

**Commission on Services to the Aging (CSA) Meeting  
Michigan Department of Health and Human Services (MDHHS)  
Bureau of Aging, Community Living, and Supports (ACLS Bureau)**

**St. Joseph County Commission on Aging,  
The Rivers Enrichment Center, 1200 W. Broadway St., Three Rivers**

**Friday, June 21, 2024  
APPROVED MINUTES**

**CALL TO ORDER**

Meeting of the Commission on Services to the Aging was called to order at 9:00 a.m. by Commission Chair Bob Schlueter.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Commission roll call was taken and a quorum was present.

**COMMISSION MEMBERS PRESENT**

Bob Schlueter, Mark Bomberg, Jimmy Bruce, William Bupp, Nancy Duncan, Guillermo Lopez, Joy Murphy, Mike Pohnl, Dennis Smith, Shirley Tuggle, and Kristie Zamora

**COMMISSIONERS EXCUSED**

Walid Gammouh, Jennifer Lepard, Arjan Kallou, and Tene Milton-Ramsey.

**STAFF PRESENT**

Kelly Cooper, Julie Cortright, Ashley Ellsworth, Kristina Leonardi, Cindy Masterson, and Scott Wamsley

**WELCOME**

Laura Sutter, Director of Branch-St. Joseph Area Agency on Aging; Rebecca Burns, Health Officer for Branch-Hillsdale-St. Joseph Community Health Agency; and Jared Hoffmaster, Board of Health Chairperson and St. Joseph County Commissioner, welcomed the commission and gave an overview of programs.

Pamela Riley, Executive Director of the St. Joseph County Commission on Aging, welcomed the commission and thanked them for coming to the center and giving the opportunity to seniors in the area to have their voices heard. She also gave an overview of programs.

**APPROVAL OF AGENDA**

Chair Schlueter requested a motion to approve the CSA meeting agenda. Motion was made by Commissioner Duncan and Commissioner Smith seconded the motion; motion was approved by voice vote.

### **APPROVAL OF CSA MEETING MINUTES**

Chair Schlueter requested a motion to approve the May 17, 2024, CSA meeting minutes with two noted amendments. Motion was made by Commissioner Zamora and Commissioner Tuggle seconded the motion; amended minutes were approved by voice vote.

### **COMMISSION CHAIR REPORT**

Commission Chair Schlueter reported the following:

- Thanked Pamela Riley and the staff at the St. Joseph County Commission on Aging for hosting the meeting and public hearing and making the commission feel welcome.
- Appointed Commissioner Tuggle as the new State Advisory Council on Aging (SAC) Chair.
- He asked Commissioner Zamora to give a brief update related to the last SAC meeting:
  - Noted that the work of the SAC volunteers is appreciated by the CSA; the time and commitment is so important to seniors in Michigan, as well as to the CSA.
  - The SAC celebrated Commissioner Pohnl for his commitment as the SAC Chair for the last few years.
  - There was discussion at the meeting about reconnecting as a group and continuing to strengthen the partnership between the CSA and SAC.
  - There was also discussion about the SAC research report and the desire to continue research reports, but possibly changing the format.
  - Commissioner Zamora stressed the importance of the CSA supporting the SAC as they move forward with their goals and objectives.
- The next SAC meeting is August 15, 2024, in the Capitol Commons Center in Lansing. This is the day before the CSA meeting, and he strongly encouraged commissioners to attend the SAC meeting to show support and see the work they do.

### **PUBLIC COMMENTS RELATED TO THE STATE PLAN ON AGING OR ACLS BUREAU PROGRAMS, SERVICES, POLICIES, OR ISSUES IMPACTING OLDER AND VULNERABLE ADULTS**

None.

### **CSA ADVOCACY COMMITTEE REPORT**

Commissioner Duncan, CSA Advocacy Committee Chair, provided the following:

- Gave an update on the state budget process. All indications are that they expect to have the budget finalized by July 1. She gave updates on the status of some of the CSA-identified budget priorities, including the caregiver tax credit, long-term care ombudsman funding, and direct care worker (DCW) wage increase.
- Letters were sent to the legislature in support the long-term care ombudsman funding priority identified by the CSA.
- Letter was sent to the legislature in support of the caregiver tax credit proposal.

- Once the budget passes, the CSA will need to begin discussing budget priorities for the next budget year.
- The guardianship bills the CSA have been tracking have passed the House and are awaiting final action by the Senate.
- The advocacy committee has been discussing November's National Family Caregiver Month and strategizing how to further promote the importance of family caregivers. They have been reaching out to other senior advocate groups to work together to strengthen the outreach and make it more meaningful.
- Noted that it has been very helpful to have SAC member participation on the CSA Advocacy Committee to both bring important issues forward to them and then to strengthen the CSA-approved advocacy efforts by sharing them with their communities and other associations they have.

