COUNTY OF OSCEOLA
BOARD OF COMMISSIONERS' 
COMMITTEE OF THE WHOLE
AGENDA
Tuesday, March 6, 2018
301 West Upton Ave., Reed City, Michigan
2nd Floor, Board of Commissioners' Room, 9:30 a.m.

NOTE: Claims will be available for review from 9:00 – 9:30 a.m.

1. Meeting Called to Order by Chairperson.

2. Additions or Deletions to the Agenda – Approval of the Agenda.


4. Employee/Board Comments.

5. Consider Approval of the Minutes of February 20, 2018.

6. Consider Payment of Claims.

7. Old Business:
   A. Discuss Mid Michigan ME Group – Lisa Kaspriak:
      1. General Liability Insurance
      2. Payment for Services
   B. Consider Other Budget Amendments, Cash Transfers, and Journal Register Reports from Treasurer.

8. New Business:
   A. Discuss C.O.A. United Way 2018 Grant Funding Application – Scott Schryer.
   B. Discuss Veterans MVAA County Training Grant – Susan Vander Pol.

9. Other Business:

10. Employee/Board Comments.

11. Extended Public Comments (Six Minute Limit).


Note: A quorum of the Board of Commissioners may be present at the Committee meetings.

PUBLIC COMMENT
The Committee welcomes public comment. We appreciate your attendance and look forward to hearing any concerns you may have. We request that the following rules of procedure be followed: At the beginning and at the end of each Committee meeting, there is time to receive public comment from the audience. If you wish to address the Committee, we ask that you stand, give your name and present your concern. If you wish to speak while the Committee is addressing a specific issue, you are asked to make arrangements ahead of time with the Committee Chairperson. No comments or questions will be taken at any other time.

If you should require special assistance in order to attend the meeting, please notify the County Coordinator at (231) 832-6196, twenty-four (24) hours before the posted meeting time, for arrangements to be made.
OSCEOLA COUNTY
COMMITTEE OF THE WHOLE
MINUTES
FEBRUARY 20, 2018

The Committee meeting was called to order at 9:34 a.m. by Chairman Emig.


Also present: Jeremy Beebe-E.M.S. Director, Scott Schryer-C.O.A. Director, Susan Vander Pol-County Coordinator, Karen Bluhm-County Clerk, and other members of the public.

Motion by Commissioner Nehmer, seconded by Commissioner Gregory, to approve the agenda as presented. Motion carried.

Brief Public Comment: Derek Vincent from Evart, Michigan, shared a handout with Commissioners and spoke about his concerns regarding E.M.S.

Employee/Board Comment: None.

Motion by Commissioner Nehmer, seconded by Commissioner Wayne, to approve the minutes from February 6, 2018. Motion carried.

Update on Medical Examiner General Liability Insurance
Susan Vander Pol, County Coordinator, spoke about the general liability insurance carried by Dr. Wagner, Medical Examiner. She explained to the Board how it differs from our new contract as to coverage, however it cannot be re-written until July 2018. Discussion was held. Commissioner Emig also explained some communications received from the Medical Examiner’s office over the past few days and the lack of coverage by that office to our County. Discussion continued.

Recommended by Commissioner Nehmer, seconded by Commissioner Elkins, to accept the current liability insurance coverage for Dr. Wagner at $200,000 per claim and $600,000 aggregate until July 1, 2018 and $1,000,000 required under the terms required of the contract after July 1, 2018, with any claims processed per the contractor’s contracted liability insurance limits. Recommendation was unanimously supported.

E.M.D. WMSRDC 2017 HSGP Intergovernmental Agreement
Commissioner Gregory, on behalf of Mark Watkins, E.M.D. Director, explained the proposed WMSRDC agreement to Board members. He advised WMSRDC is the judiciary for many grants received and that this is an annual agreement.

Recommended by Commissioner Gregory, seconded by Commissioner Halladay, to approve the WMSRDC 2017 HSGP Intergovernmental Agreement as submitted. Recommendation was unanimously supported.

C.O.A. Department Closure Policy
Scott Schryer, C.O.A. Director, explained how their current departmental closure policy works. He explained the Meals program closes if the Chairman of the Board closes the building, however the Nutrition Program closes based on the school districts closing. He then explained how he wishes to change the policy. Discussion was held.

Recommended by Commissioner Nehmer, seconded by Commissioner Wayne, to approve the Commission on Aging Department Closure Policy as submitted. Recommendation was unanimously supported.

Jeremy Beebe, E.M.S. Director, asked Board members to accept their departmental bad debt report for the final quarter of 2017.
Recommended by Commissioner Gregory, seconded by Commissioner Nehmer, to approve the E.M.S. bad
debt write offs for October through December 2017 in the amount of $42,443.75. Recommendation was
unanimously supported.

BioMedical Solutions, Inc.-Preventative Maintenance Agreement
Jeremy Beebe, E.M.S. Director, spoke to the Board about a one-year agreement with BioMedical Solutions, Inc. for
preventative maintenance for much of their equipment. They are based in the Mount Pleasant area and come on-
site. The other company is in New York, and they have to ship the equipment to them. The cost of the one-year
agreement is $2,300. Discussion was held.

Recommended by Commissioner Nehmer, seconded by Commissioner Gregory, to approve the agreement
with BioMedical Solutions for preventative maintenance and authorize the Chairman to sign. Recommendation was unanimously supported.

E.M.S. 2017 Annual Report
Jeremy Beebe, E.M.S. Director, highlighted areas of the E.M.S. 2017 annual report. He spoke about the fund
balance, noting the millage may not all need to be spread during the next tax year. He spoke about departmental
equipment and staffing. He also reviewed call volumes and shared a map showing where the calls have occurred.
Discussion was held.

Birch Communications Inc. Service Order
Susan Vander Pol, County Coordinator, shared more information regarding our old AT&T land lines that were not
turned over to JIVE and why we still need some of those lines. She also spoke about continuing efforts to remedy
our issues with AT&T. In the meantime, she is asking for the land lines to be switched from AT&T to Birch
Communications. Discussion was held.

Recommended by Commissioner Elkins, seconded by Commissioner Nehmer, to approve the three-year
agreement with Birch Communications for county land lines and authorize the County Coordinator to sign
the agreement as the County Purchasing Agent. Recommendation was unanimously supported.

LCM Surveying & Engineering Inc. Agreement
Susan Vander Pol, County Coordinator, explained the proposed agreement with LCM Surveying & Engineering
Inc. for our Remonumentation services. A brief discussion was held.

Recommended by Commissioner Gregory, seconded by Commissioner Nehmer, to approve the 2018
agreement with LCM Surveying & Engineering, Inc. for Remonumentation services and authorize the
Chairman to sign. Recommendation was unanimously supported.

Budget Amendments, Cash Transfer & Treasurer’s January 2018 Journal Register
Commissioner Elkins reviewed the budget amendments for 2017 and 2018 along with a cash transfer.

Recommended by Commissioner Elkins, seconded by Commissioner Wayne, to approve the budget
amendments and Treasurer’s January 2018 Journal Register Report as submitted. Recommendation was
unanimously supported.

Payment of the Claims
Discussion was held on whether any claims for the Medical Examiner were included in the claims submitted today.
No claims were included this time.

Recommended by Commissioner Elkins, seconded by Commissioner Wayne, to approve the claims of the
County in the amount of $76,848.73. Recommendation was unanimously supported.
Employee/Board Comments
Karen Bluhm, County Clerk, asked for verification on how long an employee could be held “inactive” on the County’s employment and not require a new pre-employment physical and drug screen. Discussion was held.

Recommended by Commissioner Gregory, seconded by Commissioner Nehmer, to terminate an employee that has not worked for one year, unless there is a negotiated term in a union contract covering the position. Recommendation was unanimously supported.

Extended Public Comment: None.

Moved by Commissioner Nehmer, seconded by Commissioner Gregory at 11:07 a.m. Motion carried.

Karen J. Bluhm, Osceola County Clerk

Larry Emig, Chairman
Agency: Osceola County Commission on Aging

Program: Osceola Senior Meals

2018 Request: $25,000

2017 Allocation: $25,000

Contact Name: Scott Schryer

Phone Number: 231-734-5559

Email Address: sschryer@osceolacoa.org

Area of Critical Need: *Food X *Shelter *Basic Needs
*At-Risk Youth *Justice *Mental or Physical Health

Thank you in advance for your time in applying to United Way. We must insure that we are good stewards of hard-earned United Way community funds. Our community donor volunteers will make their best attempt at careful determinations for allocations after:

- Reviewing the applications
- Interviewing applicants
- Weighing overall community needs
Organizational Summary (200 words)

Why our agency is requesting this grant and how are funds allocated:

All funding received from United Way is allocated to the raw food account. This funding is for the home delivered food program. United Way funding makes it possible to offset our raw food cost as our client numbers increase.

