

**MICHIGAN COMMISSION ON SERVICES TO THE AGING
CONFERENCE CALL MEETING**
Office of Services to the Aging, 300 E. Michigan Ave., 3RD Fl; Lansing , MI
November 15, 2013 @10:00 AM

MINUTES

CALL TO ORDER

Commissioner Mast called the meeting to order at 10:05 A.M.

COMMISSION ROLL CALL

The Commission roll call was taken and a quorum was present. This was followed by the Pledge of Allegiance.

COMMISSION MEMBERS PRESENT

Harold Mast, Douglas Chalgian, Shannon English, Joan Ilardo, Gerald Irby, Donna Murray-Brown, Donald Newport, Richard Ortega, Renee' Parnell, Patricia Rencher, Jeffery Schade, Michael Sheehan, and Kristie Zamora.

COMMISSION MEMBERS ABSENT

Michael Burri.

OFFICE OF SERVICES TO THE AGING (OSA) STAFF PRESENT

Kari Sederburg, Rhonda Powell, Eric Berke, Wendi Middleton, Sarah Slocum, Lauren Swanson, Scott Wamsley and Carol Dye.

VISITORS/GUESTS PRESENT

Ann Langford, Region 1-B AAA, Kirk Glezen, Adult Well-Being Services and Rhoda Elfie.

APPROVAL OF AGENDA

Commissioner Mast asked for a motion to approve the agenda.

A motion was made by Commissioner Sheehan to approve the agenda. Commissioner Schade 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 18, 2013, CSA minutes.

A motion was made by Commissioner Irby to approve the minutes. Commissioner Newport 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 Commissioners James Wright, Janice Wilson, and Kathleen Johnston-Calati for their service to the Commission, congratulated Commissioners Burri and Sheehan on their reappointment, and welcomed newly appointed Commissioners Douglas Chalgian of East Lansing, Joan Ilardo of East Lansing, and Richard Ortega of Grand Rapids.

Commissioner Mast provided a copy of a letter from the Governor's office in response to the Commission's assisted living letter indicating they would review the matter further.

OSA Director Report

Director Sederburg welcomed the newly appointed commissioners and congratulated those who were reappointed.

Director Sederburg stated she presented the Governor with Office of Service to the Aging's FY 2015 state budget recommendations, which included a \$5 million increase for in-home services and nutrition programs, \$1 million increase for elder abuse initiatives, an increase for the MI Choice home and community-based Medicaid waiver that keeps people at home and out of nursing homes, and an increase to expand the Program of All-inclusive Care of the Elderly (PACE).

Director Sederburg stated the Governor may come out with a special message on aging in early spring, noting OSA is working with his team to see what that might look like, and will make recommendations on what should be included. Once confirmation is received that he is moving in that direction, additional discussions will be held with the Commission to see what some of their recommendations may be as well.

Director Sederburg stated there is a Federal Budget until January 15, 2014, and OSA received 29 percent of their federal appropriations for the year, with funding allocated to the AAAs through the formula using the new funding formula.

Director Sederburg stated there was a kick-off meeting to discuss better coordination of long term care supports and services that included OSA, Community Health, Human Services, Licensing and Regulatory Affairs, Medicaid and a variety of other offices within those departments, and work groups were formed to review recommendations that a leadership team will take to the Governor, focusing on coordination and how individuals may access the system.

Director Sederburg stated November is National Caregiver Month, and OSA partnered with Biggy Coffee who donated coupons, so caregivers can sign up on line and as a thank you for being a caregiver, receive a package and coffee coupon.

Director Sederburg stated a letter was received from Bill Rustem, the Governor's strategic advisor, in response to the Commission's letter requesting the Governor appoint a work group to look into defining the term assisted living.

Director Sederburg stated the next meeting of the Commission will be requested to be moved from December 20, 2013, to December 13, 2013, and will be a conference call meeting, as well as OSA's holiday party, and Commissioners are invited to attend.

BUSINESS ITEMS

Approval to Change the December 20, 2013, CSA Meeting Date

Commissioner Mast requested the CSA meeting be moved from the third Friday, on December 20, 2013, to the second Friday, on December 13, 2013.

A motion was made by Commissioner Parnell to approve December 13, 2013, as the new meeting date for December, as presented. Commissioner Sheehan seconded the motion.

The motion was approved unanimously with a voice vote.

Approval of Fiscal Year (FY) 2014 Grant to Region 3B Area Agency on Aging (AAA) for Personal Care Workers' (PCW) Pilot Program--Background Checks

Lauren Swanson, OSA staff, stated this \$16,834 federal grant is a result of Department of Licensing and Regulatory Affairs' requirement to include fingerprinting to IChat background checks on direct access personal care aid staff providing long term care services to those who are in the MI Choice Waiver Program, noting this grant will be allocated to Region 3-B AAA, who has a staff person very knowledgeable with the background check process.

