

**MICHIGAN COMMISSION ON SERVICES TO THE AGING (CSA) AND
STATE ADVISORY COUNCIL ON AGING (SAC) JOINT MEETING**

**Michigan Department of Health and Human Services
Aging and Adult Services Agency (AASA)
South Grand Tower, Grand Conference Room, 1st Floor
333 S. Grand Avenue, Lansing, MI 48933
April 20, 2018**

MINUTES

CALL TO ORDER

Commissioner Wishart called the joint meeting to order at 9:03 A.M. She asked SAC member and volunteer, Daniel Young, to lead the Pledge of Allegiance.

COMMISSION ROLL CALL

The Commission roll call was taken and a quorum was present.

COMMISSION MEMBERS PRESENT

Dona Wishart, Matthew Adeyanju, John Briggs, Nancy Duncan, Joan Ilardo, Kathleen LaTosch, Harold Mast, Donna Murray-Brown, Laura Newsome, Michael Sheehan, Linda Strohl, Amy Tripp and Kristie Zamora.

COMMISSION MEMBERS ABSENT (excused)

Peter Lichtenberg.

COUNCIL ROLL CALL

The Council roll call was taken and a quorum was present.

COUNCIL MEMBERS PRESENT

Wendy White, Vice Chairperson, Edna Albert, Alan Bond, Dennis Brieske, Charles Corwin, Sandra Falk-Michaels, Audra Frye, Mary Jones, Victoria Laupp, Kirk Lewis, Nicolette McClure, Gerald McCole, Angela Perone, Gary Scholten, Joseph Sowmick, Joseph Sucher, Elizabeth Thompson, Terry Vear, Susan Vick, Lillie Williams-Grays, Karen Wintringham, Daniel Young, John Zimmerman, Julie Wetherby present via conference call, and Ex-Officio SAC Member Robyn Ford.

COUNCIL MEMBERS ABSENT

Dave Caudle, Sara Damiano, Debra Johnson, Patricia Rencher, Donald Ryan, Jo Ver Beek and Kathleen Williams-Newell all excused, and Ex-Officio SAC Member Mary Engelman.

AASA STAFF PRESENT

Richard Kline, Scott Wamsley, Shirley Bentsen, Eric Berke, Amy Colletti, Kelly Cooper, Dan Doezema, Carol Dye, Cynthia Farrell, Sherri King, Phil Lewis, Laura McMurtry, Tari Muniz, Becky Payne, and Lauren Swanson-Aprill.

VISITORS/GUESTS PRESENT

Bob Schlueter, Helen Guzzo, Lora Stevens, Ann Holmes Davis, Faiz Esshaki, Marcie Wandell and several other members of the public.

APPROVAL OF CSA AGENDA

Commissioner Wishart requested a motion to approve the CSA agenda.

A motion was made by Commissioner Sheehan to approve the agenda. Commissioner Adeyanju seconded the motion. This motion was approved unanimously with a voice vote.

APPROVAL OF CSA MINUTES

Commissioner Wishart asked for a motion to approve the March 16, 2018, CSA minutes.

A motion was made by Commissioner Mast to approve the CSA minutes. Commissioner Tripp seconded the motion. This motion was approved unanimously with a voice vote.

APPROVAL OF SAC MINUTES

Commissioner Zamora, SAC Chair, asked for a motion to approve the March 15, 2018, SAC minutes.

A motion was made by SAC member Karen Wintringham to approve the SAC minutes. SAC member Victoria Laupp seconded the motion.

PUBLIC COMMENT RELATED TO AGENDA ITEMS

None.

CSA CHAIR REPORT

Commissioner Wishart welcomed all SAC and CSA members, and in honor of national volunteer month, and in celebration of all volunteers, she expressed her appreciation.

SAC Chair Report

Commissioner Zamora stated the SAC has been very active in researching the volunteerism report as charged by the CSA.

Commissioner Zamora stated the SAC appointed a workgroup to review and update the SAC application form, which is in draft form and will be presented to the CSA soon.

Commissioner Zamora thanked Commissioners Wishart, Strohl and Briggs for reviewing the applications of four SAC members, and requested approval of their recommendation to reappoint Angela Perrone, Sandra Falks Michael, Nicolette McClure and Charles Corwin.

Commissioner LaTosch made a motion to approve the SAC appointments, as presented. Commissioner Mast seconded the motion. This motion was approved unanimously with a voice vote.

