

**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)**

**Capitol Commons Center, 400 S. Pine Street, Lansing, MI  
Friday, August 16, 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 Interim Commission Chair Kristie Zamora.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Commission roll call was taken and a quorum was present.

**COMMISSION MEMBERS PRESENT**

Mark Bomberg, Jimmy Bruce, William Bupp, Nancy Duncan, Walid Gammouh, Arjan Kallou, Jenifer Lepard, Guillermo Lopez, Tene Milton-Ramsey, Joy Murphy, Mike Pohnl, Dennis Smith, Shirley Tuggle, and Kristie Zamora

**COMMISSIONERS EXCUSED**

Bob Schlueter

**STAFF PRESENT**

Cindy Albrecht, Darcia Brewer, Arielle Buckley, Lacey Charboneau, Kelly Cooper, Julie Cortright, Nick Drzal, Annette Gamez, Jen Hunt, Curtis Johnson, Tammy Lemmer, Kristina Leonardi, Cindy Masterson, Marla Price, Brenda Ross, and Scott Wamsley

**APPROVAL OF AGENDA**

Interim Chair Zamora requested a motion to approve the CSA meeting agenda. Motion was made by Commissioner Bruce and Commissioner Tuggle seconded the motion; motion was approved by voice vote.

**APPROVAL OF CSA MEETING MINUTES**

Interim Chair Zamora requested a motion to approve the July 19, 2024, CSA meeting minutes. Motion was made by Commissioner Duncan and Commissioner Murphy seconded the motion; minutes were approved by voice vote.

**COMMISSION CHAIR REPORT**

Interim Chair Zamora reported the following:

- She is serving as interim chair at the request of Commission Chair Schlueter who was unable to attend this meeting. He sends his regrets and is looking forward to seeing everyone at the next meeting in September.

- Thanked Commissioners for their time and travel and for thoughtfully reviewing the Annual Implementation Plans (AIPs) and other materials in preparation for the meeting, recognizing that this was a large undertaking.
- Recognized that the August and September CSA meetings largely involve reviewing the AIPs for all 16 of our Area Agencies on Aging (AAAs) and this is one of the most important tasks of the CSA. This is an opportunity for AAAs to share highlights of their plans, their regions, and the work they do.
- Thanked the Regional Aging Representatives for their work supporting the AAAs in this important process and for the careful review of the AIPs and making improvements in the review and presentations to the CSA in order to ensure that the process runs smoothly and that the most pertinent information is shared with the CSA.
- She noted that we are joined today by representatives of the State Advisory Council on Aging (SAC), and that many CSA members were also able to be present the previous day for the SAC meeting held in the same location. She welcomed all SAC members present. She thanked ACLS Bureau staff for making this important exchange and collaboration possible.
- She announced and congratulated the following Commissioners for their reappointments to the CSA: Commissioners Kallou, Milton-Ramsey, Murphy, Smith, and Tuggle. She thanked all for their commitment to continuing to serve older adults in Michigan.
- Commissioners were asked to introduce themselves to those present.

**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 Fiscal Year (FY) 2025 budget and the aging network funding that was included, importantly noting that the \$3M increase in Long Term Care Ombudsman funding was included.
- The committee will be drafting thank you letters to the governor and legislators for their support of the FY 2025 funding priorities the CSA recommended.
- The advocacy committee will now need to begin discussing budget priorities for the next budget year and she welcomed Commissioners to let the committee know of any priorities they would like included for FY 2026. The hope is to have recommendations for the full CSA for approval by November. She noted that important factors influencing the CSA decisions related to advocacy priority recommendations are to evaluate issues that are being addressed in the AIPs from the AAAs, CSA public hearings, and any outstanding issues that have either not been addressed in previous budgets (or have not been funded at the levels recommended by the CSA), as well as any issues that the CSA or SAC have brought to the committee's attention.

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

Commissioner Tuggle, SAC Chair, provided the following updates:

- Noted that the SAC last met on August 15. She thanked Commissioners who were able to attend in support of the SAC and also thanked all SAC members in attendance for their support of the CSA as well.
- She gave the following updates from the last SAC meeting:
  - There was a very interesting educational awareness presentation by SAC member, Richard Douglass, related to Non-Emergency Medical Transportation (NEMT).
  - She thanked Scott Wamsley and all ACLS Bureau staff for their support and attendance at the SAC meeting and for providing updates related to the work of the bureau.
  - They held a meet and greet with CSA and SAC the previous night so that everyone could become acquainted with each other, including new SAC members.
  - The SAC has organized the following committees: administrative, communication, education, and research. The following topics were identified by the research committee as potential topics for their next research project: NEMT affecting the vulnerable aging population, cohabitation for seniors for housing, and fragmentation of information around respite caregiver and services available to support them. She asked for the CSA to consider these recommendations when assigning the next research project to the SAC.

