

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

**Hilton Garden Inn 633 N. Canal Rd., Lansing, MI 48917
Friday, August 18, 2023**

DRAFT 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, Walid Gammouh, Arjan Kallou, Guillermo Lopez, Tene Milton-Ramsey, Joy Murphy, Michael Pohnl, and Kristie Zamora

COMMISSIONERS EXCUSED

Jennifer Lepard, Dennis Smith, and Shirley Tuggle

STAFF PRESENT

Cindy Albrecht, Lacey Charboneau, Amy Colletti, Kelly Cooper, Julie Cortright, Ashley Ellsworth, Annette Gamez, Jen Hunt, Dawn Jacobs, Tammy Lemmer, Kristina Leonardi, Cindy Masterson, Laura McMurtry, Cre'Chona Mobley, Ashley O'Neil, Brenda Ross, and Scott Wamsley

APPROVAL OF AGENDA

Chair Schlueter requested a motion to approve the CSA meeting agenda.

Motion was made by Commissioner Duncan and Commissioner Gammouh seconded the motion; agenda was approved by voice vote.

APPROVAL OF CSA MEETING MINUTES

Chair Schlueter requested a motion to approve the July 21, 2023, CSA meeting minutes.

Motion was made by Commissioner Pohnl and Commissioner Duncan seconded the motion; minutes were approved by voice vote.

COMMISSION CHAIR REPORT

Chair Schlueter provided the following updates:

- Announced that Arjan Kallou was appointed to the commission to finish the term of Commissioner Lopez-Jeng.
- Noted all the hard work and passion that Area Agencies on Aging (AAAs) put into developing the Annual Implementation Plans (AIPs) and providing services to seniors. He also noted that Michigan should be proud of the work we do for seniors.

- Thanked the Aging, Community Living, and Supports (ACLS) Bureau staff for the work they do every day. He asked ACLS staff to introduce themselves to the commission and others in attendance.

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, Advocacy Committee Chair, provided an update on the work of the committee:

- Advocacy Committee members - Commissioners Bomberg, Duncan, Lopez, Murphy, and Tuggle. Chair Schlueter; Adam Burck, State Advisory Committee (SAC) member liaison; and Jen Hunt, ACLS Bureau liaison, also attend meetings.
- Advocacy Committee intends to send thank you letters to the governor and legislature for the budgetary successes in funding for senior services included in the recently enacted budget and supplementals – wage increase for Direct Care Workers (DCW) and caregiver resource center proposal.
- The committee has discussed a strategy to support advocacy for proposed changes to the Senior Project Fresh Farmers Market Nutrition Program (approved by full commission at last meeting). The committee, with involvement from State Advisory Council (SAC), will be reaching out to the Michigan Congressional Delegation and the federal government with concerns.
- Committee is working on the following additional items:
 - November – National Family Caregivers Month – would like Michigan to have stronger participation in celebrating caregivers.
 - In partnership with SAC, have asked for research to be conducted related to the adequacy and funding for the Long-Term Care Ombudsman program.
 - Discussing and preparing for potential budget recommendations to the governor for the 2025 fiscal year.

STATE ADVISORY COUNCIL (SAC) UPDATE:

Commissioner Pohnl, SAC Chair, provided the following updates:

- SAC met on August 17, 2023 – have been working on refocusing goals and objectives.
- In the coming year, will be looking to expand and rebuild SAC membership.
- Up for commission approval at this meeting will be some appointments and reappointments, with more potential appointments in October.
- Encouraged AAAs to let him know if they have potential members within their networks, even if the AAA slots are filled, as there is potential for additional “at large” members.

BUREAU OF AGING, COMMUNITY LIVING, AND SUPPORTS DIRECTOR REPORT

ACLS Bureau Director, Scott Wamsley, shared the following updates:

- Thanked ACLS Bureau staff for attending the meeting and noted that it is beneficial for the commission to meet the people behind the scenes doing the important work for the bureau.
- The State Plan on Aging was submitted to the Administration for Community Living (ACL) after approval by the CSA on June 16, 2023. It is currently under review and ACL has posed a few questions, which we have clarified. We do not yet have approval, but anticipate approval prior to the deadline of October 1, 2023.