Commissioner Zamora introduced SAC Vice Chairperson Wendy White to share information on the SAC report, as charged by the CSA, to research the topic of volunteerism.

Ms. White provided a brief overview on the CSA's charge for the SAC to research and analyze the topic of volunteerism, which they broke out into two areas: *Volunteering For Seniors*; and *Volunteering By Seniors*. They then broke out into four workgroups with SAC Member Karen Wintringham presenting on the *Positive Benefits of Volunteering*; SAC member Dennis Brieske presenting on *Recruitment Techniques*; SAC member Joe Sucher presenting on *Retention Strategies*; and Ex-Officio SAC Member Robyn Ford presenting on *Organizations That Need Volunteers*.

Commissioner Zamora thanked SAC members and volunteers for all the good work they're doing, and AASA staff members Lauren Swanson-Aprill and Kelly Cooper for their support.

Commissioner Zamora stated the research is complete, and they will pull it all together into a report to present at the June CSA meeting for review, feedback and edits, with the goal to present the final draft in August for approval prior to the end of this fiscal year.

Commissioner Wishart stated a commitment was made to distribute the SAC reports far and wide, as past reports have been referenced several times throughout the aging network.

Advocacy Committee Chair Report

Commissioner Murray-Brown reiterated the strong foundation built around the Advocacy Committee's values and guiding principles to be action-oriented, while leveraging the Older Michigianians Act to guide their efforts to support older adults on issues that directly or predominantly impact seniors in all geographies across Michigan. They are action planning on four top issues with Commissioner Ilardo leading on transportation, Commissioner Mast leading on direct care worker wages, Commissioner Murray-Brown as interim leading on elder abuse and exploitation prevention, and Commissioner LaTosch leading on wait list reduction, while partnering with SAC members Edna Albert, Don Ryan, Joseph Sucher, Elizabeth Thompson and Debra Johnson who volunteered to join the Advocacy Committee.

Report of the Michigan Intrastate Funding Formula (IFF) Work Group

Commissioner Michael Sheehan stated every five years the CSA is required to review the IFF for changes needed to address the allocation of state and federal funds, and he thanked Commissioners Newsome, Adeyanju, Briggs and Lichtenberg for serving on the work group. In their research on the history and effect of the IFF, they interviewed AASA staff, consulted with AAAs, and are bound by the Older Americans Act and Older Michigianians Act. They are required to consider the geographic distribution of older adults, the greatest economic need, the greatest social need, and low-income minority older individuals.

Commissioner Sheehan stated the work group came to a unanimous agreement on their recommendation but decided to hold off on voting to discuss and research further. They will bring their findings back to the CSA for review and approval.

AASA SENIOR DEPUTY DIRECTOR REPORT

Senior Deputy Director Richard Kline stated he sits on the Developmental Disabilities Council. They recently met and suggested AASA has opportunities to help communicate what their needs are, and to see what partnership opportunities are available to get their message to the aging network where they can be heard. One issue is a new federal act, the Home- and Community-Based Service Rule, to ensure Medicaid services are accessible

for people with disabilities to help them live in their home and community, which is important because it ensures individuals with disabilities have the same access to services as those who don't. It also allows individuals the opportunity to make decisions on what services they receive and who provides them, with the goal to ensure they are independent and able to make life decisions and fully participate in community life, and that their rights are respected with the intent for total and true inclusion in communities. Director Kline stated there are many parallels between those we serve in the aging community and those in the disability network with the person-centered planning theme.

Director Kline stated they had a presentation on autism and Medicaid, and there is a strong advocacy effort to eliminate the sub-minimum wage, which would get more people involved in the community no matter what their abilities are.

Director Kline stated they have another retreat scheduled soon on cultural and linguistic competency, and he will share more afterwards.

Director Kline stated AASA continues to coordinate with the Medical Services Administration (Medicaid), and all but one AAA participates in the MI Choice Waiver. AASA meets with this group monthly and one big impending issue coming up is the boilerplate language that indicates Medicaid needs to research a managed care model in Michigan and of the five things they provide, three of them already have a level of capitation, risk or a managed care structure. This study will look at all of these things, including how services are delivered across the state and what gaps might exist, so they've convened stakeholders, contracted with public sector consultants to research and provide data for a report, which is due to the Legislature by July 1st. The AAAs and AASA are at the table to provide whatever council is needed. As additional information becomes available, Director Kline will provide updates.