Our goals are to provide hot nutritious lunches to homebound, frail, elderly, and nutritionally at risk senior citizens who are unable to obtain food, prepare or cook a daily meal. Hospital released seniors are put on meals during their recovery or until they are able to cook or prepare their own meals. Recovery times vary per person. All hospital referrals are automatically started the next delivery day.

We provide peace of mind to the client’s family and caregivers by knowing their loved one is being checked on while delivering their meal. Some clients have no family members near to make a daily check or we’re the only person a client may see that whole day.

Nutrition is one major key to keeping seniors in their own homes as long as possible while living with independence and dignity. If a person has trouble making meals and does not receive proper nutrition, his health will decline. That in turn forces him into an inpatient setting, which costs the person and state more money.

Our aging adults are finding it harder to purchase propane or medications. Our program helps feed these seniors on a daily basis. These seniors can have heat and buy their medications without worrying about the cost of a nutritious balanced meal. Our meal program gives a client the free will to donate for a meal at a suggested donation of $2.00 per meal. A client will still receive meals even if he/she is unable to donate.

We do a weekly food order from our food vendor Gordon’s food. This order is week by week and we order off from our approved monthly menu. Our menu is approved by our Area Agency on Aging Dietician.

Exhibit A Gordon’s food purchase order
Exhibit B Monthly Menu
What outcomes do we hope to achieve?

We would hope to be able to continue to cook, prepare and to provide a hot nutritious meal to all Osceola County home delivered seniors in need. We would like to maintain our current service level and be able to increase services as the need arises. We will strive to avoid a waiting list and meet the nutritional needs of our “Older Adults”. While we continue to maintain service levels, this will help our seniors to be able to stay in their own homes and age with independence and dignity.

Agency Information (300 words)

Organization History:

Home Delivered:

The meals program serves the frail, elderly, home bound and nutritionally at risk seniors of Osceola County over the age of 60 and their spouses. Each client must meet some eligibility criteria in order to be considered home bound. A person is considered to be home bound if he is unable to leave his home on a regular basis or must have assistance. Assistance is using a walker, wheelchair or caregiver.

When a referral is made (self, hospital, nursing home, family, or friends) the Services Case Coordinator will call the client and start the process of reviewing and asking questions to make certain the client is receptive to our services and to explain what services we offer. A caseworker is assigned to this client. The caseworker will go out and do an assessment and will determine if this client is eligible for home delivery. If the client is eligible for home delivery, the meals will be started within 10 days. If the client is determined not to be eligible, the caseworker will enlighten the client of the meal site close to them. Each client is reassessed every six months and this is to make sure of any health changes or if our services are meeting the client’s needs. A hospital release will automatically start home delivery meals the next day after the referral is made or within 3 days after referral.

After the initial intake assessment the case worker notifies the Nutrition Coordinator. At this point the Nutrition Coordinator assigns the proper route. The client is put in a computer program that has all the clients’ information including emergency contacts.

Every week the route sheets are generated for each delivery driver, this will include client’s name, address, phone number and how many meals a client should receive.

Our kitchen staff receives a copy of this route sheet each week so they know how many meals each driver should be delivering. This helps reduce waste since an appropriate amount of food will be prepared.

The meals program delivers one hot meal five days a week (Monday, Tuesday, Wednesday, Thursday and Friday) and 2 frozen meals for the weekend. Each hot meal includes 2 or 3 oz. of protein, 1 cup of vegetables (this could include ½ cup of two different vegetables) two breads, fruit, and 2% milk. Two
frozen meals will be delivered on Thursday for the weekend. If the client is nutritionally at risk, the client may be eligible to receive a second meal per day. This is in the form of a frozen meal. If a client is in a rural area where we are unable to deliver a hot meal in our allowed time, this client will receive five or seven frozen meals once per week. Currently we are able to reach all clients.

Currently we have five meal routes throughout Osceola County. We pay an hourly wage and reimburse mileage at the current IRS rate of $.53.5 per mile. The Reed City route is approximately 63 miles per day, Marion is approximately 47 mile, Evart route is around 53, Tustin route is 38 miles, and Ashton route is approximately 38 miles per day. Our County vehicle delivers the Evart route; this route is approximately 54 miles per day. Each driver spends two to four hours per day to complete his/her route.

While delivering the meal, the drivers do a well check on the client. If the driver observes a change or an issue with the client, then the driver will call and report to the appropriate personnel. A follow up call is made to the client or to the client’s family or emergency contact.

If the client is not home for delivery, the driver will call the office to report the client undeliverable. Office personnel will ask the driver if he tried to call the client, if the door is unlocked and if he can see the client through the windows. After these questions are asked a call will be made to the client’s emergency contact. If contact cannot be made, two staff members will go to the client’s home and check the client’s wellbeing.

At the beginning of each month, each client will receive a donation statement with the number of meals they received for the prior month and a suggested donation amount. This is just a donation statement that gives a client the free will to donate. These meals are generated from the driver’s route sheets. No client will be refused or disqualified if they are not able to donate.

During the winter months each client will receive up to five emergency meals. Three meals will be shelf stable meals and two in the form of a frozen meal. The clients are to use one of these meals in the event we are unable to deliver meals due to bad road conditions. If all five meals are used, we will deliver two more.

Mission statement and how it relates to your funding request:

Osceola County Commission on Aging and Senior Meals Program relate due to having the same mission and goals for our senior citizens of Osceola County. We are one agency with multiple services. Commission on Aging and the Meals Program operates on a separate budget due to funding differences through Area Agency on Aging of Western Michigan. Our agency programs work together to keep our “Older Adults” in their own home, allowing them to age with independence and dignity.

The mission for the meals program is to serve our clients of Osceola County and to avoid a waiting list if all possible. We meet our goals every day when we are able to feed a senior.
Organizations chart or Advisory council roster including board, staff and volunteer involvement (with names).

- Organization chart See attachment exhibit C
- Advisory council roster see attachment exhibit D
- Osceola County Board of Commissioners see attachment exhibit E

Current programming activities and accomplishments:

Our programs accomplishment is avoiding a waiting by adding a fifth route. By adding this fifth route we are also able to reach more clients in our allowed delivery time. We also were able to save two clients lives by having a daily check with these clients.

How is your program unique?
The Osceola County Commission on Aging is the only home delivered meal program within the county.

Grant Purpose (400 words)

Targeted population to be served and how will they benefit:

Seniors who qualify and benefit from home delivered meals are frail, elderly, home bound, hospital releases, nursing home releases and nutritionally at risk seniors of Osceola County over the age of 60 and their spouse or caregiver. A person who is considered to be home bound is a person who cannot leave his/her house on a regular basis or without assistance.

Our seniors, who are unable to obtain food, prepare or cook a daily meal benefit from our hot nutritional meal. A client will be served a hot nutritional meal five days a week and if needed they can receive a frozen meal for the weekend. A client who is nutritionally at risk will be offered a second meals and this is in the form of a frozen meal.

During winter months each client will receive three to five emergency meals. Three meals will consist of shelf stable items and two frozen meals. These emergency meals are designed to help when our meals program is unable to deliver due to icy roads.

We also provide peace of mind to the client’s family by knowing their loved one is being checked on while delivering their meal. While the meal is being delivered our delivery person is doing a well check on this client. They will report any issues to the appropriate personnel, and the client’s emergency contact will be notified if needed. Our delivery drivers may be the only friendly face these clients see until family members come home or visit. Most drivers are CPR certified.

It helps our senior clients to stay in their own home and age with dignity as long as possible.
As our home delivered meals program helps our senior clients it also helps the client’s family members as they have peace of mind knowing their loved one has received a nutritional lunch and a daily well check.

The meals program has a suggested $2.00 donation per meal as this gives the client a free will to donate. If a client is unable to donate he/she is not be disqualified from the program. As the cost of living is rising our seniors are finding it more difficult to afford their everyday necessities including food, medicines and heat.

Program goals, objectives and action plans:

The Commission on Aging strives to maintain the highest standards of quality care necessary to provide the assistance that our “Older Adults” require to remain in their own home and age with independence and dignity. Our agency accomplishes this through programs that we offer: Four Congregate Meal Sites (Tustin, Marion, Evart, and Reed City), Home Delivered Meals, Homemaking, Home Health Aide, Respite Care and Transportation.

Our goals are to comply with the dietary guidelines for Americans. To provide one hot nutritious lunch five days a week to homebound, frail, and nutritionally at risk senior citizens who are unable to obtain food, prepare or cook a daily meal. We provide frozen meals for the weekend. We also send out emergency meals to each client in case we are unable to deliver due to bad weather. We provide frozen meals once a week to clients who are too rural to reach on a daily basis. We provide peace of mind to the client’s family by knowing their loved one is being checked on while delivering their meal.