### **ACLS BUREAU REPORT**

Scott Wamsley, Director, provided the following updates:

- Noted that the CSA review and approval of the AAA AIPs is a foundational responsibility of the commission and sets this commission apart from many other councils and commissions in state government, as the CSA has the authority to establish service plans for the next FY for AAAs and is part of the multi-year planning process of the AAAs. He thanked and acknowledged the hard work of the AAAs for putting the plans together and the ACLS Bureau Regional Aging Representatives for their work in reviewing the plans. He also thanked the staff for the improvements made to the presentation of the plans to the CSA.
- The bureau is tracking the Reauthorization of the Older Americans Act (OAA) and is supportive of some additional flexibilities and also looking at some of the potential contractual obligations that are part of the OAA and how they could impact the network and staff.
- The bureau is continuing review of the new federal OAA regulations and has been working with ADvancing States (the association for state units on aging) to identify strategies to be in compliance with new requirements in a way that is manageable.
- Recently received approval from Center for Medicare and Medicaid Services (CMS) on the HCBS ARPA updates submitted in January. This update includes the caregiver funding, Home Help respite program, and increasing the Medicaid eligibility asset limit. There will be an update on this work at an upcoming CSA meeting.

## **FINANCIAL REPORT**

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

## **BUSINESS ITEMS**

### **a. Request for Approval of CSA Long Term Care Ombudsman Funding Formula Committee Recommendations**

Commissioner Bomberg, CSA Long Term Care Funding Formula Committee Chair, provided an overview of the committee recommendations. He requested a motion to accept the recommendations (attached).

A motion was made by Commissioner Bruce to approve the request and Commissioner Smith seconded the motion. Additional discussion followed and the motion was approved by roll call vote 14-0-0.

### **b. Request for Approval of Grant Year 2024-2025 Medicare Improvements for Patients and Providers Act (MIPPA) ADRC Funding, AAA Funding, and SHIP Funding**

Nick Drzal, Manager, Health Promotion and Active Aging Section, provided an overview stating the request is for CSA approval to award funding for the GY 2024-25 MIPPA ADRC, MIPPA AAA, and MIPPA SHIP grants from the Administration for Community Living awarded to the ACLS Bureau in the expected amount of \$1,489,891 for the agreement period of September 1, 2024, through August 31, 2025.

A motion was made by Commissioner Bupp to approve the request and Commissioner Murphy seconded the motion. Additional discussion followed and the motion was approved by roll call vote 14-0-0.

### **c. Request for Approval of Fiscal Year 2025 Merit Award Trust Fund (MATF) Caregiver Support Program Allocations**

Lacey Charboneau, MATF Program Manager, Aging Network Support (ANS) Section, provided an overview stating the request is for CSA approval for the proposed FY 2025 state funding allocations of the MATF for the Caregiver Support programs administered by Home and Community-Based Waiver agents for the period of October 1, 2024, through September 30, 2025.

ACLS Bureau staff reviewed the Caregiver Support Program FY 2025 Annual Agreements and found they satisfy all pertinent program plan approval criteria. The allocations are based on the FY 2025 MATF funding allocated by the Michigan Legislature to the ACLS Bureau for the Caregiver Support Program and are consistent with funding provided in prior FYs.

A motion was made by Commissioner Bomberg to approve the request and Commissioner Murphy seconded the motion. Additional discussion followed and the motion was approved unanimously by roll call vote 14-0-0.

**d. Request for Approval of the FY 2025 AIP for Valley AAA**

Annette Gamez, Regional Aging Representative, ANS Section, provided an overview stating the request is for CSA approval of the FY 2025 AIP for Valley Area Agency on Aging. This plan has been reviewed against the approval criteria as adopted by the Commission on December 15, 2023, as well as the FY 2025 Estimated Cost Allocation Worksheet established by the ACLS Bureau. There are no outstanding issues from the most recent assessment of Valley AAA conducted on June 13, 2024. There are no special conditions requiring approval. Supplemental Document F Request to Transfer Funds requiring approval is included with the AIP.

A motion was made by Commissioner Gammouh to approve the request and Commissioner Duncan seconded the motion. Additional discussion followed and the motion was approved by roll call vote 14-0-0.

**e. Request for Approval of the FY 2025 AIP for 3A Kalamazoo AAA**

Lacey Charboneau, Regional Aging Representative, ANS Section, provided an overview stating the request is for CSA approval of the FY 2025 AIP for the Region 3A AAA. This plan has been reviewed against the approval criteria as adopted by the CSA on December 15, 2023, as well as the FY 2025 Estimated Cost Allocation Worksheet established by the ACLS Bureau. Following the most recent assessment on June 3, 2024, for Region 3A AAA, ACLS Bureau identified the need to maintain sufficient staffing to support area agency on aging administrative functions. The ACLS Bureau anticipates a corrective action plan (CAP) that will address concerns and will continue to work with the AAA to support the successful completion of the CAP. There are no special conditions or supplemental documents requiring approval.

A motion was made by Commissioner Lepard to approve the request and Commissioner Duncan seconded the motion. Additional discussion followed and the motion was approved by roll call vote 14-0-0.