Director Kline stated AASA's Adult Services Policy Unit (ASPU) joined AASA from Medicaid, but not the field staff. AASA has been working on material audit findings with them in many different areas. One audit finding AASA is working on claims that we were not measuring the effectiveness of a program. The BOLD Council Design Team is working with the Medicaid field staff director on how to accomplish that. The most critical measure of effectiveness is risk, which is measured by assessing current factors impacting a client's quality of life, and giving it a score of High, Medium, or Low. This is done when a case is opened and then again when a case is closed. When a case worker applies interventions, the intent is to lower the risk for the client. Measuring this change in risk score will allow us to determine the impact of intervention for clients, hopefully lowering risk. This data can then be aggregated and analyzed for continual improvement of the program. Additionally, they also have other measures such as standard of promptness, case reads, timeliness of interventions, etc., which the Medicaid field staff director is working on with staff to ensure processes are completed timely, and with the goal to show the interventions are effective showing risks are being lowered. Once the software is developed, they will be able to automatically produce the data. They're taking a sample and coming up with a baseline number to determine factors and to start measuring effectiveness. More information will be brought to the CSA as this progresses.

Director Kline stated the State Long Term Care Ombudsman had nursing facility closures, and Commissioner Strohl asked how many, and Director Kline said he will get the total.

Director Kline stated AASA added two new members with Brenda Champion in the finance area, and Kelly Cooper as administrative support, who are both great additions to AASA.

LEGISLATIVE UPDATE

Phil Lewis, AASA's public affairs and legislative liaison, provided an overview of the Federal budget for fiscal year 2018, which was signed on March 23rd. Highlights include increases nationally of \$40 million for congregate meals, and \$19 million for home delivered meals. The State Health Insurance Program (SHIP) also known as MMAP, Inc. in Michigan, received a partial restoration of funds and the Senior Community Service Employment Program (SCSEP) was level funded. AASA still has not received the federal grant award notices yet, but hopes to see them in the next couple weeks.

Mr. Lewis provided an overview of the State budget with the House and Senate subcommittees passing their version of the Department of Health & Human Services (MDHHS) budget that includes AASA. The full House appropriations committee reported out the department's budget, with two bills expected to be finalized in the next few weeks with an adult protective services guardian rate increase from \$60 to \$83, and a \$100,000 increase for the three senior volunteer programs. There's also boilerplate language that charges MDHHS to do an independent feasibility on a long-term care benefit for residents.

Mr. Lewis stated on the Senate side, there is a \$3 million increase under the community services line item, and a \$550,000 restoration of the Alzheimer's Association Dementia pilot project, which is an expansion of that program.

Mr. Lewis discussed Section 1857 in this year's budget under the Medicaid program that will explore managed long-term care services, as well as a bill to change the Medicaid program and add work requirements, which passed the Senate, but the Governor commented on the bill and said he would like to see some changes.

Commissioner Mast made a motion to send a letter to Senator Shirkey, other associated legislators and the governor's office recommending they give careful thought in amending the Medicaid program bill requirement for those caring for seniors, as presented. Commissioner Murray-Brown seconded this motion.

Commissioner LaTosch made a friendly amendment to the motion, noting the Older Michiganians Day event is being held May 16, 2018, two days before the CSA meets again and requested this letter be done before then so those advocating to their legislators on this matter would have a copy to take with them.

Commissioner Ilardo stated there are incredible financial implications to the state of not having folks covered under Medicaid who work for minimum wage and having to hire a caregiver, and she recommended the letter include costs associated with caregiving if at all possible.

Commissioner Briggs suggested the letter, in addition to the Senate committee, also go to the House committee that will be tied to this legislation.

Additional discussion followed, and this motion passed unanimously with amendments and as presented, with a 13-0-0 vote.

Commissioner Mast stated he hopes they'll realize the cost savings to the state's Medicaid dollars by balancing what's spent on elders in nursing homes vs in-home care, by keeping folks out of nursing homes.

Commissioner Strohl asked about wording around the managed healthcare for the Medicaid services and whether they are considering the results of the three-year pilot projects and lessons learned due to opting in and out of unknown insurance companies, and challenges many seniors faced when they were assigned to an unknown insurance carrier, which made it very difficult to access services.

