

**Commission on Services to the Aging (CSA) and
Michigan Department of Health and Human Services (MDHHS)
Aging and Adult Services Agency (AASA)
Virtual Meeting
Friday, August 21, 2020**

MINUTES

CALL TO ORDER

The meeting of the Michigan Commission on Services to the Aging was called to order at 9:02 a.m. by Commission Chair Wishart.

CSA ROLL CALL

The commission roll call was taken, and a quorum was present.

CSA MEMBERS PRESENT

Dona Wishart, Mark Bomberg, William Bupp, Georgia Crawford-Cambell, Nancy Duncan, Walid Gammouh, Marshall Greenhut, Peter Lichtenberg, Guillermo Lopez, Tene Milton-Ramsey, Michael Pohnl, Robert Schlueter, Linda Strohl, and Kristie Zamora

CSA MEMBER EXCUSED

Kathleen LaTosch

AASA STAFF PRESENT

Dr. Alexis Travis, Scott Wamsley, Brenda Ross, Kelly Cooper, Jen Hunt, Steve Betterly, Amy Colletti, Sophia Hines, Cindy Albrecht, and Becky Payne

APPROVAL OF CSA AGENDA

Commissioner Wishart requested a motion to approve the CSA agenda without amendments.

A motion was made by Commissioner Duncan and Commissioner Schlueter seconded motion. The agenda was approved by voice vote.

APPROVAL OF CSA MINUTES

Commissioner Wishart requested a motion to approve the July 17, 2020 CSA minutes without amendments.

A motion was made by Commissioner Bupp and Commissioner Duncan seconded the motion. Minutes were approved by voice vote.

COMMISSION CHAIR OPENING REMARKS

Commissioner Chair Wishart welcomed all to the virtual meeting, thanking Commissioners for their continued willingness to participate via this platform during the pandemic. All Commissioners introduced themselves, with special introduction of the two newest members, Walid Gammouh and Michael Pohnl. Three Commissioners were reappointed to the CSA, Mark Bomberg, Nancy Duncan, and Kristie Zamora.

- Chair Wishart shared letters from two Commissioners no longer serving on the CSA.
 - Renee Cortright extended best wishes to the Commission as the work of the Aging, Adult Services, and Disability networks continues. It was her honor to

- serve on the Commission and will continue her long-time advocacy to keep seniors independent and healthy. She offered special thanks to Chair Wishart for her leadership and Dr. Travis for leading AASA with purpose and passion.
 - Matthew Adeyanju extended thanks for the certificate of appreciation and letter thanking him for his service. He enjoyed his time on the Commission and hopes to cross paths with members again offering best wishes to all.
- State Advisory Council co-chair, Don Ryan, passed away on July 27, 2020 following complications from surgeries. He was committed to serving older adults in his community and across the state of Michigan. He was a remarkable man and a strong and committed leader. May he rest in peace.
- Eight AASA staff members were presented with State of Michigan coins for exceptional service in certain identified areas of their work. These individuals offer time, talent, and expertise in their efforts to support the AASA team. Congratulations was offered to the following staff:
 - Ashley O'Neil – Excellence
 - Rachel Richards – Excellence
 - Jen Hunt – Teamwork
 - Laura McMurtry – Teamwork
 - Sophia Hines – Leadership
 - Cindy Albrecht – Customer Service
 - Kelly Cooper – Customer Service
 - Christy Livingston – Customer Service
- Continued thanks to Commissioner Zamora for leading the State Advisory Council (SAC), as well as Lauren Swanson-Aprill who provides staff support. The SAC is currently working on a project addressing social isolation and emotional loneliness. Upon completion, their report will be issued state-wide.
- Thank you to Commissioner LaTosch for her work leading the Advocacy Committee. Commissioners will have opportunity to lend their voices in support of their efforts.
- AASA's State Plan on Aging will be considered during today's meeting. Special thank you to Laura LaPine and Dr. Julia Heany with MPHI, who worked with the team on the development of the plan.
- Operating Standards and Area Agency on Aging Annual Implementation Plans, which are extensions of previously approved plans, will also be considered during today's meeting.
- A reminder that the Commission is not directly involved with budget decisions. These conversations occur between the Governor, Legislature, Appropriations Committee members, and the State Budget Office. Decisions do affect our work and programs and services across the network of services for the aging. Patience and understanding are necessary during this time of budget constraints.