Our goal is to establish a program that will be an ongoing program and will bring in revenue, while keeping the expenses minimal. Our options revolve around using our approved certified kitchen. This could include the possibility of catering to weddings, or any function that may include using a caterer. Our kitchen will be used to do numerous fundraising events; these will include spaghetti dinners, pancake breakfasts, dinner dances, and dinner theater.

Barriers or threats to the success of the program:

The major barrier or threats for the meals program is budget cuts. Every year we face more cuts and cost of living increases that affect this program, which in turn affects the service level that we can provide to our clients. When we face these cuts, we must make up the difference through fundraisers; unfortunately our fundraisers have felt the impact also.

Our fundraising has been a challenge. We are finding that the local businesses are tightening their budgets and are unable to donate or participate.
Long-term strategies for funding this project:

With our certified and approved cooking kitchen, we are now able to hold more fundraisers that would include the community. We are now able to offer catering to small groups for meetings/trainings. Our program is able to cook our own frozen meals and emergency meals, which have proven to be a success in savings.

Explanation of how funding will make this a better community:

Funding the home delivered meal program will help our aging seniors of Osceola County. Funding will help assure eligible seniors would be able to stay in their home longer, be more independent and age with dignity. Our seniors would be able to receive a hot healthy nutritional meal once per day. Good nutrition is one key to staying healthy. It will be used in raw food purchasing.

Evaluation

Define “your unit of service“:

Each meal served to an eligible participant is considered a unit.

How success will be defined and measured, active involvement:

How we measure our success and evaluate the program is a part of our agreement with Area Agency on Aging of Western Michigan Older American Act policies. Our program must send out written outcomes on a yearly basis to home delivered and congregate participants that reference improvement in the quality of a client’s life. Outcomes are benefits for participants during and after program activities. Outcomes may relate to behavior, skills, knowledge, attitudes, value, conditions, status or other attributes. Our program must have outcome statements and measurable indicators that represent achievements of the outcome.

The program sends out a survey with a return envelope every year to each home delivered meal client. This is distributed by the delivery driver along with the client’s meal. The client then has the choice to return the survey with the driver or return by mail.

The congregate participants fill out their survey as an activity at the meal site. The site manager helps by reading the questions to the participants. Then they are collected.

Once all surveys are returned, read and tallied, we use the survey as a tool to determine strengths and weaknesses. Also, the clients’ caseworker stays involved and they complete a reassessment every six months to determine if the clients’ needs had been met or have changed. Over all, the surveys show that we are meeting 96% of the home delivered basic food needs.

In 2017 our program served 24,089 hot nutritional meals to home bound clients. For 2018 our home delivered meals program is budgeted to serve 28,334 hot nutritional meals.
Attached you will find a copy of the survey questions and the percentage outcome. Exhibit F

**Volunteer involvement:**

**What are your current volunteer’s roles?**

Our agency has an advisory board which currently has 8 volunteer board members. This board meets at the Commission on Aging office every first Wednesday of the month. The Advisory board helps advocate and promote our programs and help with fundraisers and activities. These members are volunteers that reside throughout Osceola County.

Attached you will find the by-laws and functions of the Osceola County Commission on Aging Advisory Council.

Exhibit G

**Client Success Story**

Attached is a newspaper article of one success story that happened in 2017. Our delivery driver saved him twice within months apart. This gentleman is now living down state with a relative.

**Our second success story:**

On January 12, 2018 at 12:15 pm Home delivered driver Nick Wetherington called to report he found his 95 year old client, Ruby Keehn on the floor in a lot of pain. Ruby told Nick that she fell at 7 am and had crawled up two steps to get close to the door where she could be seen. Ruby was not wearing her life alert that morning and she was in so much pain that she could not go any further to reach her phone in the next room. Ruby remembered that Nick was going to be there that day to deliver her meal so she waited from 7 am until 12:15 p.m.

When Nick arrived, he saw Ruby on the floor and started acting right away. He followed protocol and called the Commission on Aging office and we were able to walk him through. Emergency services were called and family emergency contacts were notified. While waiting for the emergency team Nick covered up Ruby to keep her warm and sat next to her and kept her talking. Nick had said Ruby was coughing up blood and he knew that something was majorly wrong. We kept Nick on the phone to help comfort him and our client. Ruby was taken to the hospital and was found with three broken ribs and a punctured lung. Ruby is still in rehab but is in great hopes that she can return home and resume the meals. Ruby and her family are very grateful for the meals program and that Nick found her and got help. Ruby’s son Jack said he wouldn’t have found Ruby for 3 or 4 hours.
<table>
<thead>
<tr>
<th>Item Code</th>
<th>Qty</th>
<th>Unit</th>
<th>Item Description</th>
<th>Unit Price</th>
<th>Extende Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>445401</td>
<td>1</td>
<td>CASE</td>
<td>4-5# CHEESE PARM GRTD PG 40325</td>
<td>21.92</td>
<td>87.66</td>
</tr>
<tr>
<td>504602</td>
<td>1</td>
<td>CASE</td>
<td>4-1GAL MILK WHT 2% P/L 2-25-18</td>
<td>3.68</td>
<td>14.71</td>
</tr>
<tr>
<td>806341</td>
<td>19</td>
<td>CASE</td>
<td>40-8FLZ MILK WHT 2% 52606/41698 2-2017</td>
<td>0.31</td>
<td>12.28</td>
</tr>
<tr>
<td>860490</td>
<td>2</td>
<td>CASE</td>
<td>100-1Z SOUR CREAM PKT GFS 8604900 4-17-18</td>
<td>0.17</td>
<td>17.32</td>
</tr>
<tr>
<td>Totals:</td>
<td>23</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>426288</td>
<td>1</td>
<td>CASE</td>
<td>12-2# SPROUT BRUSSEL MED GFS</td>
<td>2.20</td>
<td>26.34</td>
</tr>
<tr>
<td>511269</td>
<td>2</td>
<td>CASE</td>
<td>240-1.5Z ROLL DGH WHEAT RICH'S 04300</td>
<td>32.27</td>
<td>64.54</td>
</tr>
<tr>
<td>517830</td>
<td>1</td>
<td>CASE</td>
<td>12-12CT BUN HOT DOG WHEAT WHL 7157/7057</td>
<td>2.05</td>
<td>24.56</td>
</tr>
<tr>
<td>530395</td>
<td>1</td>
<td>CASE</td>
<td>12-2# ASPARAGUS CUTS/TIPS IQF 10090</td>
<td>5.02</td>
<td>60.21</td>
</tr>
<tr>
<td>610791</td>
<td>1</td>
<td>CASE</td>
<td>6-4# BEAN GREEN CUT GFS 3800400412506</td>
<td>4.61</td>
<td>27.66</td>
</tr>
<tr>
<td>610871</td>
<td>1</td>
<td>CASE</td>
<td>6-4# BROCCOLI CUTS GFS 62540</td>
<td>4.89</td>
<td>29.35</td>
</tr>
<tr>
<td>134740</td>
<td>1</td>
<td>CASE</td>
<td>10# 4Z PORK CHOP BONELESS 134740-2545</td>
<td>0.83</td>
<td>33.29</td>
</tr>
<tr>
<td>709689</td>
<td>2</td>
<td>CASE</td>
<td>2-5# CKD SKNLS BRATWURST 5/# 101543/100021</td>
<td>15.97</td>
<td>31.94</td>
</tr>
<tr>
<td>168378</td>
<td>2</td>
<td>CASE</td>
<td>1-10# COD LOINS 4Z IQF 133031 P/L</td>
<td>38.24</td>
<td>76.48</td>
</tr>
<tr>
<td>764270</td>
<td>3</td>
<td>CASE</td>
<td>3-5# 4Z CHIX BRST BNLS SKNLS 10542</td>
<td>14.91</td>
<td>44.72</td>
</tr>
<tr>
<td>Totals:</td>
<td>16</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>117773</td>
<td>1</td>
<td>CASE</td>
<td>6-10 APPLE SLCD WP GFS 117773</td>
<td>5.98</td>
<td>35.85</td>
</tr>
<tr>
<td>132000</td>
<td>3</td>
<td>CASE</td>
<td>36-4Z TROPICAL FRUIT SALAD CUPS 03048</td>
<td>0.53</td>
<td>15.91</td>
</tr>
<tr>
<td>192015</td>
<td>1</td>
<td>CASE</td>
<td>6-10 BEAN CHILI MEX 12F842/192015</td>
<td>4.23</td>
<td>25.38</td>
</tr>
<tr>
<td>213361</td>
<td>1</td>
<td>CASE</td>
<td>200-12GM SAUCE TARTAR PKT GFS 76008</td>
<td>0.05</td>
<td>10.31</td>
</tr>
<tr>
<td>306347</td>
<td>1</td>
<td>CASE</td>
<td>6-10 SAUCE TOMATO MW GCHC GFS8A99</td>
<td>3.29</td>
<td>19.75</td>
</tr>
<tr>
<td>405170</td>
<td>1</td>
<td>CASE</td>
<td>6-21Z PAN COATING SPRAY GFS 22428</td>
<td>5.16</td>
<td>30.97</td>
</tr>
<tr>
<td>513849</td>
<td>1</td>
<td>EACH</td>
<td>1-36Z GFS BAKING SODA 6CH</td>
<td>5.94</td>
<td>5.94</td>
</tr>
<tr>
<td>219750</td>
<td>1</td>
<td>CASE</td>
<td>3-1GAL MR. FLOOR CLEANER 84959180</td>
<td>13.36</td>
<td>40.08</td>
</tr>
<tr>
<td>302414</td>
<td>1</td>
<td>CASE</td>
<td>12-46FLZ TOMATO JUICE SACRAM SACVA46%</td>
<td>1.22</td>
<td>14.60</td>
</tr>
<tr>
<td>Totals:</td>
<td>11</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Sub-total: $1,182.1