Commissioner Duncan asked if the CSA wants to take a position on the actions in the legislature on the budget, noting immediately after their May 16th revenue conference, the legislature will begin discussions on reconciling the House and Senate budgets, and she suggested discussing what the House and Senate have done and recommended letting the Governor, MDHHS Director, State Budget Director and legislature know what we think about what they've done, and where we suggest putting additional money if the May conference reveals there are more revenues.

Mr. Lewis stated AASA has quite a few investments on the table, but that the Governor has been supportive of the no-wait state effort in the past, which aligns with the community services line item, noting it wasn't in the Governor's recommendation this year.

Commissioner Murray-Brown requested the CSA's approval for more time to fine tune the letter, and she's open to working with Mr. Lewis on this.

Commissioner Duncan made a motion to approve the Advocacy Committee work with Mr. Lewis to craft a letter to key members of the administration and legislature expressing our priorities for FY 2019 funding senior services. Commissioner Ilardo seconded this motion.

Commissioner Murray-Brown requesting adding a timeline to draft and send the letters as soon as possible, but by no later than May 16th, and suggested it be put out to the full CSA for review and comment it before it goes out.

Additional discussion followed, and this motion passed unanimously, with amendments and as presented, with a 13-0-0 vote.

Commissioner Briggs stated the state's history of funding senior services has not kept up with the explosion of senior population in the state, so when there is opportunity, seniors need to be at the table addressing the greatest need of their population's frail and elderly.

Commissioner Duncan stated the budget process has a rhythm to it and MDHHS will be asked to make its recommendations for the fiscal year 2020 budget to the State Budget Office and the Governor in terms of increased funding around October 1st, so the CSA may want to add discussion in August and September on what should be advocated for relative to the budget and enhanced funding for seniors, noting if we can get something in the

executive budget, there's a far better chance of getting it funded with the weight of the Governor behind it.

Commissioner Wishart stated as this progresses, the Advocacy Committee will lead these efforts with inclusion of the CSA.

FINANCIAL UPDATE

Scott Wamsley, AASA Deputy Director, provided an Appropriation Overview Report and Expenditure Reporting by Appropriation Overview handout, and detailed updates.

The CSA took a break at 10:47 AM and resumed business at 11:05 AM.

BUSINESS ITEMS

Request for Approval of Fiscal Year (FY) 2019 Annual Implementation Plan (AIP) Approval Criteria

Dan Doezema, AASA Field Representative, provided a detailed update highlighting the changes to the FY 2019 AIP approval criteria.

A motion was made by Commissioner Briggs to approve the FY 2019 AIP approval criteria, as presented. Commissioner Sheehan seconded the motion.

This motion was approved unanimously with a 13-0-0 vote.

Request for Approval of Updated Nutrition Standard

Sherri King, AASA coordinator of nutrition & wellness programs, stated a Nutrition Summit will be held August 7, 2018, at the Ralph MacMullan Center in Roscommon County where nutrition providers and AAAs come together to discuss related topics, and to hear lessons learned. She invited commissioners to let her know if they'd like to attend and she will get them signed up.

Ms. King requested approval of AASA's revised nutrition standards provided at last month's meeting, and in accordance with the Older American's Act requirements and USDA Dietary Guidelines for Americans, noting nutrition providers are encouraged to start implementing the changes immediately, but AASA will not enforce them until October 1, 2018.

Commissioner Ilardo made a motion to approve the updated Nutrition Standards, as presented. Commissioner Strohl seconded the motion.

Additional discussion followed, and this motion was approved with an 11-0-2 vote.

Request for Approval of 2018 United States Department of Agriculture (USDA) Senior Farmers Market Nutrition Program (SFMNP) Funding, Known as Senior Project FRESH/Market FRESH in Michigan

Ms. King stated this program has grown from three counties participating to all 83 Michigan counties, and she provided a program handout. AASA is required to do evaluations on ten percent of the markets, as required by the USDA, so this year she offered the three senior volunteer programs \$1,000 and coupons for secret shoppers to visit the markets in Emmet and Mecosta counties to fill out evaluations, and they agreed to do this.

Commissioner Newsome made a motion to approve the 2018 USDA SFMNP funding, known as Senior Project FRESH/Market FRESH in Michigan, as presented. Commissioner Adeyanju seconded this motion.

