

Expected Outcome: 1. Elders in Region 9 will be informed of the availability of the MI Café Program.

2. Individuals in need of assistance applying for food stamps will receive help.

3. Data will demonstrate the benefits of the MI Café Program.

4. Increased utilization of the food stamp program.

5. Consumers will receive nutritional education to aid them in making wise food choices.

6. Program success will be assured with the ongoing support of volunteers.

**Objective 4: Ensure elders have access to locally grown fresh fruits and vegetables.**

Time Line: FY 2010

Activities: Assess availability of Project Fresh in Region 9 service area.

Identify funding streams to support Project Fresh in areas not currently covered.

Expected Outcome: 1. Better access to a nutritionally balanced diet and nutritional education.

2. Nutrition support to low-income seniors.

**Objective 5: The AAA will create confident caregivers of people with dementia/memory loss through implementation of the Savvy Caregiver Program. Savvy Caregiver is an intervention designed to increase caregiver skills and confidence, create reliable and accessible networks of support and increase access to supportive services.**

Time Line: FY 2010 – 2012

Activities: Provide certification training for four Master trainers each year.

Conduct eight community caregiver classes each year. Classes are two hours per week for six weeks.

Perform program management and fidelity monitoring for partner agencies.

Provide respite care services, including in-home and adult day services, so that caregivers can attend the classes.

- Expected Outcome:
1. In FY 2010, the Savvy Caregiver Program will provide 110 caregivers with the tools and resources necessary to improve their dementia care giving skills and knowledge.
  2. Provide caregivers with a supportive environment in which to learn how to manage the stress of care giving.
  3. Approximately 16,800 hours of in-home and adult day respite services will be provided in order for caregivers to participate in the Savvy Caregiver Program.
  4. Program integrity will be maintained via central administrative and fiduciary oversight provided by AAA staff.

**STATE PLAN GOAL #2: Ensure that older adults have a choice in where they live through increased access to information and services.**

**Objective 1:** Provide a person-centered approach to all persons seeking services and supports.

Time Line: Ongoing

Activities: Continue training Person-Centered Planning (PCP) for Supports Coordination and Intake staff.  
Supervisory review of participant case files to ensure utilization of PCP principles.  
Provide all care management program participants with information regarding the availability of PCP.  
Distribute annual client satisfaction survey to all current program participants.  
Develop and conduct PCP training module for in-home service providers and local community focal points.

Annually  
December 2009

- Expected Outcome:
1. AAA staff will improve their understanding and application of PCP principles.
  2. Supervisory reviews will reveal broad application of PCP technique.
  3. A majority of current program participants will report that they are treated with dignity and respect and involved in making decisions about their care.
  4. In-home service providers will be more confident and better equipped to engage in the practice of person-centered thinking.

**Objective 2:** Provide a comprehensive internet-based website which will encompass a wide range of general aging information and resources as well as locally-based resources available to the community within the PSA.

Time Line: March 2010

Activities: Seek consultative services to improve upon the current AAA website navigational capabilities and informational format.  
Provide additional links within the site to ensure users are able to find all pertinent information to meet their needs such as disease management, caregiver resources, community supports, etc.

Expected Outcome: 1. Increased visibility of AAA and aging-related programs and supports.  
2. Availability of information in a person-centered format so that individuals can obtain the information they need, when they need it in a clear, concise manner.

**Objective 3:** Consumers maximize their ability to live as independently as possible.

Time Line: Ongoing

Activities: Provide outreach to staff and residents of licensed residential settings such as AFCs, Homes for the Aged, and nursing homes.  
Participate in local health fairs and educational events.  
Build community awareness through professional networks such as local coalitions and regional advisory boards.  
Provide outreach to local human service agencies (DHS) within the service area.

March 2010

Expected Outcome: 1. Increased consumer knowledge of long term care services and supports.  
2. Increased professional knowledge of long term care services and supports.  
3. Improved communication between collaborative bodies and local coalitions.

**Objective 4:** Provide person-centered access to information.

Time Line: December 2009

Activities: Participate as a coalition member in exploratory dialogues to expand the implementation of 211 to Northeast Michigan.

FY 2010

Gather and submit regional resource information for 211 database.  
Support implementation of 211 community resource call center.

February 2011

- Expected Outcome:
1. Provide an easy-to-remember, three-digit phone number that can connect clients with up-to-date information.
  2. Enhanced capabilities to provide AAA staff and community partners with current and accurate resource information.
  3. Reduced confusion and frustration for seniors, caregivers and disabled individuals in need of services and supports.
  4. Improved access to community services.

**STATE PLAN GOAL #3: Protect older adults from abuse and exploitation.**

**Objective 1:** Increase awareness of signs of abuse, neglect, and financial exploitation among senior populations and reporting procedures.

Time Line: FY 2010 – 2012

Activities: Conduct educational presentations for COAs, congregate meal sites, health fairs nursing homes and senior living complexes; provide posters, DVDs, and brochures; and conduct training for in-home provider and nursing home staff.