A motion was made by Commissioner Parnell to approve the FY 2014 grant to Region 3-B AAA for the PCW pilot program background checks, as presented. Commissioner Schade seconded the motion.

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

Approval of Creating Confident Caregivers® (CCC®) Master Trainers

Wendi Middleton, OSA staff, stated approval is being sought to certify three master trainers in the CCC® program, an evidence-based training and education program that teaches caregivers how to create moments of contentment with persons with dementia they are caring for, rather than viewing their condition as a collection of difficult behaviors that have to be managed, and good results have been profound.

A motion was made by Commissioner Ortega to approve the three CCC® Master Trainers certification, as presented. Commissioner Parnell seconded the motion.

The motion was approved unanimously with a voice vote.

With Commissioners Johnston-Calati & Wilson no longer serving on the Commission, and as the volunteers on the CCC Master Trainer review committee, Commissioners Parnell, Zamora, and Ilardo agreed to volunteer to be on the review committee going forward.

Approval to Issue a Request for Proposal (RFP) for the State Long Term Care Ombudsman (SLTCO) Office

Sarah Slocum, OSA staff, provided a detailed overview on materials provided related to seeking approval to put out an RFP to remove the State Long Term Care Ombudsman office from Michigan's State Unit on Aging and into a nonprofit organization.

Ms. Slocum stated if approval is granted, a work group will be formed to develop specific criteria for those who can bid on the RFP, while meeting federal law requirements.

A motion was made by Commissioner Irby to amend the motion to approve an RFP for the SLTCO Office, as presented, as a first reading, so new commissioners can become more familiar with a critical decision the Commissioner is being asked to make. Commissioner Schade seconded the motion.

Commissioner Newport stated he is in favor of the amended motion, and agrees there needs to be more face-to-face time for discussion before an RFP can be issued.

Commissioner Murray-Brown stated this is a standalone issue that requires additional discussion, and would like an opportunity to become more actively involved as it is in line with her business of non-profit organizations in Michigan, and she can add value for a focused conversation.

Commissioner Chalgian asked Director Sederburg if she had any comments on putting off this issue for a while since no face-to-face meetings are scheduled for some time.

Director Sederburg stated Ms. Slocum outlined some concerns with the current structure, and the RFP is a very lengthy, intensive process and could take six to nine months, so if approval is given to start the RFP now, nothing would happen until the new fiscal year, so there could be the possibility of some future missed federal funding opportunities on the Community-based Ombudsman side of things, among other issues as discussed, but she does not want the Commission to feel rushed.

Commissioner Mast asked Director Sederburg if the process could be started then advised it as it moves forward.

Director Sederburg stated we can always start an RFP process, and as the requestor, we can always retract it.

Commissioner Irby asked to continue his original motion, but to add that the Commission meet in January before taking a vote to approve beginning the RFP process.

Director Sederburg asked if anyone would like to consider Commissioner Murray-Brown's suggestion for a subset of Commissioners to meet prior to January to research the details.

Commissioner Newport asked that all Commissioners be included in all discussions and be afforded the opportunity for dialogue.

Commissioner Mast stated no decision could be made on approving the RFP process to begin, and asked to meet again on January's third Friday, January 17, 2014.

Commissioner Irby asked to amend the motion for approval to issue an RFP for the SLTCO Office, but to table the vote until January 17, 2014, to further hear and address the surrounding issues. Commissioner Schade seconded the motion.

Additional discussion followed and the amended motion was approved with a 12-1-0 vote.

Ms. Slocum provided additional detail to support the reasoning that the SLTCO Office as it stands is fragmented, inefficient, ineffective, and why the auditor general determined in the structure they are currently in, there's not enough direct oversight to local ombudsman, so this is an attempt to create a more independent program into one unified nonprofit entity, which she projected be complete by Fiscal Year 16.

Commissioner Mast encouraged everyone to review the materials, think about it, talk with their local citizens and come prepared to discuss and take action in January.

Director Sederburg stated OSA will list the Older American's Act requirements, and what the contractual structure will look like in a bullet format for the January meeting.

INFORMATIONAL ITEMS

NONE

ANNOUNCEMENTS

Commissioner Murray-Brown welcomed the new commissioners. No additional comments were presented.

ADJOURN

Commissioner Mast asked for a motion to adjourn the meeting.

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

The motion to adjourn was approved unanimously by voice vote.

Commissioner Mast adjourned the meeting at 11:35 AM.