PUBLIC COMMENTS RELATED TO AGENDA ITEMS

- Laurie Johnson, with the Michigan Association of Foster Grandparents and Senior Companion Programs, spoke on behalf of the 25 volunteer programs affected by the budget reductions in Governor Whitmer's Executive Order No. 2020-155. Due to the cut in AASA's budget, senior volunteer programs, a subset of AASA, received a 36 percent reduction. While fiscal agency reports indicate a decrease in volunteer programs, the fact is volunteer program supports have greatly increased during the COVID-19 pandemic. If the cuts were to be permanent, the region would stand to lose 700 volunteers and 9,200 seniors and students would no longer receive services, as

many programs are supported fully by state and local funds and would cease to exist. Michigan volunteer programs fill in gaps where more intensive and costly interventions are unaffordable and cannot do enough.

- Andrea Traskos, representing Michigan Retired and Senior Volunteers Programs (RSVP), spoke on behalf of the 20 programs affected by the Governor's cut to AASA funding. RSVP is one of the state's largest volunteer programs engaging senior volunteers and addressing a plethora of needs. Nearly 5,000 volunteers have issued over 6,000 service hours this year, supporting 130 nonprofit organizations across the state. With the recent state reductions, these nonprofits will have devastating outcomes. Without RSVP volunteers delivering services, thousands of homebound seniors will go without meals, and tens of thousands will go without daily reassurance checks and local support resources helping them safely age in place. Medicare and Medicaid assistance will be lost by those living on fixed incomes. RSVP programs are vital to both the giver and the receiver.
- Thomas Pettit, Roscommon County Commission on Aging director, discussed the pending changes to the Operating Standards, specifically background checks. In his view, the process of mandatory exclusions for list of crimes committed 30 years ago should be left to the service providers.

STATE ADVISORY COUNCIL ON AGING (SAC) UPDATE REPORT

Commissioner Zamora provided a background on the work of the SAC.

- The Council consists of 40 individuals from around Michigan who assist with research and advocacy.
- The full council meets approximately four times per year, and in between, smaller workgroups meet.
- Commission Chair Wishart and AASA staff are very helpful and generous with their time and talents in supporting the work of the SAC.
- Council members share information acquired in meetings with their networks.

CSA ADVOCACY COMMITTEE REPORT

Commission Chair Wishart, on behalf of Commissioner LaTosch, provided the following updates:

- The Committee's work continues to focus on reviewing timely and pressing advocacy concerns at both the state and federal levels.
- The Committee continues to manage their portion of implementation items from the direct care workforce and waitlist workgroups.
- This fall, the Commission should expect to see concrete actions and talking points to speak with legislators regarding priority items.
- The Committee offers tremendous gratitude to Matthew Adeyanju, who chose not to reapply for a third term as a Commissioner to allow opportunity for new leadership. His contributions are greatly appreciated.

AGING AND ADULT SERVICES SENIOR DEPUTY REPORT

Dr. Alexis Travis provided the following updates:

- She offered thanks to the AASA team for their dedication over the past month in assisting with preparation of the Area Implementation Plans to be considered today.

