

**MICHIGAN COMMISSION ON SERVICES TO THE AGING**  
**Radisson Hotel**  
**111 N. Grand Avenue, Lansing, MI 48933**  
**November 16, 2012 @10:00 AM**

**MINUTES**

**CALL TO ORDER**

Commissioner Mast called the meeting to order at 10:00 A.M.

Commissioner Mast welcomed the Commissioners. This was followed by the Pledge of Allegiance.

**COMMISSION ROLL CALL**

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

**COMMISSION MEMBERS PRESENT**

Harold Mast, Michael Bartus, Owen Bieber, Shannon English, Gerald Irby, Kathleen Johnston-Calati, Donna Murray-Brown, Donald Newport, Renee Parnell, Patricia Rencher, Jeffery Schade, Michael Sheehan, Janice Wilson, James Wright and Kristie Zamora.

**COMMISSION MEMBERS ABSENT (Excused)**

None.

**COMMISSION MEMBERS ABSENT (Un-excused)**

None.

**OFFICE OF SERVICES TO THE AGING (OSA) STAFF PRESENT**

Kari Sederburg, Rhonda Powell, Amy Colletti, Dan Doezema, Carol Dye, Annette Gamez, Wendi Middleton and Sarah Slocum.

**VISITORS/GUEST PRESENT**

Katharyn Barron, Department of the Attorney General's Office, Lynn Alexander, VP of Public Affairs, Presbyterian Villages of Michigan, Elise Hill and Carol Barrett, OSA Contractor with So What Evaluations, Karen Jackson-Holzhauer, Region 1-B AAA, Yauschica Brown, Region 5 AAA, Dee Collins with Complete Health, Inc., Carolyn LeJuste, OSA Contractor and Pamela McKenna, SAC Member.

**APPROVAL OF AGENDA**

Commissioner Mast asked for a motion to approve the agenda.

A motion was made by Commissioner Wright to approve the agenda. Commissioner Zamora seconded the motion.

The motion was approved unanimously with a voice vote.

### **APPROVAL OF COMMISSION MINUTES**

Commissioner Mast asked for a motion to approve the October 19, 2012 minutes.

A motion was made by Commissioner Irby to approve the minutes. Commissioner Parnell seconded the motion.

The motion was approved unanimously with a voice vote.

### **INFORMATION FROM INDIVIDUALS OR DELEGATIONS CONCERNING AGENDA ITEMS**

None.

### **COMMISSION CHAIR REPORT**

Commissioner Mast thanked Commissioner Irby for hosting the Commission meeting in Marquette.

Commissioner Mast mentioned his attendance to the State Advisory Council meeting with Commissioners Parnell, Rencher and Sheehan. Commissioner Mast spoke of the presentation given by the State Demographer, who discussed long term care plans with demographic projections of those over the age of 65 in the state.

Commissioner Mast requested minutes from public hearings to be made available to the Commission for review following each public hearing session.

Commissioner Mast stated he participated in Michigan's Society on Gerontology's conference where the group focused on care transition issues, and he complimented the professional organization on their compassion towards senior issues.

### **OSA DIRECTOR REPORT**

Commissioner Mast asked Director Kari Sederburg for her report.

Director Sederburg invited the Commission to the OSA holiday party being held on December 14, 2012, at 11:00 AM.

Director Sederburg discussed her recent travels on behalf of elder advocacy throughout the state and thanked the Commissioners who made themselves available to attend these events.

Director Sederburg discussed the effects of the possibility of sequestration at the federal level; if the sequestration were to occur, it could result in an 8.4 percent of federal funding cut, which equates to over \$3 million. Director Sederburg stated OSA is preparing internally on how some of these costs can be mitigated to avoid impacting services. More information will be presented if the sequestration occurs.

Director Sederburg discussed the state budget and a request made by the governor's administration to provide input on program enhancements.

Director Sederburg spoke of the conference she and Deputy Director, Rhonda Powell attended in Chicago IL; the meeting included a collaboration of surrounding area state office on aging organizations and shared the most significant matters in their regions, supporting elder abuse prevention nationally, system transformations, and broadening networks to create larger; newer partnerships.