- Expected Outcome:
1. Improve awareness of signs of abuse, neglect and financial exploitation.
  2. Increase awareness and vigilance of reporting procedures.
  3. Reduced criminal victimization of seniors.

**Objective 2:** Improve collaboration with area law enforcement and Adult Protective Service (APS) workers in identifying and reporting suspected elder abuse.

Time Line: FY 2010 2012

Activities: Partner with APS and law enforcement to provide educational presentations among service organizations, congregate meal sites and senior living complexes within the Region 9 service area.  
Strengthen relations via invitation to local law enforcement and APS for increased visibility at senior attended events such as senior centers, health fairs, senior housing, etc.

- Expected Outcome:
1. Enhanced collaborative relationships with APS, law enforcement and the aging network.
  2. Enhanced relationships between APS, law enforcement and the senior population.

**Objective 3:** Assure access and visibility of the Long Term Care Ombudsman.

Time Line: Quarterly  
Ongoing

Activities: Visit nursing facilities on a quarterly basis.  
Recruit and maintain adequate level of trained volunteer ombudsmen.  
Ensure all complaints and informational contacts are resolved as expeditiously as possible.

Expected Outcome: 1. Consistent facility visits will ensure residents and staff have access to ombudsmen.  
2. Advocacy for resident rights.  
3. Training for nursing home staff will improve the quality of care residents receive.

**STATE PLAN GOAL #4: Improve the effectiveness, efficiency and quality of services provided through the Michigan Aging Network and its partners.**

**Objective 1:** Ensure in-home service providers have access to affordable continuing education opportunities, which enable them to develop, improve and maintain a high quality level of service to seniors.

Time Line: FY 2010 – 2012

Activities: Provide skills training sessions for in-home service providers.  
Partner with other human service and health care entities to ensure staff access to appropriate educational opportunities.

Expected Outcome: 1. In-home service providers will have increased access to continuing education events.  
2. Program participants will experience an increased level of quality care.  
3. In-home service contractors will have access to affordable staff training.

**Objective 2:** Local aging network partners will receive technical support.

Time Line: FY 2010 – 2012

Activities: Quarterly meetings will be arranged for COA and aging partners.  
Annual pre-bidders conference will be offered to potential contractors.  
Updates will be provided for the COA/AAA Policies Manual.  
AAA staff will be available to attend COA Board meetings.

- Expected Outcome:**
1. Improved communications with COAs and other partners.
  2. COAs and partners will have clear understanding of program requirements and expectations.
  3. Contract review and technical assistance will be provided.

**Other Goals:** Work to improve the availability of affordable, accessible transportation for older adults.

**Objective 1:** Communities will work to develop effective transportation plans.

**Time Line:** Ongoing

**Activities:** Identify and recommend individuals to county transportation boards.  
AAA staff will assist communities in becoming "Communities for a Lifetime".  
Assist in identifying potential funding resources for transportation projects.

- Expected Outcome:**
1. County transportation boards will have effective members working together to address transportation needs.
  2. Technical assistance will be provided to communities seeking designation as a Community for a Lifetime, which requires addressing a variety of transportation modes within a community including bike paths, sidewalks, and mass transit.
  3. Potential funding sources will be identified.

## PROGRAM DEVELOPMENT PART II.

Grants the AAA is currently involved in:

The AAA is currently involved in several evidence-based disease prevention programs, which include the Stanford Chronic Disease Self-Management Program (PATH), Matter of Balance (MOB) and exercise programs through the Arthritis Foundation. It is a proven fact that when individuals take control of their health, improved health outcomes result from their efforts. The AAA intends to continue support of these effective mechanisms of health management and will seek out additional opportunities with proven strategies.

In addition, the AAA is a partner in the OSA effort to provide interventions, education, supports and services for caregivers through the Savvy Caregiver Program in three counties (Alpena, Cheboygan, Otsego) of its service area. The Family Caregiver Alliance has published statistics showing 8.9 million caregivers (20% of adult caregivers) care for someone 50+ years that have dementia. Locally, it is estimated that there are 1,809 caregivers providing assistance to loved ones with dementia in the afore-mentioned three county area alone. The numbers are astounding and demonstrate the need for additional services and supports for caregivers. Unpaid family caregivers will likely continue to be the largest source of long-term care services in the U.S. and are estimated to reach 37 million caregivers by 2050, an increase of 85% from 2000 according to the Family Caregiver Alliance.

Person Centered Thinking/Self Determination:

Region 9 AAA has made the commitment to provide supports and services in a person-centered manner. All supports coordinator staff have received training from the Michigan Department of Community Health and practice within the framework of the "Person-Centered Planning for Community Based Long-Term Care Practice Guidelines for MI Choice Waiver Sites". It is imperative that planning and supports an individual receives is built upon that individual's capacity to engage in activities which promote community life and honor the individual's preferences, choices and abilities.