- Appreciation extended to all stakeholders who contributed to preparation of the State Plan on Aging, and to members of the public who offered input at community conversations. This provided a rich data set that was incorporated into the robust plan.
- AASA has received changes to the budget noting the agency makes recommendations on their budget, but the ultimate decision lies with the State Budget Office.
 - June FY'20 budget agreement resulted in the following reductions:
 - ✓ \$1.7 million to Senior Volunteer Programs
 - ✓ \$140,000 to AASA administrative budget – applied to discretionary funding, e.g. travel, materials, and miscellaneous expenses.
 - \$35 million was received from CARES Act funds and Coronavirus Response dollars. Combined with private funding received, the dollars were used for food box and other pandemic-related projects.
 - Michigan Health Endowment Fund awarded AASA a Rapid Response grant specifically to serve older adults during the pandemic through three projects.
 - ✓ **CV19 Checkup** – online self-assessment tool to identify and mitigate COVID risk.
 - ✓ **1-800 phone number** specifically for older adults seeking services. This is in response to COVID and aligns with AASA's strategic plan to improve information and services.
 - ✓ **GetSetUp program** – online collection of training sessions for older adults to build capacity and skill sets to mitigate social isolation.
- **ConnectToCareJobs** platform was launched in Michigan. This is a tool to connect employers with job seekers in the healthcare continuum. Promotion of this platform is being done through the website and social media platforms.
- Working with the Michigan Department of Labor and Economic Opportunity to launch a virtual career fair that will focus on home- and community-based care in late September/October.
- A virtual public forum to release the State Plan on Aging will occur on October 1, 2020 from 10:00-11:30 a.m. Special guests from both the state and federal levels will be joining this event. Commissioners are encouraged to attend.
- Reopening guidance, in conjunction with the Michigan Long Term Care Ombudsman office, was recently released. An information session for ombudsman host agencies was held this week to present guidance and answer questions.
- AASA is participating in the Governor's Nursing Home Task Force, created in response to COVID-19. Dr. Travis is serving as the staff lead in the Quality of Life workgroup for the task force. Recommendations from the workgroup will be submitted around mitigation of social isolation and wellbeing of facility residents.

LEGISLATIVE UPDATES. AASA PUBLIC AFFAIRS

Dr. Alexis Travis, Senior Deputy Director, provided the following updates:

- Because Congress is on recess, no federal updates are available currently.
- Much of the legislative activity in Michigan is in response to COVID-19. There have been many bills introduced around pandemic preparedness, PPE requirements, transparency increases, testing increase, health insurance coverage, and premium pay for front line workers.
- House Bill No. 6124 would change operating standards for Area Agencies on Aging, specifically around background checks.
- House Bill Nos. 5443-5444, Kinship caregiver bills, have passed the House and have been reported from Senate Committee to the full Senate for passage.

FINANCIAL UPDATES

Scott Wamsley, AASA Deputy Director, provided the following updates:

- AASA is currently between reporting periods and the third quarter has not ended. AASA will provide the Period Ending September 30 expenditure report at the October meeting.
- The finance team is preparing accounting documents to close out FY'20 grants. They are also preparing the documents to begin FY'21 which begins October 1, 2020.

BUSINESS ITEMS

Request for Approval of the State Plan on Aging

Lauren LaPine and Dr. Julia Heany with MPHI, presented information about the State Plan.

The plan was developed around four objectives.

- Expand the reach of information and awareness of aging network services, ensuring all older adults and caregivers can access culturally and linguistically appropriate information and have awareness of quality services when needed.
- Prioritize resources to promote social interaction and connectedness, including expanding access to technology and transportation.
- Increase the number of well-trained, qualified, and supportive multicultural direct care workers through collaboration elevating the workforce, improving retention, promoting collective value, and supporting opportunities to increase wages.
- Leverage programs, services, and resources to ensure older adults can make decisions that enable them to age in place.

A motion was made by Commissioner Schlueter to approve the State Plan on Aging with the addition of sections regarding COVID-19 lessons learned and addressing activities to strengthen equity. Commissioner Lichtenberg seconded the motion.

Additional discussion followed, and this motion was unanimously approved by roll call vote 14-0-0.

