

Washtenaw County Commission on Aging

November 7, 2025 | 9am – 11am | Remote Via Zoom

Join by Zoom:

<https://washtenawcounty.zoom.us/j/85172952645?pwd=WCsITXxdYVpx8PaHaeha4JHQXptQ6G.1>

Meeting ID: 851 7295 2645 Passcode: 219086 Phone: 1-312-626-6799

[Commission on Aging | Washtenaw County, MI - Official Website](#)

Open Seat District 9: Apply Here - [Boards, Committees and Commissions Application](#)

Minutes

- I. **Call to Order**
 - a. Quorum established, meeting called to order at 9:00 am
- II. **Roll Call**
 - a. Present: Juliet Ballard (D1), Marta Larson (D2), Marie Gress (D3), Margaret Reynolds (D4), Elizabeth Thompson (D5), Jennifer Green (D6), Phyllis Herzig (D7), Bruce Astrien (D8), Brenda McKinney (at-large), Alison Foreman (at-large), Madyn Litten (at-large), Annie Somerville (County Commissioner), Janan Saba Landsiedel (advisory, non-voting)
- III. **Public Participation**
 - a. None
- IV. **Commission Response to Public Participation**
 - a. Healthy Aging Collaborative in process of establishing new Co-Chair. Will share this information in December. Charter will be finalized in November.
- V. **Approval of Minutes – October 3, 2025**
 - a. Minutes from prior few meetings were not reviewed by Secretary before being provided to the full body. Future minutes will follow a return to normal process.
 - b. Motion to approve by Herzig, seconded by Thompson. Motion passed.
- VI. **Discussion Items**
 - a. **Presentation by Senior Crisis Intervention Program (SCIP)**
 - i. Presenters: Tish Lee (Legal Services), Yvonne Cudney (Housing Bureau for Seniors), and Janet Hunko (Housing Bureau for Seniors)
 - ii. Program receives funds from senior millage but has been funded by the County for 10+ years. A collaborative of 7 agencies who provide older adult services consult and brainstorm community solutions for urgent threats to housing, health, well-being individual cases, etc.
 - iii. SCIP was allocated \$100,000 in June and was almost completely spent by October. 100+ applications reviewed by SCIP. \$100,000 more was allocated by the Washtenaw BOC on 11/5/25. Most frequent case requests were for rent, utilities and security deposits

The Commission's purpose is to define the needs of and advocate on behalf of Washtenaw County seniors 60 years of age and older to promote equitable well-being and quality of life opportunities and outcomes. This will include providing recommendations to the Washtenaw County Board of Commissioners and relevant stakeholders on the prudent spending of public funds related to senior services.

- iv. Presented three case reviews providing more specific situations on how SCIP helped seniors.
 - v. Comments/Questions – recorded on separate attachment
 - b. [Presentation by Washtenaw Housing Alliance \(WHA\): Shared Housing Program](#)
 - i. Presenter: Amanda Carlisle, Executive Director of WHA
 - ii. WHA is looking beyond homelessness and more into how to create more affordable housing county-wide. It's a coalition of 25+ nonprofits. They coordinate the homeless system of care, advocate for resources and share data, stories and systems work.
 - iii. Described how they vet renters, create agreements for shared housing, etc. Intergenerational opportunities. Agreement can be either rent share, help with services, combination of both, etc. WHA provides introductions, compatibility check, and ongoing support & mediation.
 - iv. Save the Date 11/21/25 for WHA State of Homelessness and Affordable Housing gathering
 - v. Comments/Questions – recorded on separate attachment
 - c. [Subcommittee Discussion](#)
 - i. Tabled due to time constraints. No updates.
 - 1. [Communications – Gress, Litten](#)
 - 2. [Future Planning – Herzig, Astrien, Reynolds](#)
 - 3. [Townhall –McKinney, Litten, Foreman, Astrien](#)
 - 4. [Millage Workgroup – Larson, Astrien, Green, Foreman, Thompson, Ballard](#)
- VII. [Report from the Board of Commissioners \(Somerville\) \(\[Upcoming Meetings\]\(#\)\)](#)
- a. Commissioner Somerville had to leave meeting prior to her update. Chair relayed message: Director of Aging Services hire announcement will be made at the next BOC meeting on 11/19/25.
- VIII. [Report from the Chair](#)
- a. BOC approved funding for senior nutrition programs, food banks and SCIP.
 - b. BOC concluded the first of two readings for adding Milan Senior Center to their list of centers (their address is in Monroe County, but their participation is 64% Washtenaw County residents, so they would receive millage funding based on that percentage).
 - c. No one is required to renew their seat on the COA this year. At first meeting of year (Feb 2026) officers will be selected.
- IX. [New Business](#)
- a. [Older Persons Millage Review Committee \(OPMRC\) member appointment recommendations](#)
 - i. Final policy requires 3 members from the Commission on Aging.

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- ii. Q: Could we recommend rotating persons who sit on the OPMRC?
- iii. Larger discussion will happen in December. Send Marie/Katie an email if you would like to be nominated.
- iv. In-person meetings may be required in 2026. Currently pending based on lawsuits related to the Open Meeting Act.

b. 2026 RFP process recommendations

- i. A fast RFP process is approx. 2 months, but with a large number of applicants, decisions could be made closer to April or May. Chair would like group to discuss recommendation of RFPs for three pillars: housing, food security, transportation go out in January.
- ii. Q: Has the BOC indicated how much funding to allocate for the RFP process, and have they figured out multi-year grants? A: Neither has been determined yet - county wants the Director of Aging Services to approve. Chair wants to recommend no dollar caps at this time.
- iii. Q: Could the three pillars limit whether other areas for RFP can go out? A: No.
- iv. Discussion took place regarding the release of RFPs in January regardless of whether the Director on Aging is in place. COA agrees it would be most beneficial to move forward as early as possible so funding may be distributed as early as possible.
- v. **Recommendation to the Board of Commissioners, County Administration, and Office of Aging Services that separate RFPs, with no dollar caps, for Housing/Homelessness Prevention, Nutrition Services, and Transportation Services from the Older Persons' Millage Fund be developed in collaboration with the Commission on Aging as soon as possible and released in January 2026.**
 - 1. Motion to finalize and communicate recommendation by McKinney, seconded by Thompson. Motion passed unanimously.

X. Next Meeting – December 5, 2025

XI. Adjournment

- a. Motion to adjourn by Reynolds, seconded by Thompson. Motion passed.
- b. Meeting adjourned at 11:24 a.m.

Washtenaw County Commission on Aging meetings are recorded and are available at

<https://www.youtube.com/playlist?list=PLR9rFHLfXEKHiQa3DQzHLSmdjlc00Jtb>

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