

**ADULT FOSTER CARE LICENSING ADVISORY COUNCIL
MEETING MINUTES**

May 18, 2011

MEMBERS PRESENT

James Cannon, Salli Christenson, Jenny Cook, Cynthia Farrell, Linda Lawther, Sandy Mabery, Kathleen Murphy, Brian Sabourin, Lauren Swanson

MEMBERS ABSENT

Andrew Farmer

ADULT FOSTER CARE/HOME FOR THE AGED LICENSING STAFF

Luttrell D. Levingston, Director, Adult Foster Care and Home for the Aged Licensing Division

Erika Ferrell, Adult Foster Care Licensing Consultant

Mary Holton, Adult Foster Care Licensing Consultant

Marva Chambers, Secretary

Roll Call of Council Members

Linda Lawther called the meeting to order at 10:05 a.m. Roll call of Council members showed that a quorum was present.

Linda welcomed Jenny Cook, Long term Care Ombudsman representing Citizens for Better Care, to the Council.

Approval of Agenda

Salli Christenson made a motion to approve the agenda. Sandy Mabery seconded the motion. Agenda approved

Approval of Minutes – February 16, 2011

Lauren Swanson made a motion to approve the minutes with the correction of the spelling of Jenny Coon to Jenny Cook under Visitors. Brian Sabourin seconded the motion. Minutes approved.

Public Comment

No public in attendance.

Correspondence from the Council in response to a letter from Kimberly Bailey addressing her concerns regarding homeless mentally ill persons and the adult foster care licensing policy was provided. As previously agreed upon at the February 16, 2011 Council meeting, the letter thanked Ms. Bailey for her letter and directed her to resources in regard to her concerns and advised that some of the things mentioned in her letter would require rule change.

Division/Bureau Updates

Bureau Website Update

Luttrell Levingston asked Erika Ferrell to update the Council on changes being made to BCAL's website.

Erika reported that a new website has been built but cannot be accessed at this time. She provided a handout of the home page. The Council's suggestions and language was considered and included. A notation that a new website is coming will be put on the current website.

Staffing Update

A copy of the Council's letter presented to Representatives and testimony to the Senate Appropriations Subcommittee on Human Services.

Luttrell thanked the Council for their support of BCAL's need to be adequately staffed to protect Michigan's vulnerable population. Luttrell said it is a difficult time for the State and the Bureau feels fortunate to have been able to keep the current number of staff the past few years.

Two area managers retired in December. The vacant positions are in Saginaw and Traverse City. One area manager position will be filled and BCAL opted to post the position in Saginaw. It is hopeful that interviews will be conducted in June.

Currently there are 49 consultants and 3 vacant consultant positions. A new consultant will start in Saginaw on June 13th. Interviews have been conducted to fill a consultant position in Marquette. The remaining vacant position is in Lansing but possibly will be filled in another area in order to have a stronger candidate pool.

The caseload at the end of March is 86 cases per consultant. The two new consultants will take the caseload per consultant down slightly.

FORI (Focused Onsite Renewal Inspection) Review Subcommittee Report

Linda reported that the subcommittee is making good progress and has moved forward from doing research to developing codes for key areas that need to be identified each time the consultant does a renewal inspection. Linda said the subcommittee has 25-30 work hours planned to get the new inspection process in place. A vision of what the inspection process will look at will be presented to the Council at the August 17th meeting.

Kathleen said Jim Gale and Luttrell have done a good job of planning training for licensing staff on the new inspection process and their goal is to have training in place by the end of the fiscal year.

Luttrell added that previously the focused onsite renewal inspections were available to facilities with a history of rule compliance. The new process is

reshaped so all facilities will have this type of inspection. The renewal inspection changes will create a more meaningful review by talking to residents, staff, observing how staff interact and looking at paper records when necessary. The process will be more time efficient giving more time with facilities that are struggling and use BCAL staff more effectively.

Lauren wanted it noted that because of new job responsibilities she resigned from the committee and Jenny Cook has agreed to fill her position on the subcommittee.

Legislative Issues

Mary Holton gave a brief summary on pending legislation that has relevance to adult foster care/home for the aged licensees:

HB 4597-(introduced May 3, 2011) – Amend PA 218 to add that any person could not work, “employ or independently contact with an individual who has direct access to or provides direct service to residents” at an AFC home if they were the “subject of a substantiated finding of abuse class I, abuse Class II or Neglect Class I or Neglect Class II by a state agency according to an investigation conducted under state law.”

HB 4599 –Amend the Public Health Code for Homes for the Aged with the same language as above.

HB 4255 – (introduced February 15, 2011) Amend Public Health Code regarding the smoking ban. HB 4255 would allow HFA’s and AFCs owned by the Veterans of Foreign Wars, The American Legion, or any other war veterans’ organization to be exempt from the smoking ban.

HB 4332 – (introduced February 24, 2011) A bill to prescribe the missing senior or vulnerable adult alert as the official response to reports of certain missing persons; to provide for the broadcast of information regarding those incidents; and to provide for certain civil immunity.

HB 4334 – (introduced February 24, 2011) This would allow the County Medical Examiner to establish an Elder Death Review Team. (Mary said that Ingham County has an Elder Death Review Team and our division is present at these meetings).

Bureau Statistics – Luttrell Levingston

The Council reviewed the AFC/HFA Activity Report (enrollments received, original licensees issued, renewals issued and facilities closed), and Special Investigation Performance Activity Report.

Luttrell pointed out that there have been no significant changes in activity and the special investigation activity report showed the program continues to be stable. Luttrell complimented BCAL staff on this steady activity because of the staffing vacancies.

Other

MI Choice Waiver Program

Lauren asked for an update on the MI Choice Waiver Program in adult foster care facilities.

Kathleen asked Luttrell to invite staff from the Department of Community Health to give an update on the strengths and challenges of the MI Choice Waiver Program. (As of 5-19-11, Michael Daeschlein and Elizabeth Gallagher from DCH have been invited to attend the November 16, 2011 Council Meeting).

Requested Report

Linda asked Luttrell to provide statistics showing the top most cited rules by type of license and area. Luttrell agreed to provide this information to the Council at the August 17, 2011 meeting.

Bureau of Fire Services – Administrative Rules

The Council requested that the Bureau of Fire Services, Life safety Codes be put on the August 17th Agenda.

Adjournment

Salli made a motion to adjourn the meeting, Kathleen seconded the motion. The meeting was adjourned at 11:20 a.m.

NEXT MEETING: Wednesday, August 17, 2011, 10:00 a.m., 7109 W. Saginaw, Lansing, Conference Room 2-1

If you are unable to attend, please call Marva Chambers at 517-373-8580.