

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

May 11, 2022

1. **Meeting Called to Order:** Kathy Lentz called meeting to order.
2. **Roll Call:** Roll call of council members completed via participant list, showing a quorum.
 - a. **Members Present:** Kathy Lentz, Danis Russell, Connie Clauson, Linda Lawther, Jennifer Warnos, Jessica Kross. Marie Eagle was present via Teams. Deborah Mock and Belinda Hawks were present via Teams; however, do not count towards the quorum.
 - b. **Members Absent:** Cheryl Loveday
 - c. **Adult Foster Care/Home for the Aged Licensing Staff Present:** Jay Calewarts, Director and Ashley Harris, Executive Secretary.
3. **Approval of Agenda:** Added Update on the Open Meetings Act and Administrative Rules to agenda; Kathy Lentz moved to approve the Agenda as reviewed with support from Danis Russell, Agenda approved per common consensus.
4. **Approval of Minutes – February 9, 2022: Approval of Minutes:** Jessica Kross moves to approve, Connie Clauson seconds; approved per common consensus.
5. **Public Comments:** Mark Cody, Disability Rights Michigan – presented how their group can assist with vaccinating. Also discussed need to update rules to increase AFC staff training requirements, especially how to help prevent COVID-19 transmission and when to identify when a resident needs medical care. Copy of Mr. Cody's letter was provided to council members.
6. **Council Business:**
 - 6a. **Update on the Open Meetings Act:** Nothing new to add as far as more virtual attendance. Open Meetings passed into law that meetings need to be recorded; we do not believe that this applies to the Advisory Council as they are not a decision-making body.
 - 6b. **Administrative Rules:** At the previous meeting we discussed a rule review being done. The Council would be happy to review some of the proposed changes which include update to the incident report rule and creating a single AFC ruleset.

7. Division/Bureau Updates – Jay Calewarts

- **Bureau Updates:**

- Jay Calewarts went over the statistics that were provided to council members. We are currently just under 4,000 AFC's.

- IR Rule Review – PROPOSED Changes

xxx.xxxx Incident reporting.

(1) If a resident has a representative identified in writing on the resident's care agreement, a licensee shall report to the resident's representative within 48 hours of any of the following:

(a) Unexpected or unnatural death of a resident.

(b) Unexpected and preventable inpatient hospital admission.

(c) Physical hostility or self-inflicted harm or harm to others resulting in injury that requires outside medical attention or law enforcement involvement.

(d) Natural disaster or fire that results in evacuation of residents or discontinuation of services greater than 24 hours.

(e) Elopement from the home when the resident's whereabouts is unknown.

(2) If an elopement occurs, staff shall conduct an immediate search to locate the resident. If the resident is not located within 30 minutes after the elopement occurred, staff shall contact the law enforcement.

(3) The incident shall be recorded on a department-approved form and maintained in the home for a period of not less than 2 years.

(4) The department may review incident reports during a renewal inspection or special investigation. This does not prohibit the department to request an incident report when determined necessary by the department. If the department does request an incident report, the licensee must provide the requested report within 24 hours of the request and in electronic form. The department shall maintain and protect these documents in accordance with state and federal laws, including privacy laws.

Comments from the Council regarding the proposed changes – define preventable and elopement better, so you don't run into questionable reporting. Should all deaths be reported?

- Background checks: Larry has been working with Office of Policy and Legislative Affairs (OPLA) on drafting a universal background check law. There is a potential of a couple sponsors. Once something is drafted Jay will share. The big benefit is that staff fingerprint results may be shared when staff make the move from one AFC to another location, nursing home, long term care, etc., if they are employed continuously. Keep this on the agenda for update at the August meeting.

Additional Comments – Re-address the Disability Rights Michigan initiative and background checks at the August meeting.

8. ADJOURNMENT: Kathy Lentz asked for a motion to adjourn, Linda Lawther so moves, approved per common consensus.

Next Meeting: Wednesday, August 10, 2022 at 10:00AM Upper Level DMB-CsonfRoom-Ottawa 4