Spec Key
<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Cases</th>
<th>Amount</th>
<th>Tax</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>C</td>
<td>Contracted manufacturer item</td>
<td>9</td>
<td>185.23</td>
<td>0.00</td>
<td>185.23</td>
</tr>
<tr>
<td></td>
<td></td>
<td>7</td>
<td>232.68</td>
<td>0.00</td>
<td>232.68</td>
</tr>
<tr>
<td></td>
<td></td>
<td>4</td>
<td>129.11</td>
<td>0.00</td>
<td>129.11</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2</td>
<td>76.48</td>
<td>0.00</td>
<td>76.48</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3</td>
<td>134.16</td>
<td>0.00</td>
<td>134.16</td>
</tr>
<tr>
<td></td>
<td></td>
<td>23</td>
<td>370.33</td>
<td>0.00</td>
<td>370.33</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1</td>
<td>40.08</td>
<td>0.00</td>
<td>40.08</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1</td>
<td>14.60</td>
<td>0.00</td>
<td>14.60</td>
</tr>
<tr>
<td></td>
<td></td>
<td>50</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Customer's signature evidences receipt of all items listed and its promise to pay the amount due to GFS. Customer agrees that if a check, draft or any other order of payment (each, a "Transaction") issued for payment of this invoice is dishonored, GFS may re-present the Transaction and issue a draft against the account upon which the Transaction is drawn for a fee up to the maximum permitted by law. All unpaid invoices are subject to a time price differential of 1 1/2% per month on the unpaid balance after the due date. – The perishable agricultural commodities shown on this invoice are sold subject to the statutory trust authorized by section 5(c) of the Perishable Agricultural Commodities Act, 1930 (7 U.S.C. 499(e)(c)). The seller of these commodities retains a trust claim over these commodities, all inventories of food or other products derived from these commodities and any receivable or proceeds from the sale of these commodities until full payment is received. – Marine Stewardship Council : MSC-C-53810

SubTotal: $1,182.6

Invoice Total: $1,182.6

Customer Number: 515770011

Purchase Order: 183830381

Invoice Date: 02/13/2018

Due Date: 03/15/2018

Pay This Amount: $1,182.67
<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday—HDM</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 Hot Dog/Bun</td>
<td>6 Roasted Chicken</td>
<td>7 Potato Soup/Crackers</td>
<td>1 Spanish Rice</td>
<td>2</td>
</tr>
<tr>
<td>Mac &amp; Cheese</td>
<td>Mashed Potato/Gravy</td>
<td>Cocktail Weenies</td>
<td>Asparagus</td>
<td></td>
</tr>
<tr>
<td>Peas</td>
<td>Winter Blend Veg</td>
<td>Broccoli</td>
<td>Beets</td>
<td></td>
</tr>
<tr>
<td>Tropical Fruit</td>
<td>Roll</td>
<td>Peaches</td>
<td>Roll</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Apple Sauce</td>
<td></td>
<td>Jell-O/Fruit</td>
<td></td>
</tr>
<tr>
<td>12 Stuffed Peppers</td>
<td>13 Sweet &amp; Sour Pork Chop</td>
<td>14 Parmesan Chicken</td>
<td>8 Tuna Noodle Casserole</td>
<td>9</td>
</tr>
<tr>
<td>Red Potato</td>
<td>Mixed Vegetables</td>
<td>Breast</td>
<td>Mixed Veg</td>
<td></td>
</tr>
<tr>
<td>California Blend</td>
<td>Carrots</td>
<td>Garlic Mashed Potato</td>
<td>Roll</td>
<td></td>
</tr>
<tr>
<td>Jell-O Fruit</td>
<td>Rice</td>
<td>Brussel Sprouts</td>
<td>Peaches</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Pineapple</td>
<td></td>
<td>Happy Valentines Day!</td>
<td></td>
</tr>
<tr>
<td>19 COA CLOSED</td>
<td>20 Baked Cod</td>
<td>21 Mostaccioli</td>
<td>15 Chili</td>
<td>16</td>
</tr>
<tr>
<td>Presidents Day</td>
<td>Cheesy Rice</td>
<td>Winter Blend</td>
<td>Baked Potato</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Green Bean Casserole</td>
<td>Corn</td>
<td>Cheesy Broccoli</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Roll</td>
<td>Garlic Bread</td>
<td>Crackers</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Spiced Apples</td>
<td>Mixed Fruit</td>
<td>Apple Crisp</td>
<td></td>
</tr>
<tr>
<td>26 Spaghetti/Meat Balls</td>
<td>27 Open Face Hot Roast</td>
<td>28 Liver and Onion</td>
<td>22 Pulled BBQ Chicken/Bun</td>
<td>23</td>
</tr>
<tr>
<td>Waxed Beans</td>
<td>Beef Sandwich</td>
<td>Mashed Potato/Gravy</td>
<td>Squash</td>
<td></td>
</tr>
<tr>
<td>Italian Blend</td>
<td>Mashed Potato/Gravy</td>
<td>Carrots &amp; Peas</td>
<td>Peas &amp; Carrots</td>
<td></td>
</tr>
<tr>
<td>Garlic Bread</td>
<td>Broccoli</td>
<td>Roll</td>
<td>Tropical Fruit</td>
<td></td>
</tr>
<tr>
<td>Apricots</td>
<td>Pears</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**OUR MENU MAY CONTAIN FOOD ALLERGENS**

---

**EVART**
732 W. 7th St
Evart, MI 49631
Mon—Thurs 12:00pm

**REED CITY**
802 Mill St.
Reed City, MI
Mon—Thurs 12:00pm

**TUSTIN**
213 Neilson
Tustin
Mon—Thurs 12:00pm

**MARION**
101 E Main St.
Marion, MI
Mon—Thurs 12:00pm
2018  
COA ADVISORY BOARD MEMBERS  
February 7, 2018 MEETING

<table>
<thead>
<tr>
<th>NAME</th>
<th>APPOINTED DATE</th>
<th>PHONE #</th>
<th>EMAIL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cushman, Donna</td>
<td>8/2014</td>
<td>989-382-5675</td>
<td><a href="mailto:dcush60@gmail.com">dcush60@gmail.com</a></td>
</tr>
<tr>
<td>Moomey, Virginia</td>
<td>8/2014</td>
<td>231-743-6313</td>
<td><a href="mailto:virmoomey@gmail.com">virmoomey@gmail.com</a></td>
</tr>
<tr>
<td>Proefrock, Marylou</td>
<td>1/2013</td>
<td>231-832-4938</td>
<td><a href="mailto:artandmaryloupro@gmail.com">artandmaryloupro@gmail.com</a></td>
</tr>
<tr>
<td>Hofmeister, Marlene</td>
<td>9/2016</td>
<td>231-743-2024</td>
<td><a href="mailto:mar901e@yahoo.com">mar901e@yahoo.com</a></td>
</tr>
<tr>
<td>Ann Holmes</td>
<td>9/2016</td>
<td>989-382-7035</td>
<td><a href="mailto:anholmes1932@gmail.com">anholmes1932@gmail.com</a></td>
</tr>
<tr>
<td>Richard Karns</td>
<td>2/2016</td>
<td>231-832-4474</td>
<td></td>
</tr>
<tr>
<td>Sandy Szeligia</td>
<td>2/2017</td>
<td>231-734-3386</td>
<td><a href="mailto:sls548@aol.com">sls548@aol.com</a></td>
</tr>
<tr>
<td>Jennifer Daly</td>
<td>6/2017</td>
<td>231-414-6956</td>
<td><a href="mailto:jdaly@michworkswc.org">jdaly@michworkswc.org</a></td>
</tr>
</tbody>
</table>