**f. Request for Approval of the FY 2025 AIP for Region VII AAA**

Julie Cortright, Regional Aging Representative, ANS Section, provided an overview stating the request is for CSA approval of the FY 2025 AIP for Region VII AAA. This plan has been reviewed against the approval criteria as adopted by the CSA on December 15, 2023, as well as the FY 2025 Estimated Cost Allocation Worksheet established by the ACLS Bureau. There are no substantial issues from the most recent assessment of the AAA conducted on June 10, 2024. There are no special conditions requiring approval. Supplemental Document F, Request to Transfer Funds, requiring approval is included with the AIP.

A motion was made by Commissioner Bupp to approve the request and Commissioner Smith seconded the motion. Additional discussion followed and the motion was approved by roll call vote 14-0-0.

**g. Request for Approval of the FY 2025 AIP for Region 14 AAA, Senior Resources of West Michigan**

Julie Cortright, Regional Aging Representative, ANS Section, provided an overview stating the request is for CSA approval of the FY 2025 AIP for Senior Resources of West Michigan. This plan has been reviewed against the approval criteria as adopted by the CSA on December 15, 2023, as well as the FY 2025 Estimated Cost Allocation Worksheet established by the ACLS Bureau. There are no substantial issues from the most recent assessment of the AAA conducted on June 18, 2024. There are no special conditions or supplemental documents requiring approval.

A motion was made by Commissioner Bruce to approve the request and Commissioner Pohnl seconded the motion. Additional discussion followed and the motion was approved by roll call vote 13-0-0.

**h. Request for Approval of the FY 2025 AIP for Detroit AAA**

Lacey Charboneau, Regional Aging Representative, ANS Section, provided an overview stating the request is for CSA approval of the FY 2025 AIP for the Detroit AAA. This plan has been reviewed against the approval criteria as adopted by the CSA on December 15, 2023, as well as the FY 2025 Estimated Cost Allocation Worksheet established by the ACLS Bureau. There are no outstanding issues from the most recent assessment of the AAA conducted on June 13, 2024. There are no special conditions requiring approval. Supplemental Document D Cash-In-Lieu-Of Commodity Agreement and Supplemental Document F Request to Transfer Funds requiring approval are included with the AIP.

A motion was made by Commissioner Pohnl to approve the request and Commissioner Murphy seconded the motion. Additional discussion followed and the motion was approved by roll call vote 12-0-0.

**i. Request for Approval of the FY 2025 AIP for Tri-County Office on Aging (TCOA)**

Annette Gamez, Regional Aging Representative, ANS Section, provided an overview stating the request is for CSA approval of the FY 2025 AIP for the TCOA. This plan has been reviewed against the approval criteria as adopted by the CSA on December 15, 2023, as well as the FY 2025 Estimated Cost Allocation Worksheet established by the ACLS Bureau. There are no outstanding issues from the most recent assessment of the AAA conducted on June 12, 2024. There are no special conditions or supplemental documents requiring approval.

A motion was made by Commissioner Bupp to approve the request and Commissioner Smith seconded the motion. Additional discussion followed and the motion was approved by roll call vote 12-0-0.

**j. Request for Approval of the FY 2025 AIP for WellWise Services AAA**

Ashley Ellsworth, Regional Aging Representative, ANS Section, provided an

overview stating the request is for CSA approval of the FY 2025 AIP for WellWise Services AAA. This plan has been reviewed against the approval criteria as adopted by the Commission on December 15, 2023, as well as the FY 2025 Estimated Cost Allocation Worksheet established by the ACLS Bureau. There are no outstanding issues from the most recent assessment of the AAA conducted on June 6, 2024. There are no special conditions requiring approval. Supplemental Document F Request to Transfer Funds requiring approval is included with the AIP.

A motion was made by Commissioner Bruce to approve the request and Commissioner Duncan seconded the motion. Additional discussion followed and the motion was approved by roll call vote 12-0-0.

**k. Request for Approval of the FY 2025 AIP for AAA of Western Michigan (AAAWM)**

Ashley Ellsworth, Regional Aging Representative, ANS Section, provided an overview stating the request is for CSA approval of the FY 2025 AIP for the AAWM. This plan has been reviewed against the approval criteria as adopted by the CSA on December 15, 2023, as well as the FY 2025 Estimated Cost Allocation Worksheet established by the ACLS Bureau. There are no outstanding issues from the most recent assessment of the AAA conducted on May 15, 2024. There are no special conditions requiring approval. Supplemental documents Cash-In-Lieu-Of Commodity Agreement and Waiver of Minimum Percentage Required for Priority Service Category-Legal Services, requiring approval, are included with the AIP.

A motion was made by Commissioner Bomberg to approve the request and Commissioner Murphy seconded the motion. Additional discussion followed and the motion was approved by roll call vote 12-0-0.

**ANNOUNCEMENTS**

The next Commission on Services to the Aging meeting is scheduled for 9:00 a.m. on Friday, September 20, 2024, at the Capitol Commons Center, 400 S. Pine Street, Lansing, MI.

**ADJOURN**

Interim Chair Zamora adjourned the meeting at 2:38 p.m. Working lunch was provided during the meeting from 12:00-12:30 p.m.