- Guidance was recently released to review the Older Americans Act (OAA) regulations. The subject matter experts on staff have reviewed the proposed updates. The collective feedback was submitted last week (during the public review and comment period). Those comments will be provided to the commission after today's meeting.
- The bureau is looking at some Michigan Health Endowment Fund funding opportunities to work on projects related to better connecting and coordinating with veterans in Michigan to be sure they are aware of aging network programs and veteran's programs that are available to older adults.
- He noted that he looks forward to the AIP presentations by the AAAs.

FINANCIAL UPDATES

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

BUSINESS ITEMS

a. Request for Approval FY 2024 Prevent Elder and Vulnerable Adult Abuse, Exploitation, Neglect Today (PREVNT) grant funds

Dawn Jacobs, PREVNT Program Manager in the TAQI Section, provided an overview stating the request is to grant funding for the FY 2024 PREVNT Grant administered by the ACLS Bureau in the amount of \$600,000 for the period of October 1, 2023, through September 30, 2024.

The purpose of the program is to ensure that all people at risk of elder and/or vulnerable adult abuse have access to preventive services by implementing evidence-based tools and continuous quality improvement systems to enhance laws and regulations to protect our most vulnerable population.

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

b. Request for Approval of Revised A-7 Options Counseling Operating Standard for Service Programs

Julie Cortright, Field Representative in the TAQI Section, provided an overview stating the request is to revise the A-7 Options Counseling (OC) Operating Standard for Service Programs.

The Operating Standards represent a compilation of the policies, standards, rules, regulations, and statutes most directly relating to service programs. When surveyed by the ACLS Bureau in the fall of 2022, the aging network identified OC as a priority standard in need of review and potential revision. Accordingly, the ACLS Bureau formed a workgroup and collaborated with the AAAs and service providers to update the OC standard.

The revised A-7 OC Operating Standard was posted for a 30-day public comment period from May 18, 2023 – June 18, 2023. All responses were reviewed and, if appropriate, incorporated into the standard.

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

c. Request for Approval of Grant Year 2023-2024 Medicare Improvements for Patients and Providers Act Area Agency on Aging and State Health Insurance Funding

Kristina Leonardi, Aging & Community Services (ACS) Division Director, provided an overview stating the request is to grant funding for the 2023-24 MIPPA AAA and MIPPA SHIP grants from the Administration for Community Living awarded to the ACLS Bureau in the expected amount of \$412,905 and \$467,759 for the agreement period of September 1, 2023, through August 31, 2024.

The purpose of the MIPPA AAA and MIPPA SHIP grants are to award the Michigan Medicare/Medicaid Assistance Program (MMAAP), Inc. for conducting outreach, education, and enrollment efforts for the Medicare Low-Income Subsidy (LIS) Program and Medicare Savings Program (MSP), respectively.

A motion was made by Commissioner Bupp 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.

d. Request for Approval of Grant Year 2023-2024 Medicare Improvement for Patient and Providers Act Aging and Disability Resource Collaboration

Kristina Leonardi, ACS Division Director, provided an overview stating the request is to award funding for the 2023-24 MIPPA ADRC grant from the Administration for Community Living awarded to the ACLS Bureau in the expected amount of \$154,138 for the agreement period of September 1, 2023, through August 31, 2024.

The purpose of the MIPPA ADRC grant is to award funding to agencies for conducting outreach, education, and enrollment assistance efforts for the Medicare Part D Low-Income Subsidy Program and the Medicare Savings Program.

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 11-0-0.

e. Request for Approval of the Fiscal Year (FY) 2024 Annual Implementation Plan (AIP) for Area Agency on Aging of Western Michigan

Ashley Ellsworth, Field Representative in the TAQI Section, provided an overview and stated the plan has been reviewed against the approval criteria as adopted by the Commission on January 13, 2023, as well as the FY 2024 Estimated Cost Allocation Worksheet established by the ACLS Bureau. There are no outstanding issues from the most recent assessment of AAAWM conducted on July 21, 2023. There are no special conditions or supplemental documents requiring approval.

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

f. Request for Approval of the FY 2024 AIP for III-A Area Agency on Aging

Lacey Charboneau, Field Representative in the TAQI Section, provided an overview and stated the plan has been reviewed against the approval criteria as adopted by the Commission on January 13, 2023, as well as the FY 2024 Estimated Cost Allocation Worksheet established by the ACLS Bureau. There are no outstanding issues from the most recent assessment of III-A AAA conducted on June 26, 2023. There are no special conditions requiring approval. Supplemental document D Cash-In-Lieu-Of Commodity requiring approval is included with the AIP.