Additional discussion followed, and this motion was approved with a 12-0-1 vote.

Request for Approval to Reallocate Program Year (PY) 2017-2018 Senior Community Service Employment Program (SCSEP) Funds

Laura McMurtry, AASA SCSEP Program Manager, stated because SCSEP funds cannot be carried over program years, Region 7 AAA, a SCSEP subgrantee, notified her that they would not be able to expend their funds by the end of this PY.

Ms. McMurtry requested approval to reallocate Region 7 AAA's unspent funds to another subgrantee, Macomb/St. Clair Michigan Works! to serve as many mature workers as possible through this program.

Commissioner Strohl made a motion to approve the reallocation of PY 2017-2018 SCSEP funds, as presented. Commissioner Zamora seconded the motion.

This motion was approved unanimously with a 13-0-0 vote.

Request for Approval to Reallocate Fiscal Year (FY) 2018 Retired and Senior Volunteer Program (RSVP) Grant Funds

Mr. Wamsley requested approval to reallocate some FY 2018 RSVP grant funds intended to support local volunteer program activities, due to unallocated funding because the Western UP Health Department decided to cease their RSVP sponsorship.

Mr. Wamsley noted AASA will seek a qualified RSVP sponsor in Michigan's western UP through a request for proposals (RFP), and will make a recommendation on who to award these unspent FY 2019 funds to. If the RFP process fails to identify a qualified bidder, AASA will recommend the CSA redistribute the funds to other RSVP project sponsors.

A motion was made by Commissioner Sheehan to approve the FY 2018 RSVP unallocated grant funds, as presented. Commissioner Mast seconded the motion.

This motion was approved with a 12-0-1 vote.

INFORMATIONAL ITEMS

Incompatible Offices and Conflict of Interest

Eric Berke, AASA staff, stated the CSA plays a very important role in the aging network, and under the Older Americans Act (OAA), we are a decentralized network. When the Office of Services to the Aging transitioned from a Type 1 Autonomous agency to the larger MDHHS, grant management practices were historically different than those used by the rest of the department, but since AASA is still governed by the OAA that establishes responsibilities and authority for the CSA to approve awards and contracts, this authority is key to the effective and efficient operation of the aging network.

Mr. Berke provided an updated Conflict of Interest Guidelines form, which is a notice of

disclosure to make known any conflicts of interest commissioners might have that may interfere with their role on the CSA, and he requested they sign and turn them in to AASA.

Supportive Adult Services Section (SASS) Update

Cynthia Farrell, SASS Program Manager, provided a detailed background and overview of SASS, which moved to AASA when the departments of Human Services and Community Health merged, and she highlighted their programs, grants and other related issues they oversee.

Calhoun County Annual Centenarian Celebration Event Overview

Lora Stevens, Administrative Assistant of Calhoun County Office of Senior Services, had a slide show featuring their annual centenarian birthday celebration events that began in 2014 and recognizes local centenarians turning 100 or better at Win Schuler's, which is supported through funding from the Region 3B Area Agency on Aging.

Helen Guzzo, Department Manager, Calhoun County Office of Senior Services, stated they administer the Calhoun County senior millage and does not have a wait list for Meals on Wheels because of these tax dollars, which also provides a senior transportation program run by the local Community Action Agency.

ANNOUNCEMENTS

Commissioner Wishart stated following this meeting, there will be a public hearing on AASA's state plan at 1:00 PM at this same location.

The next CSA meeting will be held at 9:00 AM on Friday, May 18, 2018, in the South Grand Tower Building, 333 S. Grand Ave. in Lansing in conference rooms 1K & 1L. The CSA will host the 2017 Gatekeepers of the Year Awards luncheon at noon following this meeting.

Commissioner Wishart stated these meetings are open to the public, and anyone needing accommodations to attend should contact Carol Dye at least five (5) days prior to the meeting date.

The next SAC meeting will be held at 9:30 AM on Thursday, June 21, 2018, at the Ramada Lansing Hotel & Conference Center, 7501 W. Saginaw Hwy. in Lansing.

ADJOURN

Commissioner Wishart asked for a motion to adjourn the meeting.

A motion to adjourn was made by Commissioner Briggs. The motion was seconded by Commissioner Adeyanju. This motion was approved unanimously with a voice vote.

Commissioner Wishart adjourned the meeting at 12:20 PM.