EMPLOYEES

<table>
<thead>
<tr>
<th>NAME</th>
<th>Phone #</th>
<th>EMAIL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scott Schryer – Chair</td>
<td>231-734-6002</td>
<td><a href="mailto:sschryer@osceolacoa.org">sschryer@osceolacoa.org</a></td>
</tr>
<tr>
<td>Robin Fuerneisen – V. Chair</td>
<td>231-734-6005</td>
<td><a href="mailto:rfuerneisen@osceolacoa.org">rfuerneisen@osceolacoa.org</a></td>
</tr>
</tbody>
</table>

GUESTS
County Commissioners

District 1
Jill Halladay
district1@osceolacountymi.com
(231) 250-0548
10060 220th Avenue, Reed City, MI  49677
Represents Lincoln, LeRoy, and south & east Richmond Townships

District 2
Mark Gregory
district2@osceolacountymi.com
(231) 768-4530
16657 140th Avenue, LeRoy, MI  49655
Represents Burdell, Rose Lake, and two-thirds of Sherman Townshi

District 3
Jack Nehmer

http://www.osceola-county.org/residents/county_commissioners/index.php

2/15/2018
District 4
Alan Tiedt, Vice Chairperson
aptiedt@hotmail.com
(231) 734-3445
5755 30th Avenue, Sears, MI 49679
Represents Hartwick, Middle Branch, Orient, and Sylvan Townships

District 5
Roger Elkins
rogerbelkins@gmail.com
(231) 734-2815
815 N. Pine Street, Evart, MI 49631
Represents City of Evart, Cedar Township, and Osceola Township

District 6
Pam Wayne
pwayne.district6@hotmail.com
(231) 832-4976
4676 165th Avenue, Hersey, MI 49639
Represents Hersey and Evart Townships

District 7
Larry Emig, Chairperson
larryeemig@yahoo.com
(231) 832-4880
436 W. Osceola Avenue, Reed City, MI 49677
Represents City of Reed City and part of Richmond Township
Dear Meals on Wheels Participant,

We are always working to improve the quality of our services. Please take a moment to answer these questions about yourself and the meals you are served.

1. Meals on Wheels is my main source of food?
   □ Agree
   □ Disagree

2. In general, I like the taste of the meals.
   □ Agree
   □ Disagree

3. I know there is a suggested donation for the meal.
   □ Agree
   □ Disagree

4. The meal I receive is a good value for the requested donation.
   □ Agree
   □ Disagree

5. Since receiving the meals, my health has improved.
   □ Agree
   □ Disagree

6. The meals I receive have helped me remain in my home.
   □ Agree
   □ Disagree

7. I receive valuable health and nutrition information with my monthly menu.
   □ Agree
   □ Disagree

8. My meal driver is courteous and friendly.
   □ Agree
   □ Disagree

9. Overall, my basic food needs are being met.
   □ Agree
   □ Disagree

This is the end of the survey; thank you for participating!

If you would like to be contacted, please provide your name and phone number.

Name: ____________________ Phone number: ____________________
HDM FY 17 Outcomes

Instructions: Enter number of responses in the appropriate box. Percentages will automatically calculate.

<table>
<thead>
<tr>
<th>1. Meals on Wheels is my main source of food.</th>
<th>#</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agree</td>
<td>28</td>
<td>57%</td>
</tr>
<tr>
<td>Disagree</td>
<td>21</td>
<td>43%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>6. The meals I receive have helped me remain in my home.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agree</td>
</tr>
<tr>
<td>Disagree</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2. In general, I like the taste of the meals.</th>
<th>#</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agree</td>
<td>44</td>
<td>94%</td>
</tr>
<tr>
<td>Disagree</td>
<td>3</td>
<td>6%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>7. I receive valuable health and nutrition information with my monthly menu.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agree</td>
</tr>
<tr>
<td>Disagree</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3. I know there is a suggested donation for the meal.</th>
<th>#</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agree</td>
<td>47</td>
<td>100%</td>
</tr>
<tr>
<td>Disagree</td>
<td>0</td>
<td>0%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>8. My meal driver is courteous and friendly.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agree</td>
</tr>
<tr>
<td>Disagree</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>4. The meal I receive is a good value for the requested donation.</th>
<th>#</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agree</td>
<td>46</td>
<td>98%</td>
</tr>
<tr>
<td>Disagree</td>
<td>1</td>
<td>2%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>9. Overall, my basic food needs are being met.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agree</td>
</tr>
<tr>
<td>Disagree</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>5. Since receiving the meals, my health has improved.</th>
<th>#</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agree</td>
<td>40</td>
<td>85%</td>
</tr>
<tr>
<td>Disagree</td>
<td>7</td>
<td>15%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Standardized Outcomes</th>
</tr>
</thead>
<tbody>
<tr>
<td>90% of clients will like the taste of their meals.</td>
</tr>
<tr>
<td>Achieved %: 94%</td>
</tr>
<tr>
<td>Outcome Achieved (Yes/No): Yes</td>
</tr>
<tr>
<td>70% of clients will report that their health has improved since receiving the meals.</td>
</tr>
<tr>
<td>Achieved %: 85%</td>
</tr>
<tr>
<td>Outcome Achieved (Yes/No): Yes</td>
</tr>
<tr>
<td>85% of clients will report that the meals help them remain in their home.</td>
</tr>
<tr>
<td>Achieved %: 79%</td>
</tr>
<tr>
<td>Outcome Achieved (Yes/No): No</td>
</tr>
<tr>
<td>90% of clients will report that their driver is friendly and courteous.</td>
</tr>
<tr>
<td>Achieved %: 100%</td>
</tr>
<tr>
<td>Outcome Achieved (Yes/No): Yes</td>
</tr>
<tr>
<td>90% of clients will report that their basic food needs are met.</td>
</tr>
<tr>
<td>Achieved %: 96%</td>
</tr>
<tr>
<td>Outcome Achieved (Yes/No): Yes</td>
</tr>
</tbody>
</table>
Osceola County Commission on Aging

BY-LAWS
OSCEOLA COUNTY COMMISSION ON AGING
ADVISORY COUNCIL

ARTICLE 1, NAME

1.1 The name of this organization is the Osceola County Commission on Aging Advisory Council.

ARTICLE 2, PURPOSES AND FUNCTIONS

2.1 The purpose of the Advisory Council is to identify needs of the sixty years and over population of Osceola County. To assist the Director of the Commission on Aging in implementing a plan of action whereby these needs can be met.

2.2 Among the functions deemed necessary to accomplish these purposes are the following.

1. To assist in gathering factual information by identifying the types and scope of services required within the planning and service area, such as:
   a. Social and family problems
   b. Economic needs
   c. Health care-medical, dental, vision, hearing and nutritional
   d. Transportation

2. To make recommendations to the Osceola County Commission on Aging Director for his/her consideration.

3. To accept and consider for action, any matters brought to the advisory council by the general public, or other agencies. Any and all final actions must be approved by Director.
ARTICLE 3, MEMBERS

3.1 Any person residing in Osceola County, concerned with enhancing, improving, and safeguarding the welfare of elderly citizens, is eligible to become a member.

3.2 The Advisory Council will have up to 16 members, each being appointed for two (2) years.

3.3 Preference would be that each one quarter (1/4) of the County shall have up to four (4) representatives. Ex officio members would be Commission on Aging Director and Nutrition Program Administrator.

3.4 Members of the Advisory Council may offer names of persons to fill any vacancies.

3.5 Members may be re-appointed to two (2) additional terms, for a maximum of 6 years.

3.6 Any Advisory Council member who is absent from two (2) consecutive meetings without an excused absence from the Commission on Aging Director, may be declared ineligible to continue as a Council member. Ineligibility is determined by the Director, based on the circumstances in each case. A recommendation for action will be made to the Advisory Council as a whole, and if approved, a new appointment to the Advisory Council will be made.

3.7 In any matter requiring a vote, each member has but one vote, to include Ex officio members with the Director only voting in the case of a tie.

3.8 Once a member has reached their 6 year term limit, they must take at least one year off before being able to return to the board.

ARTICLE 4, OFFICERS, COMMITTEES AND DUTIES

4.1 The Advisory Council shall have the following officers appointed as follows:
CHAIRPERSON
VICE CHAIR
SECRETARY

A Commission on Aging employee who is accountable to the Director of that office may be called upon to take minutes in the absence of the Secretary.

4.2 Officers shall be elected at each January meeting. No person may hold more than one office, and the term of office shall be one year.

4.3 No funds will be managed by the Advisory Council, so there is no need for a Treasurer. All funds raised by this group will run through the Commission on Aging books.

4.4 The Chairman shall preside at each meeting of the Advisory Council, or the Vice Chairman, if the Chairman is absent.

4.5 The Secretary will see to the record keeping accuracy of the minutes, and handle any correspondence that may be required from time to time.