### **CSA LONG TERM CARE OMBUDSMAN (LTCO) COMMITTEE REPORT**

Commissioner Bomberg, CSA LTCO Committee Chair, provided the following:

- The meetings have been largely informational and discussing information they would need in order to address the LTCO funding formula.
- Salli Pung, State LTCO, was invited speak about her perspective on the needs of the program. It was very informative and will help the committee with their efforts moving forward. She was able to give some additional information on differences throughout regions in the state.
- The committee has an approximate 3-4 month window to move forward with CSA recommendations. They are awaiting the Fiscal Year (FY) 2025 budget finalization, where there is hope that additional funding will be earmarked for the program, which will have an impact on the funding formula.
- The committee recommendations will largely depend on the FY 2025 final budget information. They are hopeful that there will be some further information by the July CSA meeting.

### **STATE ADVISORY COUNCIL (SAC) REPORT**

Commissioner Pohnl, SAC Chair, provided the following updates:

- Thanked Commission Chair Schlueter and Commissioners Tuggle and Zamora for attending the last SAC meeting.
- Noted the contributions of outgoing SAC members Audra Frye and Pat Rencher, who have been instrumental in the SAC efforts for many years—they will be missed.
- He gave the following updates from the last SAC meeting:
  - The SAC had a great question and answer session with ACLS Director Scott Wamsley and his updates were appreciated.
  - There was ongoing discussion about the role of the SAC and continuing to build the relationship with the CSA.
  - There was a presentation by MiGen - Michigan LGBTQ+ Elders Network. It was a very informative presentation.

- The SAC continues to work on proposed bylaw changes, recruitment, and research topics.
- Extended the invitation for the commissioners to attend the August 15, 2024, SAC meeting.
- Congratulated Commissioner Tuggle on her appointment as the new SAC Chair and said he has enjoyed his time serving and getting to know the SAC members and their passion for the work they do.

### **INFORMATIONAL ITEMS**

#### **a. Introducing the Michigan Poll on Healthy Aging**

Jeffrey T. Kullgren, Director of the National Poll on Healthy Aging, presented an overview of the Michigan Poll on Health Aging.

### **ACLS BUREAU REPORT**

Scott Wamsley, Director, provided the following updates:

- Thanked Pamela Riley and the St. Joseph County Commission on Aging for hosting the meeting and public hearing. He also thanked Laura Sutter and Rebecca Burns, noted the unique nature of the relationship between the AAA and the health department, and appreciates the collaboration they have to best serve seniors in the region.
- The bureau is tracking the budget process and responding to any questions that may come up related to potential funding.
- Attended the last SAC meeting and noted that there were some great questions and very meaningful discussion.
- Work continues on Electronic Visit Verification (EVV) requirements. EVV implementation for the Home Help program agency providers will begin soon. MI Choice Waiver agents will be implementing EVV in September 2024.
- Request for Proposal (RFP) for the Highly Integrated Dual Special Needs Program was recently released. The Area Agency on Aging Association and AAA Directors have been working closely with the health plans to be sure that they are an option for the long-term care supports and services portion of this service delivery program.
- Discussed ongoing nursing home closures around the state. A team from the bureau's Long-Term Care Services Division has been working around the state to support these voluntary closures to be sure residents are placed appropriately in another setting. This is a heavy lift for the team of three to work on these closures. The team has recently had four concurrent closures throughout the state. The bureau is watching the closure trends and how they could potentially impact additional needs related to in-home supports and services.

### **FINANCIAL REPORT**

Cindy Masterson, Director of the Operations & Aging Network Support (OANS) Division, provided information related to ACLS Bureau financial and budget updates.

Kristina Leonardi, Director of the Aging & Community Services Division, gave an update

on HCBS ARPA Section 9817, which is funding for strengthening and investing in home and community-based services for Medicaid beneficiaries. The bureau is waiting on approval from Centers for Medicare and Medicaid Services (CMS) for the HCBS ARPA Plan we submitted in January 2024. We did receive an extension from CMS for expending funds from the original date of March 2025 to the end of FY 2025.

## **BUSINESS ITEMS**

### **a. Request for Approval of Revised B-1 Chore Operating Standard**

Cindy Masterson, Director of the OANS Division, provided an overview stating the request is for CSA approval to revise the B-1 Chore Operating Standard for Service Programs. The Operating Standards represent a compilation of the policies, standards, rules, regulations, and statutes.

The aging network identified B-1 Chore as a priority standard in need of review and potential revision. The ACLS Bureau formed a workgroup and collaborated with the Area Agencies on Aging (AAAs) to update the B-1 Chore Standard. The Operating Standard was posted for a 30-day public comment period from April 8, 2024 - May 8, 2024. All responses have been reviewed and, if appropriate, incorporated into the draft revised standard.

A motion was made by Commissioner Smith to approve the request and Commissioner Lopez seconded the motion. Additional discussion followed and the motion was approved by roll call vote 11-0-0.