Request for Approval of Updated Operating Standards for Area Agencies on Aging and Operating Standards for Service Programs

Scott Wamsley, AASA Deputy Director, provided an overview of the updates stating the three changes are in General Requirements for Service Programs, AAA Staffing, and Care Management Performance Criteria sections of the Operating Standards. A document noting the updates was provided to the Commissioners and is included with the minutes.

A motion was made by Commissioner Bomberg for the request to approve the Updated Operating Standards for Area Agencies on Aging and Operating Standards for Service Programs. Commissioner Zamora seconded the motion.

Additional discussion followed, and this motion was approved by roll call vote 13-0-1, with Commissioner Duncan abstaining.

Request for Approval of FY 2021 Medicare Improvements for Patients and Providers Act (MIPPA) State Health Insurance (SHIP) and Area Agency on Aging (AAA) grants

Sophia Hines, Manager, Health Promotion and Active Aging Section, provided an overview of the grants stating the purpose of the grants is to award the Michigan Medicare/Medicaid

Assistance Programs grant funds to conduct outreach, education, and enrollment efforts into Medicare Low-Income Subsidy and Medicare Saving Programs.

A motion was made by Commissioner Bupp for the request to approve FY 2021 Medicare Improvements for Patients and Providers Act (MIPPA) State Health Insurance (SHIP) and Area Agency on Aging (AAA) grants. Commissioner Greenhut seconded the motion.

The motion was approved by roll call vote 13-0-1, with Commissioner Wishart abstaining.

Request for Approval of FY 2021 Medicare improvement for Patient and Providers Act (MIPPA) Aging and Disability Resource Collaboration (ADRC) grants

Sophia Hines, Manager, Health Promotion and Active Aging Section, provided an overview of the grant stating the purpose of the grants is to award four agencies \$37,751 each to conduct outreach, education, and enrollment assistance efforts for Medicare Part D, Low-Income Subsidy and Medicare Saving Program.

A motion was made by Commissioner Strohl for the request for Approval of FY 2021 Medicare improvement for Patient and Providers Act (MIPPA) Aging and Disability Resource Collaboration (ADRC) grants. Commissioner Bupp seconded the motion.

The motion was approved by roll call vote 13-0-0.

ANNUAL IMPLEMENTATION PLAN (AIP) PROCESS OVERVIEW

Steve Betterly, Acting Manager, Technical Assistance and Quality Improvement Section provided an overview of the approval process for AIPS. He noted the following:

- Plans will look different this year as they are one-year extensions of the FY'20 plans.
- A simplified and streamlined process was used to allow AAAs to submit their updates and budgets in a modified format.
- Any new regional or direct services will be noted in the plans with regional service definitions.
- Due to the COVID pandemic, the CSA granted Dr. Travis authority to approve waiver requests. Because the length of the pandemic is unknown, AASA selected the most frequently requested waivers and issued a blanket waiver to the AAAs that will remain in place for the duration of the declared state of emergency or the multi-year plan, whichever ends first.
- Diversity, Equity, and Inclusion program development objectives have been added to the plans.
- Any necessary supplemental documents needing annual approval by the Commission will be included in area plans.

Request for Approval to Extend the Fiscal Year 2020 Annual Implementation Plan (AIP) with FY 2021 Budget and Programmatic Updates for the Northeast Michigan Community Service Agency, Inc. (NEMCSA) Area Agency on Aging Region 9

Steve Betterly, Acting Manager, Technical Assistance and Quality Improvement Section provided an overview of the plan. Changes to this plan for services have been reviewed and approved by the region's policy board. An assessment of the agency's operations will be completed before the end of the fiscal year, and no outstanding issues are anticipated. The complete AIP was provided to Commissioners for their review and approval.

A motion was made by Commissioner Duncan for the Request for Approval to Extend the Fiscal Year 2020 Annual Implementation Plan (AIP) with FY 2021 Budget and Programmatic Updates for the Northeast Michigan Community Service Agency, Inc. (NEMCSA) Area Agency on Aging Region 9. Commissioner Schlueter seconded the motion.