4.6 The Chairman will appoint members to serve on Committees as needed.

ARTICLE 5, MEETINGS

5.1 Regular monthly meetings will be established at the 1st January meeting, which will be the organization meeting.

5.2 Special meetings may be called by the Chairman, if warranted by special events.

5.3 Meeting cancellations will be up to the Chairman to notify the group. Although the mentality will be NOT to cancel.
ARTICLE 6, AMENDMENTS

6.1 All amendments to these by-laws will be written by the Director and voted in by 50% +1 of the membership that attend said meeting, with a minimum of half the current board present.

6.2 Roberts Rules of Order (revised) will be the parliamentary Authority of all procedural matters.

ARTICLE 7, MILEAGE REIMBURSEMENT

7.1 At this time there is no mileage reimbursement for Osceola County Commission on Aging Advisory Council members.
Michigan Sales and Use Tax Certificate of Exemption

DO NOT send to the Department of Treasury. Certificate must be retained in the Seller's Records.

This certificate is invalid unless all four sections are completed by the purchaser.

SECTION 1: TYPE OF PURCHASE

☐ One-time purchase.

☐ Blanket Certificate. Recurring business relationship

Blanket certificate: # 38-6004880
Expiration Date (maximum of four years): 07/10/2016

The purchaser hereby claims exemption on the purchase of tangible personal property and selected services made from the vendor listed below. This certificate that this claim is based upon the purchaser's proposed use of the items or services, OR the status of the purchaser.

Vendor's Name and Address

SECTION 2: ITEMS COVERED BY THIS CERTIFICATE

Check one of the following:

1. ☑ All items purchased
2. ☐ Limited to the following items:

SECTION 3: BASIS FOR EXEMPTION CLAIM

Check one of the following:

1. ☐ For Resale at Retail. Enter Sales Tax License Number:

2. ☐ For Lease. Enter Use Tax Registration Number:

The following exemptions DO NOT require the purchaser to provide a number:

3. ☐ For Resale at wholesale
4. ☐ Agricultural Production. Enter percentage: _____ %
5. ☐ Industrial Processing. Enter percentage: _____ %
6. ☑ Church, Government Entity, Nonprofit School, or Nonprofit Hospital (Circle type of organization)
7. ☐ Nonprofit Internal Revenue Code Section 501(c)(3) or 501(c)(4) Exempt Organization (must provide IRS authorized letter with this form)
8. ☐ Nonprofit Organization with an authorized letter issued by the Michigan Department of Treasury prior to June 1994 (must provide copy of letter with this form)
9. ☐ Rolling Stock purchased by an Interstate Motor Carrier
10. ☐ Direct Mail (delivered to multiple taxing jurisdictions - purchaser assumes tax payment obligation)
11. ☐ Other (explain):

SECTION 4: CERTIFICATION

I declare, under penalty of perjury, that the information on this certificate is true, that I have consulted the statutes, administrative rules and other sources of law applicable to my exemption, and that I have exercised reasonable care in ensuring that my claim of exemption is valid under Michigan law. In the event this claim is disallowed, I accept full responsibility for the payment of tax, penalty and any accrued interest, including, if necessary, reimbursement to the vendor for tax and accrued interest.

Type of Business (see codes on page 2)

05 Government

Business Name: Osceola County

Business Address: 301 West Upton Avenue

Business Telephone Number (include area code): (231) 832-3261

Signature and Title: [Signature]

Business Name: Osceola County

City, State, ZIP Code: Reed City, MI 49677

Name (Print or Type): Karen J. Bluhm

Date Signed: 11/1/2013
Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

1. Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
   Osceola County

2. Business name/disregarded entity name, if different from above

3. Check appropriate box for federal tax classification; check only one of the following seven boxes:
   - Individual/sole proprietor or
   - C Corporation
   - S Corporation
   - Partnership
   - Trust/estate
   - Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership)
   - Other (see instructions)

Note: For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.

4. Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
   - Exempt payee code (if any)
   - Exemption from FATCA reporting code (if any)

(Places to accounts maintained outside the U.S.)

5. Address (number, street, and apt. or suite no.)
   301 W. Upton

6. City, state, and ZIP code
   Need City, MI 49677

7. List account number(s) here (optional)

Requester’s name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see How to get a TIN on page 3.

Note: If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number

OR

Employer Identification number

38-6004880

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and

2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and

3. I am a U.S. citizen or other U.S. person (defined below); and

4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Signature of U.S. person

Karen L. Decker

Date

May 10, 2016

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/w9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an Information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT interest earned or paid
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of real property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding,
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See What is FATCA reporting? on page 2 for further information.
MISSION STATEMENT

The Osceola Commission on Aging is a well established public agency, which has served as a focal point for services for the Osceola County "Seniors" for many years. Our Agency is held accountable to the Osceola County Board of Commissioners, AAA of Western Michigan, Inc., and Osceola County residents.

The Commission on Aging staff strives to maintain the highest standards of quality care necessary to provide the assistance that our "Older Adults" require in order to remain in their own homes and age with "independence and dignity."
Agency Budget

Agency: Osceola County Commission on Aging

April 1, 2018 – March 31, 2019

<table>
<thead>
<tr>
<th>Revenue</th>
<th>Budget</th>
<th>Projected (P) or Confirmed (C)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Mecosta-Osceola United Way</td>
<td>25,000</td>
<td>P</td>
</tr>
<tr>
<td>2. Other United Ways</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Federal Grants</td>
<td>124,666</td>
<td>C</td>
</tr>
<tr>
<td>4. State Grants</td>
<td>128,799</td>
<td>C</td>
</tr>
<tr>
<td>5. County Funding</td>
<td>810,757</td>
<td>C</td>
</tr>
<tr>
<td>6. City Funding</td>
<td>1,481</td>
<td>P</td>
</tr>
<tr>
<td>7. Foundations/Private Grants/Match Day</td>
<td>5,000</td>
<td>P</td>
</tr>
<tr>
<td>8. Organizations</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9. Memberships or Client Services</td>
<td>142,000</td>
<td>P</td>
</tr>
<tr>
<td>10. Fundraising Events</td>
<td>17,000</td>
<td>P</td>
</tr>
<tr>
<td>11. Individual Contributions</td>
<td>62,500</td>
<td>P</td>
</tr>
<tr>
<td>12. Corporate Contributions</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13. Investment Income</td>
<td>5,100</td>
<td>P</td>
</tr>
<tr>
<td>14. Sales</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15. Other Revenue</td>
<td>54,890</td>
<td>P</td>
</tr>
<tr>
<td><strong>TOTAL REVENUE</strong></td>
<td><strong>54,890</strong></td>
<td><strong>P</strong></td>
</tr>
</tbody>
</table>

*Total Revenue must equal Total Expense below

<table>
<thead>
<tr>
<th>EXPENSE</th>
<th>BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Salaries – Program</td>
<td>404,152</td>
</tr>
<tr>
<td>2. Payroll Taxes/Benefits – Program</td>
<td>28,836</td>
</tr>
<tr>
<td>3. Salaries – Administration</td>
<td>390,145</td>
</tr>
<tr>
<td>4. Payroll Taxes/Benefits – Admin.</td>
<td>162,808</td>
</tr>
<tr>
<td>5. Professional Fees/Contractual</td>
<td>22,653</td>
</tr>
<tr>
<td>6. Supplies (printing/postage/office)</td>
<td>25,600</td>
</tr>
<tr>
<td>7. Occupancy (rent/utilities/mortgage)</td>
<td>20,900</td>
</tr>
<tr>
<td>8. Insurances</td>
<td>31,900</td>
</tr>
<tr>
<td>9. Communication (phone/fax/email)</td>
<td>10,000</td>
</tr>
<tr>
<td>10. Travel</td>
<td>52,005</td>
</tr>
<tr>
<td>11. Equipment Purchases/Leases</td>
<td>14,360</td>
</tr>
<tr>
<td>12. Membership Fees/Dues/Subscriptions</td>
<td>2,810</td>
</tr>
<tr>
<td>13. Depreciation</td>
<td></td>
</tr>
<tr>
<td>14. Advertising</td>
<td>4,000</td>
</tr>
<tr>
<td>15. Other Expenses</td>
<td>207,024</td>
</tr>
<tr>
<td><strong>TOTAL EXPENSES</strong></td>
<td><strong>1,377,193</strong></td>
</tr>
</tbody>
</table>

*Total Expense must equal Total Revenue above

Please list the in-kind services you expect to receive for this program and the dollar value you place on each:
United Way Program Budget

