

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

May 20, 2020

1. **Meeting Called to Order:** Kathy Lentz called meeting to order.
2. **Roll Call:** Roll call of council members completed, showing a quorum.
  - a. **Members Present:** Bishop Ira Combs, Kathy Lentz, Jennifer Warnos, Jessica Kross, Connie Clauson, Belinda Hawks and Salli Christenson.
  - b. **Members Absent:** None
  - 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:** Kathy Lentz 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 approve Minutes, approved per common consensus.
5. **Public Comments:** N/A
6. **Council Business:**
- A. **General Discussion of COVID-19 – All Council Member:** Roundtable discussion was had on COVID-19 and impact across AFC's. The biggest concern licensees were facing initially, was securing PPE. In the past few weeks, PPE does not seem to be as big of an issue and facilities are getting creative with families and residents having contact with loved ones. They are utilizing FaceTime, window visits, etc. MDHHS sent out a survey to get a better understanding of where facilities are at with testing residents and staff. Belinda Hawks mentioned that her division has worked very hard on getting Appendix K submitted; this Appendix includes a few items such as, \$2 increase for staffing from 4/1/2020-6/30/2020, retainer payment for reduction to services.

The following link also provides some helpful information.  
<https://www.michigan.gov/mdhhs/0,5885,7-339-71545-524138--,00.html>
- B. **Division/Bureau Updates – Jay Calewarts**
  - **Bureau Updates:** Jay Calewarts informed the Council of the four current vacancies on the Council. Licensing has mostly pulled back on-site visits

and been doing them virtually when appropriate. Some investigations have required an on-site visit. Renewals are being done virtually. Bureau of Fire Services (BFS) has postponed inspections at this time but likely will resume onsite inspections again sometime in June.

Executive Orders (EO's) were discussed briefly, specifically, fingerprinting, ban on visitors, reporting COVID-19 and the most current flood region EO. Fingerprinting can be postponed until 10 days after the State of Emergency has ended. Keep in mind that if postponing fingerprints, beginning July 1, 2020 the cost will now be shifted to the licensees. The EO for ban on visitors currently goes until May 31, 2020. COVID-19 positive results need to be reported to local health department and to licensing. EO 2020-94, waives all other EO's in the area effected by the Midland flood until June 16, 2020 or when recovery complete, whatever comes first.

Our division has published a FAQ on our website.

[https://www.michigan.gov/lara/0,4601,7-154-89334\\_63294\\_27717---,00.html](https://www.michigan.gov/lara/0,4601,7-154-89334_63294_27717---,00.html)

C. **ADJOURNMENT:** meeting adjourned

**The next meeting will be scheduled for August 12, 2020 at 10:00am; Upper Level (UL) Conference Room 4; 611 W. Ottawa Street, Lansing, MI 48933.**