Person-Centered training has also been provided for Intake staff by the Michigan Office of Services to the Aging. As part of its Nursing Home Diversion grant, OSA provided training to all of its grantees. However, because OSA had additional training capacity available, non-grantees were also invited to participate in the training opportunity. Intake staffs are charged with the important task of providing information and referral for all persons seeking services and supports. They are the front line entry point for pre-eligibility screening and present the first impression of the agency. It is critical that they are provided the tools necessary to make every individual contact feel respected and that they are provided options and information in a manner that is meaningful to them.

Building upon the commitment for person-centered planning, the AAA implemented the self-determination option under the MI Choice Waiver Program at the end of fiscal year 2008. Currently six program participants are engaged in this option under the Waiver and all report significant satisfaction in the arrangement. Each current participant is offered the opportunity for self-determination upon enrollment or reassessment. Overall enrollment has been slow due to limited enrollment in the Waiver Program because of a waiting list for services.

In conjunction with the principles outlined in Project 2020, the AAA will be building capacity for person-centered thinking and self-determination within its provider pool as part of its future planning options particularly for individuals seeking long term care services and supports, but also in a manner that supports person-centered access for information in all aspects of the aging network.

## **SECTION VI ADVOCACY STRATEGY**

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- Narrative

## SECTION VI: ADVOCACY STRATEGY

A key component in the mission of Region 9 Area Agency on Aging is advocacy for older persons. This is accomplished through a myriad of avenues at the local, state and federal levels. The AAA also encourages its regional advisory council, policy board, and community partners to engage in advocacy efforts to ensure issues important to seniors are kept in the forefront and that legislative decisions are considered knowing the potential positive and negative effects to seniors. Thus, national and state legislation is monitored by the Michigan Senior Advocates Council as well as AAA staff that maintains communications with legislative offices. The Northeast Michigan Regional Council on Aging acts as a review and advocacy body to the NEMCSA Board of Directors.

The AAA has also established a consumer advisory council, which works not only to advocate on legislative issues, but provides input and guidance for ensuring a person-centered focus to the AAA as it provides supports and services to individuals in need of long term care. Representation of a wide range of partners is evident in the group composition including a nursing home, human service agency, in-home service provider, COA, advocacy agency, AAA staff as well as a majority of caregivers and program participants.

Efforts will continue to promote communities for a lifetime. Within the twelve county region, two communities have been successful in achieving state recognition for their strides in preparing their communities for the life span of its residents. The AAA will seek out additional communities in need of technical assistance in pursuing opportunities that enhance choices for independence.

The AAA will also work with local entities in an effort to coordinate all stakeholders, service networks, local government and older persons for the purpose of achieving a coordinated system of information, referral and access to services. The implementation of a 211 telephone information and assistance system in Northeast Michigan will provide a step in the right direction to achieving a single point of entry for long term care services and supports as well as other community resources and programs.

The Medicare Medicaid Assistance Program and the Long Term Care Ombudsman Program continue to be important pieces of the AAA's advocacy strategy. At the heart of both programs is dedicated staff and strong commitment from community volunteers as well as the local Councils/Commissions on Aging. MMAP volunteers are well-trained in the intricacies of Medicare, Medicaid, prescription drug plans and other public benefits. They assist persons with questions or problems and help provide outreach for other program resources such as the MI Café Program, Veteran's benefits, and low income subsidies. The Long Term Care Ombudsman volunteers are instrumental in helping to maintain a visible presence and access to nursing home residents and staff for the purpose of ensuring residents' rights and resolution of complaints. The AAA will continue to support and recruit volunteers for both of these programs.

The AAA recognizes the importance of being involved in organizations which have an impact on the lives of older persons. Therefore, the AAA will continue its memberships and positions on boards including the following organizations: Michigan Guardianship Association, Best Practices of Northern Michigan, Greater Michigan Chapter Alzheimer's Association, Meals on Wheels Association of Michigan, National Association of Nutrition and Aging Services Programs, Michigan Association of Nutrition and Aging Services Program, American Dietetic Association, Michigan Adult Day Services Association, Michigan Parkinson's Foundation, Michigan Dementia Education Network, National Association of Area Agencies on Aging, Area Agencies on Aging Association of Michigan, Michigan Senior Advocates, American Society on Aging, Northeast Coalition for the Prevention of Homelessness and Hunger, Alcona County Emergency Food and Shelter Grant Board, Northeast Michigan Home Care Coalition, Cheboygan Area Senior Advocates, and the District Health Dept. #4 Home Health Advisory Council.