Agency: Osceola County Commission on Aging Program: Senior Meals

April 1, 2018 – March 31, 2019

<table>
<thead>
<tr>
<th>Program Revenue</th>
<th>Budget</th>
<th>Projected (P) or Confirmed (C)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Mecosta-Osceola United Way</td>
<td>25,000</td>
<td>P</td>
</tr>
<tr>
<td>2. Other United Ways</td>
<td>93,708</td>
<td>C</td>
</tr>
<tr>
<td>3. Federal Grants</td>
<td>58,000</td>
<td>C</td>
</tr>
<tr>
<td>4. State Grants</td>
<td>115,769</td>
<td>C</td>
</tr>
<tr>
<td>5. County Funding</td>
<td>5,000</td>
<td>P</td>
</tr>
<tr>
<td>6. City Funding</td>
<td>10,000</td>
<td>P</td>
</tr>
<tr>
<td>7. Foundations/Private Grants/Match Day</td>
<td>41,500</td>
<td>P</td>
</tr>
<tr>
<td>8. Organizations</td>
<td>1,000</td>
<td>P</td>
</tr>
<tr>
<td>9. Memberships or client service fees</td>
<td>35,334</td>
<td>P</td>
</tr>
<tr>
<td>TOTAL REVENUE*</td>
<td>385,311</td>
<td></td>
</tr>
</tbody>
</table>

*Total Revenue must equal Total Expense Below

<table>
<thead>
<tr>
<th>PROGRAM EXPENSE</th>
<th>BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Salaries</td>
<td>157,945</td>
</tr>
<tr>
<td>2. Payroll Taxes/Benefits</td>
<td>12,600</td>
</tr>
<tr>
<td>3. Professional Fees/Contractual Services</td>
<td>4,000</td>
</tr>
<tr>
<td>4. Supplies (printing/postage/office)</td>
<td>13,500</td>
</tr>
<tr>
<td>5. Occupancy (rent/utilities)</td>
<td>13,900</td>
</tr>
<tr>
<td>6. Insurances</td>
<td>2,200</td>
</tr>
<tr>
<td>7. Communication (phone/fax/email)</td>
<td>2,000</td>
</tr>
<tr>
<td>8. Travel</td>
<td>26,500</td>
</tr>
<tr>
<td>9. Equipment Purchases/Leases</td>
<td>4,500</td>
</tr>
<tr>
<td>10. Membership Fees/Dues/Subscriptions</td>
<td>2,810</td>
</tr>
<tr>
<td>11. Depreciation</td>
<td>65,501</td>
</tr>
<tr>
<td>12. Administration specific to this program</td>
<td>1,500</td>
</tr>
<tr>
<td>TOTAL EXPENSES*</td>
<td>385,311</td>
</tr>
</tbody>
</table>

*Total Expenses must equal total revenue above

Please list the in-kind services you expect to receive for this program and the dollar value you place on each:
Meals on Wheels driver comes to veteran's rescue — twice

COA driver receives Lifesaving award

BY ANDY DUFFY
Herald Times Reporter

EVART — An Osceola County Commission on Aging home delivered meals driver saved the life of a COA client — twice.

On the first occasion, COA driver and Reed City resident Bob Fulmerhouser realized something was wrong when the client, 90-year-old Sears resident Peter Mullan, came to the door.

Mullan just seemed off balance and wasn't himself, Fulmerhouser said. He notified the office.

Help came, and Mullan was diagnosed with carbon monoxide poisoning. His furnace was at fault. If Fulmerhouser hadn't recognized something was wrong, the elderly client would have succumbed to the poisoning, COA officials said.

History repeated itself when Fulmerhouser was once again in the process of delivering a meal to the Mullan residence. This time, there was no answer to Fulmerhouser's knock.

The commission has a protocol for such times. The meals driver calls the office to notify personnel and then continues with the route. For food safety reasons, the drivers have a limited amount of time to deliver the meals. Most usually, the normally homebound meals clients are gone with a friend or relative and have forgotten to notify the office of their intended absence.

When Mullan didn't come to the door for his meal, Fulmerhouser wasn't content to just go on. After receiving no response at the front door, he went around to the back door. When he still received no response, he let himself in — something he had permission to do in case of emergency.

He found Mullan unconscious on the floor and hypothermic. Fulmerhouser covered Mullan with blankets and called for assistance.

Osceola County Commission on Aging home delivered meals driver Bob Fulmerhouser saved the life of 90-year-old meal recipient Peter Mullan twice.

On Friday, Fulmerhouser was honored for his efforts. Pictured are Mullan and Fulmerhouser at the award presentation.

veteran would have died without action

CONTINUED FROM A1

Mullan said he remembers feeling dizzy and falling. The next thing he remembered was when he awoke in the hospital. He didn’t know why he was there or how he got there.

If not for Fulmerhouser’s discovery of him, medical personnel said, hypothermia would have ended Mullan’s life.

In recognition of Fulmerhouser’s decisive, lifesaving actions, he was granted a lifesaving award Friday at the COA office in Evart. Mullan, medical and law enforcement personnel, Fulmerhouser’s coworkers and others were on hand for the ceremony.

Scott Schryer, the director of the COA, said Fulmerhouser is very much in tune with the people on his route. He can talk about all the clients on his route and tell what they have going on.

"His dedication to his job is amazing," Schryer said.

Fulmerhouser has been working for the COA for nearly 10 years.

"It is the best job I ever had. People appreciate the meals, and I appreciate them. It’s a job, but it’s not a job. “In a factory, you’re just a number. Here you’re appreciated, and people appreciate what you’re doing,” Fulmerhouser said.

Schryer said it is unusual for a COA employee to receive a Lifesaving award.
2018 MECOSTA-OSCEOLA UNITED WAY FUNDRAISING POLICY

INTRODUCTION
Maximizing corporate and individual donor support is a shared objective of the Mecosta-Osceola United Way (MOUW) and our allocated agencies. The annual MOUW campaign is an incredibly effective and efficient means of developing funding optimizing those results for needed health and human service programming in our communities.

The MOUW recognizes the need for allocated agencies to raise funds beyond those provided by our Fund Distribution Process. However, in order to best capitalize on our efforts and meet the expectations of our community, agencies must recognize and respect our fundraising policy. This policy is intended to preserve the integrity of our annual campaign and establish fundraising practices that are mutually beneficial.

THE POLICY
The MOUW will conduct our annual campaign each fall. During that time period September 15 through November 15, the United Way campaign takes absolute precedence over all other agency fundraising events, activities and opportunities considered and/or conducted by or for the allocated agencies.

Agency funding sources NOT SUBJECT to the Policy include:
- Bequests, Legacies & Trusts
- Memorials
- Endowments
- Government/Foundation Grants
- Anonymous Contributions/Gratuities
- Service Clubs (except during campaign)

NON-COMPLIANCE WITH MOUW FUNDRAISING POLICY
1) Any allocated agency found in possible violation of the policy will be notified in writing and asked to respond to MOUW concerning the circumstances surrounding the possible violation in writing.
2) The MOUW Board of Directors Executive Committee will review all details of the possible violation, including the agency's written response. Should an agency be found in violation, the Executive Committee will provide a recommendation for action to the MOUW Board of Directors.
3) Penalties available to the MOUW Board of Directors, which includes but are not limited to any or all of the following:
   * Agency is placed on a period of probation
   * Agency's funding allocation receives a pro-rated reduction
   * Agency's funding is terminated

We, the undersigned, have read, dated, understand and hereby agree, on behalf of the agency we represent, to uphold and operate in accordance with the MOUW Fundraising Policy.

Agency Representative: Scott Slay Date: 2-20-18

Agency Board Chair: Dany Smail Date: 2-20-18
UNITED WAY-AGENCY MUTUAL AGREEMENT

Your agency will be required to participate in certain United Way activities and abide by certain agreements in order to receive funding.

Please list some volunteers that are willing to participate in our Speaker’s Bureau during campaign time if needed.

Osceola County Commission on Aging (Agency Name) agrees to provide and Participate in the following:

<table>
<thead>
<tr>
<th>Speaker Bureau Volunteers</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Robin Fuerneisen</td>
<td>231-734-6005</td>
</tr>
<tr>
<td>2. Scott Schryer</td>
<td>231-734-6002</td>
</tr>
</tbody>
</table>

3. ATTEND all agency meetings called by United Way

ATTEND annual United Way Campaign Kick Off (September 28, 2018)

SUBMIT all forms and information requested by United Way

ABIDE by the United Way Fund Raising Policy, which is to supersede other agency fund raising policy statements (separate document)

ABIDE by Mutual Agreement

USE United Way helping hand symbol on agency communications such as letterhead and brochures. Make reference to being a United Way member agency in public and media presentations and messages.

