

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

August 7, 2019
Ottawa Building
611 W. Ottawa Street
Upper Level Conference Room 3
Lansing, MI 48933

1. **Meeting Called to Order:** Salli Christenson called meeting to order.
2. **Roll Call:** Roll call of council members completed, showing a quorum.
 - a. **Members Present:** Bishop Ira Combs, Kathy Lentz (by phone), Cheryl Loveday, Laura Funsch, Deb Mock, Danis Russell, Jessica Kross, and Salli Christenson.
 - b. **Members Absent:** Belinda Hawks and Jennifer Warnos.
 - c. **Adult Foster Care/Home for the Aged Licensing Staff Present:** Jay Calewarts, Director, Dawn Timm, AFC Area Manager and Ashley Harris, Executive Secretary.
3. **Approval of Agenda:** Salli Christenson moved to approve the Agenda as reviewed, Agenda approved per common consensus.
4. **Approval of Minutes – May 8, 2019: Approval of Minutes:** Kathy Lentz moved to accept, Salli Christenson supported, Minutes approved per common consensus.
5. **Public Comments:** N/A
6. **Council Business:**
 - A. **Department Priorities for FY 20 and Update on Administrative Rules:** Currently status quo for department priorities. Special Certification Rules were circulated, and it was determined that feedback needs to be provided to Jay Calewarts via email by 8/31/19. Jay would like to see review of the Family Home Rules next hopefully late Fall or the first of the year.
 - B. **TB Testing Requirements:** Jessica Kross would like to see the rules changed regarding TB testing and risk assessments in place of the testing. Kathy Lentz, Deb Mock and Jessica Kross suggested that the rules be changed to reflect either risk assessment or testing. Jay Calewarts will talk with those who handled the HFA rule change and see about tweaking the language for AFC.
 - C. **Clarification of PA 513 (HB 6400) Zoning Enabling Act:** Ira Combs brought to the table that there is currently an issue with a local municipality that is giving some pushback on a 6 bed AFC home and trying to zone/classify it as

commercial property. Jay Calewarts mentioned that the Zoning Enabling Act says that AFCs with 6 or less residents are to be zoned residential will forward that portion of the Zoning Enabling Act as well as the Larkin Decision. Salli Christenson asked that Ira Combs keep the council posted on this matter.

PA 513 (HB 6400) Effective March 28, 2019:

- **125.3206(1):** An addition to the Zoning Enabling Act was made to require local zoning authorities to classify homes with 4 or less residents which are all receiving CMH benefits as defined in MCL 400.703(4)(k) and are not licensed by the State of Michigan to be zoned as residential. This type of setting would be zoned residential just like a licensed AFC with a capacity of 6 or less residents.

D. Discussion on Amending By-laws for Council Members to Call In: Jay Calewarts drafted some language to be added to the council by-laws. The Council approved this change.

2. All meetings shall consist of a quorum of no less than a majority of the appointed officers and members. **While attending in person is preferred, members may attend up to one meeting a calendar year via teleconference.** Members attending via teleconferencing will be considered in attendance and eligible to vote.

7. Division/Bureau Updates – Jay Calewarts

- **Bureau Updates:** Jay Calewarts informed the Council of the current Bureau hiring freeze due to projected budget shortfalls. It is not currently effecting workload timeliness as most of the positions are full but could impact workload down the road if the freeze drags on, and we are not able to fill vacancies.
- **Bureau Statistics:** Jay Calewarts provided a copy of the AFC quarterly statistics that was reviewed by the Council members.

8. ADJOURNMENT: Salli Christenson Moved for Adjournment of the meeting, meeting adjourned per common consensus.

The next meeting will be scheduled for November 6, 2019 at 10:00am; Upper Level (UL) Conference Room 4; 611 W. Ottawa Street, Lansing, MI 48933.