## **SECTION VII COMMUNITY FOCAL POINTS**

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- Focal Points

Advocacy efforts will continue to support community based care programs. Many studies have demonstrated the cost effectiveness and preferred option of person-centered, community based care services and supports; however, public policy and funding has not always followed suit and programs are often operating in underfunded and under-supported modes. The AAA will continue to work with partners to develop creative strategies to assure individuals are provided the most appropriate and desired level of care in the individual's setting of choice. The AAA will support the continued efforts of long-term care rebalancing on a statewide basis.

**SECTION VII: COMMUNITY FOCAL POINTS**

Region 9 Area Agency on Aging uniformly funds the following services through funding to the focal points: Homemaker, Personal Care, Respite, Congregate Meals, Home Delivered Meals, National Family Caregiver Support, and Disease Prevention Health Promotion. Additionally, Alpena, Arenac, Cheboygan and Otsego Counties receive The Merit Award funding to provide Adult Day Services.

Population figures are based on the 2006 census data estimates.

<b>Name</b>	<b>NEMCSA - Region 9 Area Agency on Aging</b>
<b>Address</b>	<b>2375 Gordon Road, Alpena, MI 49707</b>
<b>Website</b>	<b><a href="http://www.nemcsa.org">www.nemcsa.org</a></b>
<b>Telephone Number</b>	<b>989-356-3474</b>
<b>Contact Person</b>	<b>Laurie Sauer, AAA Director</b>
<b>Service Boundaries</b>	<b>12 Counties in the PSA</b>
<b>Number of persons within boundary</b>	<b>60+ population = 62,268</b>
<b>Services Provided</b>	<b>LTC Ombudsman, Elder Abuse Prevention, Medication Management, Health Promotion, Legal Services, Care Management, MI Choice Waiver and those services listed at the bottom of this page.</b>

<b>Name</b>	<b>Care Management Program</b>
<b>Address</b>	<b>2569 US-23 S, Alpena, MI 49707</b>
<b>Website</b>	<b><a href="http://www.nemcsa.org">www.nemcsa.org</a></b>
<b>Telephone Number</b>	<b>1-800-219-2273 ext. 231</b>
<b>Contact Person</b>	<b>Rebecca Hawks, Intake Specialist</b>
<b>Service Boundaries</b>	<b>Alcona, Alpena, Montmorency and Presque Isle</b>
<b>Number of persons within boundary</b>	<b>60+ population = 18,929</b>
<b>Services Provided</b>	<b>Person-centered support, services and coordination</b>

<b>Name</b>	Care Management Program
<b>Address</b>	630 Progress Street, Suite 100, West Branch, MI 48661
<b>Website</b>	<a href="http://www.nemcsa.org">www.nemcsa.org</a>
<b>Telephone Number</b>	1-877-345-1975
<b>Contact Person</b>	Bonnie Holstine, Intake Specialist
<b>Service Boundaries</b>	Arenac, Crawford, Iosco, Ogemaw, Oscoda and Roscommon
<b>Number of persons within boundary</b>	60+ population = 31,766
<b>Services Provided</b>	Person-centered support, services and coordination

<b>Name</b>	Care Management Program
<b>Address</b>	520 N. Main Street, Suite 206A, Cheboygan, MI 49721
<b>Website</b>	<a href="http://www.nemcsa.org">www.nemcsa.org</a>
<b>Telephone Number</b>	1-800-211-1002
<b>Contact Person</b>	Kelly Penfield, Intake Specialist
<b>Service Boundaries</b>	Cheboygan and Otsego Counties
<b>Number of persons within boundary</b>	60+ population = 11,573
<b>Services Provided</b>	Person-centered support, services and coordination

<b>Name</b>	Alcona County Commission on Aging
<b>Address</b>	P.O. Box 218, 207 Church Street, Lincoln, MI 48742
<b>Website</b>	<a href="http://www.alconaseniors.org">www.alconaseniors.org</a>
<b>Telephone Number</b>	1-800-818-7898
<b>Contact Person</b>	Lynn Hinojosa, Director
<b>Service Boundaries</b>	Alcona County
<b>Number of persons within boundary</b>	60+ population = 4,156
<b>Services Provided</b>	Homemaker, Personal Care, Respite, Congregate and Home Delivered Meals, National Family Caregiver Support and Disease Prevention Health Promotion.

<b>Name</b>	Alpena Area Senior Citizens Council
<b>Address</b>	501 River Street, Alpena, MI 49707
<b>Website</b>	None
<b>Telephone Number</b>	1-888-251-1082
<b>Contact Person</b>	Grace Marshall, Director
<b>Service Boundaries</b>	Alpena County
<b>Number of persons within boundary</b>	60+ population = 7,212
<b>Services Provided</b>	Homemaker, Personal Care, Respite, Congregate and Home Delivered Meals, National Family Caregiver Support, Disease Prevention Health Promotion and Adult Day Services.