CONDUCT an agency United Way employee campaign if applicable

DISPLAY a United Way logo sign

Agency Chairperson: [Signature]  
Agency Director/CEO: [Signature]  
Date: 2-20-10
Counterterrorism Compliance

In compliance with the spirit and intent of the USA Patriot Act and other counterterrorism law, the Mecosta-Osceola United Way requests that each of its participating funded agencies complete the following:

Your organization’s legal name:
Osceola County Commission on Aging Senior Meals

<table>
<thead>
<tr>
<th>Check the appropriate box to indicate your compliance with each of the following:</th>
<th>COMPLY</th>
<th>DO NOT COMPLY</th>
</tr>
</thead>
<tbody>
<tr>
<td>This organization is not on any federal terrorism “watch lists,” including the list in Executive Order 13224, the master list of specially designed nationals and blocked persons maintained by the Treasury Department, and the list of Foreign Terrorist Organizations maintained by the State Department.</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>This organization does not, will not and has not knowingly provided financial, technical, in-kind or other material support or resources* to any individual or entity that is a terrorist or terrorist organization, or that supports or funds terrorism.</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>This organization does not, will not and has not knowingly proved or collected funds or proved material support or resources with the intention that such funds or material support or resources be used to carry out acts of terrorism.</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>This organization does not, will not and has not knowingly proved financial or material support or resources to any entity that has knowingly concealed the source of funds used to carry out terrorism or to support Foreign Terrorist Organizations.</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>This organization does not regrant to organizations, individual, programs and/or projects outside of the United States of America without compliance with IRS regulations.</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>This organization takes reasonable, affirmative steps to ensure that any funds or resources distributed or processed do not fund terrorism or terrorist organizations.</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>This organization takes reasonable steps to certify against fraud with respect to the terrorists and terrorist organizations.</td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

*In this form, “material support and resource” means currency or monetary instruments or financial securities, financial services, lodging, training, expert advice or assistance, safehouses, false documentation or identification, communications equipment, facilities, weapons, lethal substances, explosives, personnel, transportation, and other physical assets, except medicine or religious materials.

I certify on behalf of the Organization listed above that the foregoing is true.

Print Name  LARRY EMIG  
Signature    LARRY EMIG

Title  Board Chair  
Date  2/20/18
OSCEOLA COUNTY COMMISSION ON AGING
INVITES YOU TO A:

Spring Fling
CRAFT SHOW
Saturday, April 21, 2018
10:00am—2:00pm
Crafts * Wood Items
Art Glass Work
Quilted Items
and Lots More!!!!

Free Admission

BOOMERS RENDEZVOUS
213 Neilson, Tustin

Concessions Available

BOOTHs AVAILABLE
CALL 231-912-0007 FOR MORE INFO

Sponsored by: SAMARATUS
8th Annual Golf Scramble
For Osceola County Commission on Aging

JUNE 20, 2018
Spring Valley Golf Course

Opportunities for Sponsorship

Platinum Level - $1000 – Name on all Publications and 2 Teams in Event

Gold Level - $400 – Hole-in-One Sponsor + 1 Team - (Taylor Insurance)

Silver Level - $300 – Lunch Banner with logo + 1 Team (Limit 4)

Bronze Level - $75 – Tee Sign

Company Name:

Address:

Contact Person:

Phone or Email:

Sponsorship Choice: $

2017 Outing raised $4,077 for Senior Programs!

United Way

Thrivent Financial
Osceola C.O.A.

Meals on Wheels

Meals on Wheels deliver’s hot nutritional meals five days a week to homebound seniors who are frail, weak, & nutritionally at risk. Frozen meals can be requested for the remaining two days.

Eligibility for Meals on Wheels:

- Person must be 60 years or older, or be the spouse of a person 60 years of age or older.
- Person must be homebound; does not leave his/her home without assistance.
- Person must be able to feed himself/herself.

Come Join Us!
Congregate Meal Sites:

Commission on Aging
732 West 7th Street, Evart
Mon, Tues, Wed & Thurs @ 12:00pm

Reed City - Meadowview Village
802 S. Mill St.
Mon, Tues, Wed & Thurs @ 12:00pm

Tustin - Boomer’s Rendezvous
213 Neilson St.
Mon, Tues, Wed & Thurs @ 12:00pm

Marion
101 East Main Street
Mon, Tues, Wed & Thurs @ 12:00pm

To reserve a meal, please call by 12:30pm the previous day. 231-734-5559
Suggested $2.00 donation per meal

The Osceola County Commission on Aging is an Osceola County Department whose programs are partially funded by a local “Older Adult” Millage, Area Agency on Aging of Western Michigan, Inc., “Older Americans Act” monies, State of Michigan funds, Mecosta/Osceola United Way, public and private donations.

DONATIONS & MEMORIALS

Please consider Osceola Commission on Aging’s services with your gifts & memorials. Throughout the years, your gifts and bequests have been deeply appreciated & assisted us in extending home care or special projects in Osceola County.

Monthly donation letters will be sent for all services. If the client can’t afford to donate, services will NOT be affected. All donations go back in to providing services.

“Independence with Dignity”

Services Include:
Medicare/Medicaid Assistance
Senior Meals Program
Home Health Aide
Homemaking
Transportation
Respite
Congregate Meal Sites

P.O. Box 594
732 West 7th St.
Evart, MI 49631
(231) 734-5559

www.osceola-county.org
WHO IS ELIGIBLE?
The following services are provided by the COA and are available to Osceola County residents 60 years or older.

IN HOME SERVICES
In-Home Services consist of a variety of programs including personal care, respite, homemaking.

HOMEMAKERS
Homemaking services provide light housekeeping to assist with your independence.

HOME HEALTH AIDES
Tasks such as bathing, exercises, and other related personal care needs are completed with our Registered Nurse’s assessment / supervision.

RESPITE CARE
Provides temporary relief for the primary caregiver of chronically ill clients who cannot or should not be left alone.

SPECIALIZED RESPITE CARE
Allows caregivers up to an 8 hour respite to participate in activities outside their twenty-four hour a day commitment to their loved one. This service allows the client the least amount of disruption in their lives by not having to be removed from their safe home environment during the caregiver’s absence.

MEDICARE ~ MEDICAID ASSISTANCE PROGRAMS
Certified MMAP counselor available to help with Medicare & Medicaid coordination, along with medical bills & other insurance needs.

MEDICAL TRANSPORTATION
Transportation provided by volunteers to destinations in and out of the county needed to visit their physician or other essential medical trips.

VAN TRANSPORTATION
7-10 passenger van equipped with wheelchair lift. Group transportations available to destinations in and out of the county needed to visit their physician or other essential medical trips for Osceola County residents over the age of 60 yrs.

MATTER OF BALANCE
Matter of Balance is a proven program designed to help people manage concerns about falls & increase physical activity. Trained coaches will teach using discussion, problem solving strategies, videos & gentle physical exercise.

PATH DIABETES
Path is a disease awareness class that will help the participants learn to live healthier lives while properly managing their diabetes.
COUNTY COUNSELOR TRAINING GRANT

DESCRIPTION

The Michigan Veterans Affairs Agency (MVAA) is awarding training grants to ensure VA accredited county counselors receive the required Continuous Learning Education (CLE) needed to maintain their accreditation.

BACKGROUND INFORMATION

The U.S. Department of Veterans Affairs (USDVA) requires individuals assisting veterans or their family members in preparation and presentation of claims to be accredited by the USDVA's Office of General Counsel. Accreditation refers to the authority granted by the VA to those who meet the standards established by the VA. VA's stated purpose in requiring accreditation is to ensure that claimants for VA benefits receive qualified assistance in preparing and presenting their claims. To maintain accreditation, individuals are further required to complete additional Continuous Learning Education (CLE) on veteran’s benefits law and procedures on an annual basis.

GRANT DETAILS

Grant application instructions are available in appendix A

State of Michigan Travel Rates are available in appendix B

MVAA Travel and Expense Reimbursement Form available in appendix C

MVAA County Training Grant Application Form found in appendix D
Application for the Michigan Veterans Affairs Agency’s County Training Reimbursement

Date of Application: 3/6/18  County Applying:  Osceola
Veteran Service Director:  David Blanchard  Phone Number: 231-791-7082
Office Address: 240 E. Church Ave., Reed City, MI 49677
Names of Accredited Individuals Requesting Training:  David Blanchard & Wayne Stevens

Title/Description of Training: MACVC 2018 Spring Conference/Training
Training Location: Park Place Hotel, 300 E. State St., Traverse City, MI 49684
Training Dates: May 1 through May 4, 2018

Estimated Training Costs:

- Registration: $130.00
- Lodging: $225.00
- Mileage: $51.00
- Meals: $220.00
- Parking: $0.00
- Tolls: $0.00

Total Amount Requested: $626.00

Specify any additional information:  David & Wayne are sharing a room to reduce those costs.

__________________________
Signature, Chairperson, Board of Directors  Larry Emig  Printed Name

__________________________
Signature, Director  Printed Name

3/6/18  Date