The motion was approved by roll call vote 13-0-1 with Commission Chair Wishart abstaining.

Request for Approval to Extend the Fiscal Year 2020 Annual Implementation Plan (AIP) with FY 2021 Budget and Programmatic Updates for The Senior Alliance Inc., Area Agency on Aging Region 1C

Steve Betterly, Acting Manager, Technical Assistance and Quality Improvement Section provided an overview of the plan. Changes to this plan for services have been reviewed and approved by the region's policy board. An assessment of the agency's operations was completed on August 13, and no outstanding issues were discovered. The complete AIP was provided to Commissioners for their review and approval.

A motion was made by Commissioner Strohl for the Request for Approval to Extend the Fiscal Year 2020 Annual Implementation Plan (AIP) with FY 2021 Budget and Programmatic Updates for The Senior Alliance Inc., Area Agency on Aging Region 1C. Commissioner Milton-Ramsey seconded the motion.

The motion was unanimously approved by roll call vote 14-0-0.

Request for Approval to Extend the Fiscal Year 2020 Annual Implementation Plan (AIP) with FY 2021 Budget and Programmatic Updates for Region 2 Area Agency on Aging

Steve Betterly, Acting Manager, Technical Assistance and Quality Improvement Section provided an overview of the plan. Changes to this plan for services have been reviewed and approved by the region's policy board. An assessment of the agency's operations was completed on August 10, and no outstanding issues were discovered. The complete AIP was provided to Commissioners for their review and approval.

A motion was made by Commissioner Bupp for the Request for Approval to Extend the Fiscal Year 2020 Annual Implementation Plan (AIP) with FY 2021 Budget and Programmatic Updates for Region 2 Area Agency on Aging. Commissioner Duncan seconded the motion.

Additional comments followed, and motion was unanimously approved by roll call vote 14-0-0.

Request for Approval to Extend the Fiscal Year 2020 Annual Implementation Plan (AIP) with FY 2021 Budget and Programmatic Updates for Region VII Area Agency on Aging

Steve Betterly, Acting Manager, Technical Assistance and Quality Improvement Section provided an overview of the plan. Changes to this plan for services have been reviewed and approved by the region's policy board. An assessment of the agency's operations was completed on August 17, and no outstanding issues were discovered. Supplemental documents requiring approval are Cash-In-Lieu-Of-Commodity Agreement and Request to Transfer Funds. The complete AIP was provided to Commissioners for their review and approval.

A motion was made by Commissioner Lopez for the Request for Approval to Extend the Fiscal Year 2020 Annual Implementation Plan (AIP) with FY 2021 Budget and Programmatic Updates for Region VII Area Agency on Aging. Commissioner Schlueter seconded the motion.

Additional comments followed, and motion was unanimously approved by roll call vote 14-0-0.

Request for Approval to Extend the Fiscal Year 2020 Annual Implementation Plan (AIP) with FY 2021 Budget and Programmatic Updates for Region 3A Area Agency on Aging

Cindy Albrecht, AASA Field Representative provided an overview of the plan. Changes to this plan for services have been reviewed and approved by the region's policy board. An assessment of the agency's operations was completed on August 18, and no outstanding issues were discovered. There is one supplemental document requiring approval - Cash-In-Lieu-Of-Commodity Agreement. The complete AIP was provided to Commissioners for their review and approval.

A motion was made by Commissioner Lichtenberg for the Request for Approval to Extend the Fiscal Year 2020 Annual Implementation Plan (AIP) with FY 2021 Budget and Programmatic Updates for Region 3A Area Agency on Aging. Commissioner Zamora seconded the motion.

The motion was unanimously approved by roll call vote 14-0-0.