<b>Name</b>	<b>Alpena County Commission on Older Persons</b>
<b>Address</b>	<b>Alpena County Courthouse, 720 W. Chisholm, Alpena, MI 49707</b>
<b>Website</b>	<b><a href="http://www.alpenacounty.org">www.alpenacounty.org</a></b>
<b>Telephone Number</b>	<b>989-354-9500</b>
<b>Contact Person</b>	<b>Tammy Bates, Board Secretary</b>
<b>Service Boundaries</b>	<b>Alpena County</b>
<b>Number of persons within boundary</b>	<b>60+ population = 7,212</b>
<b>Services Provided</b>	<b>Homemaker, Personal Care, Respite, Congregate and Home Delivered Meals, National Family Caregiver Support, Disease Prevention Health Promotion and Adult Day Services.</b>

<b>Name</b>	<b>Sunrise Side Senior Services</b>
<b>Address</b>	<b>131 Clyde, Omer, MI 48749</b>
<b>Website</b>	<b>None</b>
<b>Telephone Number</b>	<b>1-888-370-7184</b>
<b>Contact Person</b>	<b>Karen Pitylak, Director</b>
<b>Service Boundaries</b>	<b>Arenac County</b>
<b>Number of persons within boundary</b>	<b>60+ population = 3,991</b>
<b>Services Provided</b>	<b>Homemaker, Personal Care, Respite, Congregate and Home Delivered Meals, National Family Caregiver Support, Disease Prevention Health Promotion and Adult Day Services.</b>

<b>Name</b>	<b>Cheboygan County Council on Aging</b>
<b>Address</b>	<b>1531 Sand Road, Cheboygan, MI 49721</b>
<b>Website</b>	<b><a href="http://www.3coa.com">www.3coa.com</a></b>
<b>Telephone Number</b>	<b>231-627-7234</b>
<b>Contact Person</b>	<b>Mike Bur, Director</b>
<b>Service Boundaries</b>	<b>Cheboygan County</b>
<b>Number of persons within boundary</b>	<b>60+ population = 6,657</b>
<b>Services Provided</b>	<b>Homemaker, Personal Care, Respite, Congregate and Home Delivered Meals, National Family Caregiver Support, Disease Prevention Health Promotion and Adult Day Services.</b>

<b>Name</b>	<b>Wolverine Senior Center</b>
<b>Address</b>	<b>6270 Wolverine Road, Wolverine, MI 49799</b>
<b>Website</b>	<b><a href="http://www.3coa.com">www.3coa.com</a></b>
<b>Telephone Number</b>	<b>231-525-8969</b>
<b>Contact Person</b>	<b>Gail Tinker, Site Manager</b>

<b>Name</b>	<b>Crawford County Commission on Aging</b>
<b>Address</b>	<b>308 Lawndale Street, Grayling, MI 49738</b>
<b>Website</b>	<b><a href="http://www.crawfordcoa.org">www.crawfordcoa.org</a></b>
<b>Telephone Number</b>	<b>989-348-7123</b>
<b>Contact Person</b>	<b>Alice Snyder, Director</b>
<b>Service Boundaries</b>	<b>Crawford County</b>
<b>Number of persons within boundary</b>	<b>60+ population = 3,352</b>
<b>Services Provided</b>	<b>Homemaker, Personal Care, Respite, Congregate and Home Delivered Meals, National Family Caregiver Support and Disease Prevention Health Promotion.</b>

<b>Name</b>	<b>Iosco County Commission on Aging</b>
<b>Address</b>	<b>P.O. Box 160, 413 E. Main Street, Hale, MI 48739</b>
<b>Website</b>	<b>None</b>
<b>Telephone Number</b>	<b>989-728-6484</b>
<b>Contact Person</b>	<b>Julie Ann Jones, Director</b>
<b>Service Boundaries</b>	<b>Iosco County</b>
<b>Number of persons within boundary</b>	<b>60+ population = 7,910</b>
<b>Services Provided</b>	<b>Homemaker, Personal Care, Respite, Congregate and Home Delivered Meals, National Family Caregiver Support and Disease Prevention Health Promotion.</b>

<b>Name</b>	<b>Hale Senior Center</b>
<b>Address</b>	<b>310 N. Washington, Hale, MI 48739</b>
<b>Website</b>	<b>None</b>
<b>Telephone Number</b>	<b>989-728-4251</b>
<b>Contact Person</b>	<b>Dale Sabino, Center Manager</b>

<b>Name</b>	<b>Oscoda Senior Center</b>
<b>Address</b>	<b>653 State Street, Oscoda, MI 48750</b>
<b>Website</b>	<b>None</b>
<b>Telephone Number</b>	<b>989-739-3668</b>
<b>Contact Person</b>	<b>Helen Kaiser, Center Manager</b>

<b>Name</b>	<b>Tawas Senior Center</b>
<b>Address</b>	<b>312 Newman Street, East Tawas, MI 48730</b>
<b>Website</b>	<b>None</b>
<b>Telephone Number</b>	<b>989-362-6892</b>
<b>Contact Person</b>	<b>Catherine Warnez, Center Manager</b>

<b>Name</b>	Montmorency County Commission on Aging
<b>Address</b>	P.O. Box 788, 11463 McArthur Road, Atlanta, MI 49709
<b>Website</b>	<a href="http://www.mccoa.info">www.mccoa.info</a>
<b>Telephone Number</b>	989-785-2580
<b>Contact Person</b>	Stacy Carroll, Director
<b>Service Boundaries</b>	Montmorency County
<b>Number of persons within boundary</b>	60+ population = 3,326
<b>Services Provided</b>	Homemaker, Personal Care, Respite, Congregate and Home Delivered Meals, National Family Caregiver Support and Disease Prevention Health Promotion.