### **b. Request for Approval of Caregiver Case Management Operating Standard**

Ashley Ellsworth, Regional Aging Representative, provided an overview stating the request is for CSA approval to implement an Operating Standard for Caregiver Case Management. The development of this draft Caregiver Case Management operating standard for service programs is the result of extensive program policy analysis and feedback from a workgroup comprised of subject matter experts. The draft standard was posted for a 30-day public comment period from March 19, 2024 – April 19, 2024. The ACLS Bureau did not receive any comments or feedback related to this draft operating standard.

The ACLS Bureau is requesting a waiver to allow AAAs to begin utilizing the new Caregiver Case Management standard for the remainder of FY 2024 without amending their existing Annual Implementation Plans (AIPs). In FY 2025, AAAs may incorporate the new Caregiver Case Management standard during their AIP and contracting processes.

A motion was made by Commissioner Bupp to approve the request and Commissioner Tuggle seconded the motion. Additional discussion followed and the motion was approved unanimously by voice vote.

**c. Request for Approval of A-2 Case Coordination and Support Operating Standard**

Ashley Ellsworth, Regional Aging Representative, provided an overview stating the request is for CSA approval to revise the A-2 Case Coordination and Support for Service Programs Operating Standard. The Operating Standards represent a compilation of the policies, standards, rules, regulations, and statutes. The aging network identified A-2 Case Coordination and Support as a priority standard in need of review and potential revision. The ACLS Bureau formed a workgroup and collaborated with the AAAs to update the A-2 Case Coordination and Support Standard. The Operating Standard was posted for a 30-day public comment period from April 9, 2024 – May 9, 2024. The ACLS Bureau did not receive any comments.

The ACLS Bureau is requesting a waiver to allow AAAs to begin utilizing the revised A-2 Case Coordination and Support Operating Standard for the remainder of FY 2024 without amending their existing AIPs. In FY 2025, AAAs may incorporate the revised A-2 Case Coordination and Support Operating Standard during their AIP and contracting processes.

A motion was made by Commissioner Bomberg to approve the request and Commissioner Smith seconded the motion. Additional discussion followed and the motion was approved unanimously by voice vote.

**d. Request for Approval of Program Year (PY) 2024-2025 Senior Community Service Employment Program (SCSEP) Allocations**

Julie Cortright, Regional Aging Representative, provided an overview stating the request is for CSA approval of the PY 2024-2025 SCSEP allocations. The SCSEP grant agreements are for the period of July 1, 2024, through June 30, 2025. The SCSEP is authorized under Title V of the Older Americans Act to provide part-time employment and training opportunities for low-income older adults, 55 years of age and older, at community service agencies. Unlike the other titles of the Older Americans Act, which fall under the Administration for Community Living, SCSEP is monitored by the United States Department of Labor.

A motion was made by Commissioner Bomberg to approve the request and Commissioner Zamora seconded the motion. Additional discussion followed and the motion was approved by roll call vote 11-0-0.

**e. Request for Approval to Amend FY 2024 Senior Volunteer Program Grants**

Kristina Leonardi, Director of the Aging and Community Services Division, provided an overview stating the request is to amend grant awards for the Retired Senior Volunteer Program (RSVP), Senior Companion Program (SCP), and Foster Grandparent Program (FGP) grantees for the agreement period of October 1, 2023, through September 30, 2024. The current grant award funding amounts were originally approved at the September 15, 2023, CSA meeting.

The following programs have requested budget reductions: Family Service Agency of Mid-Michigan - FGP and SCP and the Community Action Agency of South-Central Michigan - FGP. These programs are experiencing challenges with volunteer retention and recruitment and are actively working to correct these concerns for the next FY. The funding amendments will support local volunteer program activities and will be expended by September 30, 2024.

A motion was made by Commissioner Zamora to approve the request and Commissioner Pohnl seconded the motion. Additional discussion followed and the motion was approved by roll call vote 11-0-0.

### **INFORMATIONAL ITEMS (continued)**

#### **b. Older Americans Act (OAA) Reauthorization**

Scott Wamsley, ACLS Bureau Director, provided information to the CSA related to the OAA Reauthorization. Additional discussion followed.

#### **Motion related to the OAA Reauthorization:**

Commissioner Duncan made a motion as follows:

CSA supports the timely reauthorization of the Older Americans Act, and that as part of the reauthorization, a unified Title III C Nutrition Services funding category be created to include all authorized funding options in order to provide local flexibility to organize meal programs that best meet nutritional needs of the community.

Commissioner Zamora seconded the motion. Additional discussion followed and the motion was approved unanimously by voice vote 11-0-0.

#### **c. Older Americans Act Regulations Implementation**

Scott Wamsley, ACLS Bureau Director, provided information to the CSA related to the OAA Regulations. Additional discussion followed.

### **ANNOUNCEMENTS**

The next Commission on Services to the Aging meeting is scheduled for 9:00 a.m. on Friday, July 19, 2024, in Region 1B, location TBD, with a Public Hearing to follow at 1:00 p.m.

### **ADJOURN**

Chair Schlueter adjourned the meeting at 12:47 p.m. Working lunch was provided during the Informational Items portion of the meeting. A tour of the facility followed adjournment. Public Hearing began at 1:00 p.m.