Request for Approval to Extend the Fiscal Year 2020 Annual Implementation Plan (AIP) with FY 2021 Budget and Programmatic Updates for Region IV Area Agency on Aging

Cindy Albrecht, AASA Field Representative provided an overview of the plan. Changes to this plan for services have been reviewed and approved by the region's policy board. An assessment of the agency's operations is scheduled for August 25, and no outstanding issues are anticipated. Supplemental documents requiring approval are Request to Transfer Funds and Cash-In-Lieu-Of-Commodities Agreement. The complete AIP was provided to Commissioners for their review and approval.

A motion was made by Commissioner Duncan for the Request for Approval to Extend the Fiscal Year 2020 Annual Implementation Plan (AIP) with FY 2021 Budget and Programmatic Updates for Region IV Area Agency on Aging. Commissioner Bupp seconded the motion.

Additional comments followed, and motion was approved by roll call vote 13-0-1, with Commissioner Strohl abstaining.

Request for Approval to Extend the Fiscal Year 2020 Annual Implementation Plan (AIP) with FY 2021 Budget and Programmatic Updates for Tri-County Office on Aging, Area Agency on Aging Region 6

Becky Payne, AASA Field Representative provided an overview of the plan. Changes to this plan for services have been reviewed and approved by the region's policy board. An assessment of the agency's operations will be completed before the beginning of the new fiscal year, and no outstanding issues are anticipated. There are no special conditions or supplemental documents requiring approval. The complete AIP was provided to Commissioners for their review and approval.

A motion was made by Commissioner Greenhut for the Request for Approval to Extend the Fiscal Year 2020 Annual Implementation Plan (AIP) with FY 2021 Budget and Programmatic Updates for Tri-County Office on Aging, Area Agency on Aging Region 6. Commissioner Strohl seconded the motion.

Additional comments followed, and motion was unanimously approved by roll call vote 14-0-0.

Request for Approval to Extend the Fiscal Year 2020 Annual Implementation Plan (AIP) with FY 2021 Budget and Programmatic Updates for Area Agency on Aging of Western Michigan Region 8

Becky Payne, AASA Field Representative provided an overview of the plan. Changes to this plan for services have been reviewed and approved by the region’s policy board. An assessment of the agency’s operations will be completed before the beginning of the new fiscal year, and no outstanding issues are anticipated. There are no special conditions requiring approval. Supplemental documents requiring approval are Waiver of Minimum Percentage Required for Legal Services Priority Service Category and Cash-In-Lieu-Of-Commodity-Agreement. The complete AIP was provided to Commissioners for their review and approval.

A motion was made by Commissioner Schlueter for the Request for Approval to Extend the Fiscal Year 2020 Annual Implementation Plan (AIP) with FY 2021 Budget and Programmatic Updates for Area Agency on Aging of Western Michigan Region 8. Commissioner Lopez seconded the motion.

The motion was unanimously approved by roll call vote 14-0-0.

INFORMATIONAL ITEMS

Update on COVID-19: No Wrong Door System (ADRC) grant, Mario Marrow & Associates, LLC. contract

Sophia Hines, Manager, Health Promotion & Active Aging Section, updated Commissioners on the decision to work with Mario Marrow on this grant. He is the president and CEO of the company and his agency offers a variety of services for faith-based agencies such as assistance with communication strategies, press and media relations, crisis management, and writing services. The Governor’s office has worked with the company on faith-based projects and recommended their work. They will administer this grant on AASA’s behalf by administering the requests for proposal and awarding the funds to grantees. They will collect reports on behalf of AASA as well.

ANNOUNCEMENTS

The next virtual Commission on Services to the Aging meeting is tentatively scheduled for 9:00 a.m. on Friday, September 18, 2020. Please note, these meetings are open to the public, and anyone wishing to attend may do so. Those needing technology assistance should contact Brenda Ross at rossb11@michigan.gov at least five days before the meeting date.

ADJOURN

Commissioner Wishart adjourned the meeting at 2:03 p.m.