<b>Name</b>	Atlanta Senior Center
<b>Address</b>	P.O. Box 565, 11780 M-33 N., Atlanta, MI 49709
<b>Website</b>	<a href="http://www.mccoa.info">www.mccoa.info</a>
<b>Telephone Number</b>	989-785-3932
<b>Contact Person</b>	Stacy Carroll, Director

<b>Name</b>	Hillman Senior Center
<b>Address</b>	431 Pineview Court, Hillman, MI 49746
<b>Website</b>	<a href="http://www.mccoa.info">www.mccoa.info</a>
<b>Telephone Number</b>	989-742-3013
<b>Contact Person</b>	Stacy Carroll, Director

<b>Name</b>	Lewiston Senior Center
<b>Address</b>	P.O. Box 552, 2811 Kneeland Street, Lewiston, MI 49756
<b>Website</b>	<a href="http://www.mccoa.info">www.mccoa.info</a>
<b>Telephone Number</b>	989-786-3124
<b>Contact Person</b>	Stacy Carroll, Director

<b>Name</b>	Ogemaw Commission on Aging
<b>Address</b>	205 S. 8 <sup>th</sup> Street, West Branch, MI 48661
<b>Website</b>	None
<b>Telephone Number</b>	989-345-5300
<b>Contact Person</b>	Carol Gillman, Director
<b>Service Boundaries</b>	Ogemaw County
<b>Number of persons within boundary</b>	60+ population = 5,768
<b>Services Provided</b>	Homemaker, Personal Care, Respite, Congregate and Home Delivered Meals, National Family Caregiver Support and Disease Prevention Health Promotion.

<b>Name</b>	Skidway Lake Senior Center
<b>Address</b>	2777 Greenwood Road, Prescott, MI 48756
<b>Website</b>	None
<b>Telephone Number</b>	989-873-3305
<b>Contact Person</b>	Mary Jones, Center Manager

<b>Name</b>	<b>Page Street Senior Center</b>
<b>Address</b>	<b>130 Page Street, West Branch, MI 48661</b>
<b>Website</b>	<b>None</b>
<b>Telephone Number</b>	<b>989-345-1710</b>
<b>Contact Person</b>	<b>Cindy Hurd, Center Manager</b>

<b>Name</b>	<b>Oscoda County Council on Aging</b>
<b>Address</b>	<b>429 Mt. Tom Road</b>
<b>Website</b>	<b>None</b>
<b>Telephone Number</b>	<b>989-826-3025</b>
<b>Contact Person</b>	<b>Mark Grantner, Director</b>
<b>Service Boundaries</b>	<b>Oscoda County</b>
<b>Number of persons within boundary</b>	<b>60+ population = 2,619</b>
<b>Services Provided</b>	<b>Homemaker, Personal Care, Respite, Congregate and Home Delivered Meals, National Family Caregiver Support and Disease Prevention Health Promotion.</b>

<b>Name</b>	<b>Otsego County Commission on Aging</b>
<b>Address</b>	<b>120 Grandview Boulevard, Gaylord, MI 49735</b>
<b>Website</b>	<b><a href="http://www.otsegocountycoa.org">www.otsegocountycoa.org</a></b>
<b>Telephone Number</b>	<b>989-732-1122</b>
<b>Contact Person</b>	<b>Dona Wishart, Ex. Director Dale Gehman, Director</b>
<b>Service Boundaries</b>	<b>Otsego County</b>
<b>Number of persons within boundary</b>	<b>60+ population = 4,916</b>
<b>Services Provided</b>	<b>Homemaker, Personal Care, Respite, Congregate and Home Delivered Meals, National Family Caregiver Support, Disease Prevention Health Promotion and Adult Day Services.</b>

<b>Name</b>	<b>Presque Isle County Council on Aging</b>
<b>Address</b>	<b>6520 Darga Highway, Posen, MI 49776</b>
<b>Website</b>	<b>None</b>
<b>Telephone Number</b>	<b>989-766-8191</b>
<b>Contact Person</b>	<b>Barbara Nagi, Director</b>
<b>Service Boundaries</b>	<b>Presque Isle County</b>
<b>Number of persons within boundary</b>	<b>60+ population = 4,235</b>
<b>Services Provided</b>	<b>Homemaker, Personal Care, Respite, Congregate and Home Delivered Meals, National Family Caregiver Support and Disease Prevention Health Promotion.</b>