Director Sederburg reiterated the importance of the Older American's Act Reauthorization and discussed the involvement OSA will have in supporting the Act. The significant changes in the Reauthorization of the Older Americans act included dental insurance and exhibited a distinct focus on veterans, holocaust survivors and LGBT older adults. Director Sederburg distributed copies of the Reauthorization of the Older American's act and offered to e-mail a copy to commission members attending via conference call.

Director Sederburg discussed the internal statewide employee satisfaction and employment engagement survey and OSA was recognized as one of the highest ranked in terms of satisfaction. Moving forward, OSA will focus on career advancement and training to make sure staff has the opportunities they desire to further their career.

Commissioner Schade brought the Senate Bill 975 to the attention of the Commission for review and addressed a concern regarding how the bill may impact caregivers, seniors and elderly residence living in facilities.

Director Sederburg stated OSA will research information on this bill and send a summary of the legislation.

Director Sederburg introduced Lynn Alexander, a previous OSA Director.

Ms. Alexander announced a PBS Special on Caregivers Confronting the Care System at 10:30 PM on Thanksgiving Day evening, where she will have a role in the special.

## **INFORMATION AND COMMENTS (Part 1 of 2)**

### **Needs Assessment**

Commissioner Mast asked Carol Barrett, OSA Contractor to provide her presentation.

Ms. Barrett introduced herself and detailed the current projects she is working on, including initiatives funded by outside sources such as the community living programs and the Aging and Disability Resource Collaborative (ADRC).

Ms. Barrett introduced Elise Hill and expressed gratitude for her hard work in responding to all questions from consumers and senior center directors pertaining to the Needs Assessment Project, as well as her coordination of the various activities.

Ms. Barrett distributed a handout, stating the main goal of the needs assessment was to understand the needs of older adults and adults with disabilities and outreach. A review of the needs assessment included demographics, disability, housing, employment and finances, economic security, transportation, health care, social connections, end of life and legal issues, giving and receiving care, noting this information will be used in OSA's state plan next year.

Ms. Barrett summarized the results of the Michigan Aging and Disability Needs Assessment, noting Deputy Director Rhonda Powell will take the lead to oversee the process, including sharing results and soliciting input of the findings.

Eight specialty work groups will be convened to be championed by OSA staff to discuss each topic; the group will analyze the results of the assessment and identify what they mean. The data will also provide recommendations to be included in OSA's state plan. Work groups will start reviewing the assessment data in December and meet through February with the papers to be released in March 2013.

Director Sederburg invited the Commission to join the work group meetings, and she will send a list of the final groups to the Commission including meeting dates/times.

### **Senior Brigade Program**

Commissioner Mast introduced Katharyn Barron, Michigan Assistant Attorney General, to present on the Senior Brigade Program.

Ms. Barron thanked the Commission, and discussed seminars the Attorney General's office provides, including mail scams, identity theft and on-line safety; she also provided information on eliminating credit card application requests and how to obtain free credit reports.

Director Sederburg was asked to send a letter on behalf of the Commission to the Attorney General's office thanking them for the valuable consumer information.

### **Overview- State Plan on Aging**

Commissioner Mast asked Shirley Bentsen, OSA staff to present on the state plan.

Ms. Bentsen discussed and provided an overview of Michigan's state plan on aging, which is to be finalized, signed by the Commission Chair and submitted to the Federal government by July 1, 2013. Elements of the state plan includes a narrative of OSA's goals, objectives, strategies, the interstate funding formula description, insurances and signed verification of intent, while continuing to concentrate on the current imperative core programs, such as nutrition and community support services. The Administration on Aging will release their expectations of what should be included in the state plan by November 30, 2012.

Data will be collected to conclude a goal-oriented plan, including summaries of public hearings, the reflection of the Older American's Act, the Needs Assessment Project and funding.

The Commission agreed to play an active role in providing input for the Oct 1, 2013 - September 30, 2016 state plan.

Ms. Bentsen provided a spreadsheet that includes OSA's current goals and agreed to provide a timetable to include future meetings following the scheduled internal meeting November 30, 2012.

Commissioner Sheehan suggested conference calls and e-mail communications during the development of the state plan if necessary.

Mr. Wamsley stated the 2014 OSA state plan and the AAA's goals, objectives and strategies will become synchronized as intended in 2014.