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

g. Request for Approval of the FY 2024 AIP for Region VII Area Agency on Aging

Julie Cortright, Field Representative in the TAQI Section, provided an overview and stated the plan has been reviewed against the approval criteria as adopted by the Commission on January 13, 2023, as well as the FY 2024 Estimated Cost Allocation Worksheet established by the ACLS Bureau. There are no outstanding issues from the most recent assessment of Region VII AAA conducted on June 12, 2023. 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 Bomberg to approve the request and Commissioner Duncan seconded the motion. Additional discussion followed and the motion was approved by roll call vote 11-0-0.

h. Request for Approval of the FY 2024 AIP for Region 9 Area Agency on Aging

Lacey Charboneau, Field Representative in the TAQI Section, provided an overview and stated the plan has been reviewed against the approval criteria as adopted by the Commission on January 13, 2023, as well as the FY 2024 Estimated Cost Allocation Worksheet established by the ACLS Bureau. There are no outstanding issues from the most recent assessment of R9 AAA conducted on June 28, 2023. There are no special conditions requiring approval. Supplemental document E Waiver of Minimum Percentage Required for Priority Service Category requiring approval is included with the AIP.

A motion was made by Commissioner Gammouh to approve the request and Commissioner Bupp 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 2024 AIP for Senior Resources of West Michigan

Julie Cortright, Field Representative in the TAQI Section, provided an overview and stated the plan has been reviewed against the approval criteria as adopted by the Commission on January 13, 2023, as well as the FY 2024 Estimated Cost Allocation Worksheet established by the ACLS Bureau. There are no outstanding issues from the most recent assessment of Senior Resources of West Michigan conducted on July 7, 2023. There are no special conditions or supplemental documents requiring approval.

A motion was made by Commissioner Bomberg to approve the request and Commissioner Milton-Ramsey 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 2024 AIP for Area Agency on Aging 1-B

Cindy Albrecht, Field Representative in the TAQI Section, provided an overview and stated the plan has been reviewed against the approval criteria as adopted by the Commission on January 13, 2023, as well as the FY 2024 Estimated Cost Allocation Worksheet established by the ACLS Bureau. There are no outstanding issues from the most recent assessment of AAA 1-B conducted on June 7, 2023. There are no special conditions or supplemental documents requiring approval.

A motion was made by Commissioner Zamora 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.

k. Request for Approval of the FY 2024 AIP for Area Tri-County Area Agency on Aging

Annette Gamez, Field Representative in the TAQI Section, provided an overview and stated the plan has been reviewed against the approval criteria as adopted by the Commission on January 13, 2023, as well as the FY 2024 Estimated Cost Allocation Worksheet established by the ACLS Bureau. There are no outstanding issues from the most recent assessment of Tri-County AAA conducted on June 6, 2023. There are no special conditions requiring approval. Supplemental Document D Cash-In-Lieu-Of-Commodity Agreement requiring approval is included with the AIP.

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

l. Request for Approval of 2024 and 2025 CSA Meeting and Public Hearing Schedule

Kelly Cooper, CSA Support, presented the 2024 and 2025 Proposed CSA Meeting Schedules for review and approval. The meeting schedules were drafted by the CSA Calendar Workgroup.

A motion was made by Commissioner Zamora to approve the request and Commissioner Murphy seconded the motion. Additional discussion followed and the motion was approved by voice vote.

m. Request for Approval of State Advisory Council on Aging Appointments and Reappointments

Commissioner Mike Pohnl, SAC Chair, requested approval of appointments and reappointments to the State Advisory Council (memo attached).

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

ANNOUNCEMENTS

The next Commission on Services to the Aging meeting is scheduled for 9:00 a.m. on Friday, September 15, 2023, at the Hilton Garden Inn, 633 N. Canal Road, Lansing, MI.

Please note, these meetings are open to the public, and anyone wishing to attend may do so. Those needing assistance should contact Kelly Cooper at cooperk6@michigan.gov at least five (5) days prior to the meeting date.

ADJOURN

Commission Chair Schlueter adjourned the meeting at 2:19 p.m.