<b>Name</b>	<b>Onaway Senior Center</b>
<b>Address</b>	<b>4203 S. Lynn Street, Onaway, MI 49765</b>
<b>Website</b>	<b>None</b>
<b>Telephone Number</b>	<b>989-733-2559</b>
<b>Contact Person</b>	<b>Marilyn LeFave, Site Manager</b>

<b>Name</b>	<b>Roscommon County Commission on Aging</b>
<b>Address</b>	<b>2625 Townline Road, Houghton Lake, MI 48629</b>
<b>Website</b>	<b><a href="http://www.roscommoncounty.net">www.roscommoncounty.net</a></b>
<b>Telephone Number</b>	<b>989-366-0205</b>
<b>Contact Person</b>	<b>Carolyn Moore, Director</b>
<b>Service Boundaries</b>	<b>Roscommon County</b>
<b>Number of persons within boundary</b>	<b>60+ population = 8,126</b>
<b>Services Provided</b>	<b>Homemaker, Personal Care, Respite, Congregate and Home Delivered Meals, National Family Caregiver Support and Disease Prevention Health Promotion.</b>
<b>Name</b>	<b>Houghton Lake Senior Center</b>
<b>Address</b>	<b>Same as COA above</b>
<b>Website</b>	<b><a href="http://www.roscommoncounty.net">www.roscommoncounty.net</a></b>
<b>Telephone Number</b>	<b>989-366-0205</b>
<b>Contact Person</b>	<b>Sharon Symons, Center Manager</b>
<b>Name</b>	<b>Roscommon Senior Center</b>
<b>Address</b>	<b>510 South Street, Roscommon, MI 48653</b>
<b>Website</b>	<b><a href="http://www.roscommoncounty.net">www.roscommoncounty.net</a></b>
<b>Telephone Number</b>	<b>989-275-8421</b>
<b>Contact Person</b>	<b>Hugh Haeffner, Center Manager</b>
<b>Name</b>	<b>St. Helen Senior Center</b>
<b>Address</b>	<b>10493 East Airport Road, St. Helen, MI 48656</b>
<b>Website</b>	<b><a href="http://www.roscommoncounty.net">www.roscommoncounty.net</a></b>
<b>Telephone Number</b>	<b>989-389-7551</b>
<b>Contact Person</b>	<b>Liz Dunaj, Center Manager</b>

<b>Name</b>	<b>The Caring Place Adult Day Services</b>
<b>Address</b>	<b>100 Woods Circle, Alpena, MI 49707</b>
<b>Website</b>	<b><a href="http://www.dhd4.org/tcpadc.htm">www.dhd4.org/tcpadc.htm</a></b>
<b>Telephone Number</b>	<b>989-358-7928</b>
<b>Contact Person</b>	<b>Karol Cain, Director</b>
<b>Service Boundaries</b>	<b>Alcona, Alpena, Montmorency and Presque Isle</b>
<b>Number of persons within boundary</b>	<b>60+ population = 18,929</b>
<b>Services Provided</b>	<b>Adult Day Care Services.</b>

<b>Name</b>	<b>Pleasant Days Adult Day Services</b>
<b>Address</b>	<b>131 Clyde, Omer, MI 48749</b>
<b>Website</b>	<b>None</b>
<b>Telephone Number</b>	<b>1-888-370-7184</b>
<b>Contact Person</b>	<b>Karen Pitylak, Director</b>
<b>Service Boundaries</b>	<b>Arenac County</b>
<b>Number of persons within boundary</b>	<b>60+ population = 3,991</b>
<b>Services Provided</b>	<b>Adult Day Care Services.</b>

<b>Name</b>	<b>Sand Castles Adult Day Services</b>
<b>Address</b>	<b>1531 Sand Road, Cheboygan, MI 49721</b>
<b>Website</b>	<b><a href="http://www.3coa.com">www.3coa.com</a></b>
<b>Telephone Number</b>	<b>231-597-8317</b>
<b>Contact Person</b>	<b>Mike Bur, Director</b>
<b>Service Boundaries</b>	<b>Cheboygan County</b>
<b>Number of persons within boundary</b>	<b>60+ population = 6,657</b>
<b>Services Provided</b>	<b>Adult Day Care Services.</b>

<b>Name</b>	<b>Otsego Haus Adult Day Services</b>
<b>Address</b>	<b>95 Livingston Boulevard, Gaylord, MI 49735</b>
<b>Website</b>	<b><a href="http://www.otsegocountycoa.org">www.otsegocountycoa.org</a></b>
<b>Telephone Number</b>	<b>989-732-1122</b>
<b>Contact Person</b>	<b>Dona Wishart, Executive Director</b>
<b>Service Boundaries</b>	<b>Otsego County</b>
<b>Number of persons within boundary</b>	<b>60+ population = 4,916</b>
<b>Services Provided</b>	<b>Adult Day Care Services.</b>