### **State Profile Tool Grant Overview**

Commissioner Mast asked Wendi Middleton, OSA staff & Carolyn LeJuste, OSA Coordinator, to present on the State Profile Tool Grant.

Ms. LeJuste discussed the progress in rebalancing/reforming long term care and emphasized focus on choices of going into a nursing home vs. in-home support.

Ms. LeJuste described her involvement in the \$500,000 FY08 State Profile Tool Grant, which was intended to survey the long term care services throughout the state, and concluded with a detailed report of their findings. The results were then presented to a consulting firm in Washington, DC that focused on the indicators on how long term care rebalancing was progressing. The final report is available via Google search "Michigan Profile of Publicly Funded Long Term Care Services June 2009."

Ms. LeJuste stated an additional grant of \$250,000 was awarded at the end of three years to continue two more years of research; it was requested that a survey be directed towards service workers who were connected to agencies and the self-determination programs in the CMH system, including health agencies and MiChoice agencies. It was also requested that research conducted reflect the quality improvement for all sectors, with additional monies from the grant funding the Needs Assessment project.

Ms. LeJuste distinguished some of the highlighted survey results to include service worker's need for training opportunities and resources to be effective employers in the MiChoice self-determination option, President Obama's Affordable Care Act, and lack of opportunities to identify and address issues such as work load imbalances and other concerns. Ms. LeJuste encouraged the Commission to review the final model provided by CMH.

## **BUSINESS ITEMS**

### **Request for Approval of Substantive Amendment to Region 5 AAA Fiscal Year 2013 Annual Implementation Plan (AIP)**

Laura McMurtry, OSA staff, requested approval of Substantive Amendment to Region 5 AAA FY 2013 AIP.

Ms. McMurtry introduced Ms. Brown, who wrote the Region 5 AAA FY 2013 AIP.

Ms. Brown requested a change in the AIP to allow Region 5 to provide services directly, as well as contract some services out.

A motion was made by Commissioner Newport to approve the Substantive Amendment to Region 5 AAA FY 2013 AIP. The motion was seconded by Commissioner Johnston-Calati.

Discussion followed and the motion was approved with a 13-0-0 vote.

## **INFORMATION AND COMMENTS (Part 2 of 2)**

### **Intrastate Funding Formula and Budget Discussion**

Commissioner Mast asked Scott Wamsley, OSA staff, to present on the intrastate funding formula and budget.

Mr. Wamsley provided a brief overview of the funding formula and redistributed a memo and handout from the July meeting, noting the funding formula is required by all AAAs to detail how federal funding is allocated. The formula is a Commission approved policy based on the U.S. Census Bureau.

Commissioner Mast asked Commissioners to e-mail Mr. Wamsley for questions related to the funding formula at [wamsleys@michigan.gov](mailto:wamsleys@michigan.gov).

## **ANNOUNCEMENTS**

Commissioner Mast requested future CSA meetings be extended beyond 12:00 PM to allow for additional discussion with the Unlicensed Assisted Living workgroup.

Commissioner Mast asked for a motion to cancel the Commission meeting tentatively scheduled for Friday, December 21, 2012.

A motion to dismiss the tentatively scheduled meeting was made by Commissioner Sheehan. The motion was seconded by Commissioner Zamora.

The motion was approved unanimously by voice vote.

Commissioner Mast reiterated the invitation from OSA to attend their holiday party on Friday, December 14<sup>th</sup>.

The next two CSA meetings are scheduled via teleconference for January and February with the next onsite meeting being held on March 15, 2013.

Commissioner Schade thanked Director Sederburg for attending the Midland County Commission on Aging's annual meeting, and announced the celebration of their 50<sup>th</sup> anniversary in March, which is when the Commission will be holding its meeting and public hearing in Midland.

Commissioner Schade asked Director Sederburg for assistance in obtaining a Governor's proclamation for the agency's anniversary, for the Commission to present it at the March meeting, and she agreed to do so.

### **ADJOURN**

Commissioner Mast asked for a motion to adjourn the meeting.

A motion to adjourn was made by Commissioner Newport. The motion was seconded by Commissioner Wright.

The motion to adjourn was approved unanimously by voice vote.

Commissioner Mast adjourned the meeting at 12:28 PM.