

ADULT FOSTER CARE LICENSING ADVISORY COUNCIL

Discussion Notes

August 8, 2018
Ottawa Building
611 W. Ottawa Street
Upper Level Conference Room 6
Lansing, MI 48933

- 1. Meeting Called to Order:** Kathy Lentz, Vice Chair Person.
- 2. Roll Call:** Roll call of council members completed, there was not a quorum.
 - a. Members Present:** Bob Davis (by phone), Kathy Lentz, Laura Funsch (by phone), Deb Mock, Danis Russell, Jennifer Warnos, Jessica Kross (by phone) and Salli Christenson (by phone).
 - b. Members Absent:** Bishop Ira Combs and Cheryl Loveday.
 - c. Adult Foster Care/Home for the Aged Licensing Staff Present:** Jay Calewatts, Director, Steve Gobbo, Deputy Director.
- 3. Approval of Agenda:** There was not a quorum, could not vote on the approval of the agenda.
- 4. Approval of Minutes:** There was not a quorum, could not vote on the approval of minutes.
- 5. Public Comments:** N/A
- 6. Council Business:**
 - A. Amendment to Proposal for By-Laws:**

This topic is to be added to Agenda for the November Council Meeting
 - B. Special Certification Rules:**

General discussion was had. Jay will make tweaks and recirculate to keep these items moving.
 - C. Open Meetings Act Information:**

Salli Christensen feels it is an important accommodation for members and public to be able to call in for meetings. AG's guidance that all members must be present per the Open Meeting Act to count towards a quorum. If off-site locations are offered, then public must be noticed of the off-site location and be given opportunity to attend the offsite location for council members off-site to be counted towards a quorum. By-laws should be amended to align with AG's guidance. Discussion on previous meeting agenda item about By-Laws need

to be amended to reflect public comment guidance. Steve Gobbo suggested that we add time constrictions for public comment to the By-Laws as well.

- D. Thomas Renwick retirement:** Retired from MDHHS and will no longer be on the Council. We will be filling his position the first of the year. Reaching out to Belinda Hawks from MDHHS to see if she is interested in being considered for the vacancy. Jay will send out an email to those that have expiring terms to see if they are interested in being reappointed.

7. Division/Bureau Updates – Jay Calewarts

- **Bureau Statistics:** Jay Calewarts provided a copy of the AFC quarterly statistics that was reviewed by the Council members.

- 8. ADJOURNMENT:** No adjournment necessary due to no quorum.

The next meeting will be scheduled for November 7, 2018 at 10:00am; Upper Level (UL) Conference Room 4; 611 W. Ottawa Street, Lansing, MI 48933.