# **GLOSSARY OF ACRONYMS**

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## GLOSSARY OF ACRONYMS

AAA	Area Agency on Aging
AAAAM	Area Agency on Aging Association of Michigan
AARP	American Association of Retired Persons
AD	Alzheimer's Disease
ADC	Adult Day Care
ADRC	Aging and Disability Resource Center
ADS	Adult Day Service
ADL	Activities of Daily Living
AFC	Adult Foster Care
AG	Attorney General
AIM	Aging in Michigan (OSA Publication)
AIP	Annual Implementation Plan
AIS	Aging Information System
ALF	Assisted Living Facility
4AM	Area Agencies on Aging Association of Michigan
AoA	Administration on Aging
APS	Adult Protective Services
BEAM	Bringing the Eden Alternative to the Midwest
ASA	American Society on Aging
CAP	Community Action Program
CBC	Citizens for Better Care
CM	Care Management
CMIS	Client Management Information System
CMS	Center for Medicare & Medicaid Services (formerly HCFA)
CNS	Corporation for National Service
COA	Commission on Aging/Council on Aging
CPHA	Community Public Health Agency
CR	Caregiver Respite (state)
CSA	Commission on Services to the Aging
DCH	Department of Community Health
DCIS/CIS	Department of Consumer and Industry Services
DHHS/HHS	U.S. Department of Health and Human Services
DHS	MI Dept. of Human Services (formerly the Family Independence Agency)
DMB	Department of Management and Budget

DoE	Department of Education
DoL	Department of Labor
DoT	Department of Transportation
DV	Domestic Violence
ELM	ElderLaw of Michigan
FGP	Foster Grandparent Program
FTC	Federal Trade Commission
FY	Fiscal Year
GAO	General Accounting Office
HB	House Bill (state)
HCBS/ED	Home & Community Based Services for the Elderly and Disabled Waiver (HCBS/ED) program commonly known as MIChoice
HDM	Home Delivered Meals
HMO	Health Maintenance Organization
HR	House Bill (federal)
HSA	Health Systems Agency
I&A	Information and Assistance
I&R	Information and Referral
IADL	Independent Activities of Daily Living
IM	Information Memorandum
IoG	Institute of Gerontology
LEP	Limited English Proficiency
LSP	Legal Services Program
LTC	Long-Term Care
MADSA	Michigan Adult Day Services Association
MATF	Merit Award Trust Fund (formerly known as "Tobacco Settlement")
MCO	Managed Care Organization
MHSCC	Michigan Hispanic Senior Citizens Coalition
MIACoA	Michigan Indian Advisory Council on Aging
MICIS	MI Choice Information System
MIS	Management Information System
MLSC	Michigan Legal Services Corporation
MMAP	Medicare/Medicaid Assistance Program
MSA	Medical Services Administration
MSAC	Michigan Senior Advocates Council
MSC	Michigan Senior Coalition (formerly Senior Power Day)

MSHDA	Michigan State Housing Development Authority
MSG	Michigan Society of Gerontology
MQCCC	Michigan Quality Community Care Council
MYP	Multi-Year Plan
N4A	National Association of Area Agencies on Aging
NAPIS	National Aging Programs Information System
NASUA	National Association of State Units on Aging
NCBA	National Center on Black Aged
NCOA	National Council on Aging
NCSC	National Council of Senior Citizens
NF	Nursing Facility
NFA	Notification of Financial Assistance
NFCSP	National Family Caregiver Support Program
NIA	National Institute on Aging
NISC	National Institute of Senior Citizens
NSSC	National Senior Service Corps
OAA	Older Americans Act
OAVP	Older American Volunteer Program
OHDS	Office of Human Development Services
OMB	Office of Management and Budget (federal)
OSA	Office of Services to the Aging
OWL	Older Women's League
PA	Public Act
PI	Program Instruction
PRR	Program Revision Request
PSA	Planning and Service Area
PY	Program Year
RFP	Request For Proposal
RSVP	Retired & Senior Volunteer Program
SAC	State Advisory Council
SB	Senate Bill (state)
SCP	Senior Companion Program
SCSEP	Senior Community Service Employment Program
SEAQRT	Senior Exploitation and Abuse Quick Response Team
SGA	Statement of Grant Award
SMSA	Standard Metropolitan Statistical Area

SNF	Skilled Nursing Facility
SPE	Single Point of Entry
SR	Senate Bill (federal)
SS	Social Security
SSA	Social Security Administration
SSI	Supplemental Security Income
SUA	State Unit on Aging
TA	Technical Assistance
TCM	Targeted Case Management
USDA	United States Department of Agriculture
VA	Veterans' Administration
WHCoA	White House Conference on Aging
WOW	Wider Opportunities for Women

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