

BOARD OF DIRECTORS MINUTES

AREA AGENCY ON AGING OF WESTERN MICHIGAN

June 24th, 2024

Area Agency on Aging of Western Michigan Office
3215 Eaglecrest Drive NE, Grand Rapids MI 49525

UNIT OF GOVERNMENT	MEMBERS PRESENT	MEMBERS ABSENT
ALLEGAN COUNTY	Mark DeYoung Stuart Peet	
GRAND RAPIDS, CITY	Jane DeVries Lisa Knight	
IONIA COUNTY	Larry Tiejema Edna Albert	
KENT COUNTY	Nancy Nielsen	Carol Hennessy
LAKE COUNTY	Marilyn Burns Kristine Raymond	
MASON COUNTY	Ron Bacon	
MECOSTA COUNTY	Sharon Bongard Bill Routley	
MONTCALM COUNTY	Chuck Hazekamp Ron Baker	
NEWAYGO COUNTY	Kenneth DeLaat	Richard Fitzpatrick
OSCEOLA COUNTY	Tim Michell Dawn Montague	

Staff Present: Kendrick Heinlein, Scott Russett, Cassie Caple, Holly Williams, Suzanne Filby-Clark, Laura Dobrzelewski, Kendall Banks, Sheri Harris, Jessica Torpey, Margie Pettit

Guests Present: Barb Hazlett – AAWM Advisory Council Chairperson, Ashley Ellsworth – ACLS Bureau Representative

I. Roll Call and Agenda Approval

Chair, Bill Routley called the meeting to order at 1:31 pm.

Ron Bacon moved, and Dawn Montague seconded the approval of the Agenda. Motion carried.

II. Minutes of the April 22nd, 2024 Meeting

Kristine Raymond moved and Larry Tiejema seconded the motion to approve the April 22nd, 2024 Minutes with the above addition. Motion carried.

III. Mission Moment: Kendrick shared that Emily Armstrong, Director of Communications, welcomed her first baby and is out on maternity leave. He is providing coverage and will have a video next month for the Board meeting.

IV. Reports

A. Advisory Council Report

Barb Hazlett, Advisory Council Chair, gave report from the June 3rd Advisory Council Meeting. Unfortunately, Representative Kunse did not attend the meeting as planned. The group has seen great progress on the expansion of Broadband into rural counties and sees this as a significant win! One advocacy area of focus the group will turn their attention to in the coming months, is the MI Choice Waiver Program. The group sent a letter to legislators encouraging them not to forget the Direct Care Worker crisis and to continue directing funding towards increasing wages as no funding was allocated for this in the next budget year. Increasing funding for the Ombudsman program is something the group will continue to monitor and advocate for-some progress is being seen, and they are hopeful for more after the recent meeting with Senate Majority Leader Winnie Brinks' District Representative. There were no questions from the Board.

B. Financial Reports

Scott Russett, CFO reviewed the following FY 2024 May Financial Reports:

A sub-committee for the next FY budget will be forming and Scott is looking for volunteers from the BOD to sit on this committee. He is looking for the committee to ask questions, provide expertise and offer insight. Anyone interested should reach out to him for more information.

Report 1- Balance Sheet – The audit report should be ready for the next BOD meeting. Cash flow is steady. The focus of discussion was around a change in the Net Fund Balance. Specifically, the Waiver program and Direct Care Worker Payments received, which is a pass through from the State. The increase in rate is only applicable to this line item of the Waiver program and has increased the total deficit. There is a plan in place to recoup the agency's expenses over the last couple of years for the Waiver program-next year the agency will seek a 5% increase from the State, will be holding rate increases for partners (increases have been given the past few years), and will proactively control care plans. Additionally, there is a communication plan established with intentional messaging to staff and partners in supporting these efforts.

Report 2 – Income Statement Report – OAA and KCSM are on track and anticipated to break even at FY end. The Medicaid Waiver program is showing a deficit as mentioned in Report 1. The surplus showing in Special Grants & Others is being deferred and applied as expenses are incurred in those areas.

Report 3 – Contractor Expenses – OAA – This report runs one month behind. 58% spent is the target for partners at this point in the FY. Some partners are currently spending low, some are spending high, but they cannot exceed their total budget. Total expenses are tracking at 58%, which exactly where it should be.

Report 4 – Summary Expense Report – The budget is showing 67.4% spent total, which is just a tad over budget for this time of year, but is expected, with the Waiver program overage. OAA is on track at 64.75% and KCSM is at 57%.

C. Purchase of Service (POS) Overview

Kendall Banks, CM Contract Manager, gave a briefing on Purchase of Service (POS) partners and answered questions from the Board. Currently, there are 140 total POS partners with 73 being residential partners and 70 being traditional partners. The bulk of our partners remain stable. Annually, 20% of these partners are audited by Kendall and her staff for compliance. Other main focus areas for her team are EVV, the Network Adequacy Review, Encounter Data Validation Survey, and surveying Adult Day Center and Residential settings.

D. Kent County Senior Millage (KCSM) Funding Recommendations

Cassie Caple, VP of Contract Services and Program Development, shared an overview of FY25 KCSM funding recommendations:

\$17 million was requested with a total budget to allot of \$16.1 million. The full budget was allocated to partners by the committee. Senior Care Resources is coming on as a new partner.

Action Item: Dawn Montague made a motion to approve the KCSM funding recommendations as presented. Nancy Nielsen seconded, and the others approved the motion. Motion carried.

E. Older Americans Act (OAA) Funding Recommendations

Cassie Caple, VP of Contract Services and Program Development, shared an overview of OAA funding recommendations.

\$9.1 million was requested with a total budget to allot of \$9.5 million. No ARPA funding was included with estimates since the funding stream will be ending. There were no new partners this year as it is a continuation of funding year.

Action Item: Larry Tiejema made a motion to approve the OAA funding recommendations as presented. Chuck Hazekamp seconded, and the others approved the motion. Motion carried.

F. Annual Implementation Plan (AIP) Approval

Sheri Harris, Director of Advocacy and Planning, presented the Annual Implementation Plan to the committee. The plan highlights many focus points of the agency including the Strategic Plan, DEI initiatives, advocacy efforts and more.

Action Item: Ken DeLaat made a motion to approve the Annual Implementation Plan. Dawn Montague seconded, and the others approved the motion. Motion carried.

G. CEO's Report

Kendrick Heinlein, CEO, touched on the following and answered questions from the BOD:

Annual Celebration Recap-a thank you was given to the sub-committee members and overall, the event was a success. There has been positive response from partners and the public. Board members are encouraged to join the planning sub-committee when it forms in the fall.

Essential Care at Home Update-final contract language will be coming back to the agency's legal team for review this week. The next step will be posting for positions, HR has been working closely with their HR team to define what will be needed to support. Discussion took place around prioritizing turmoil with the Waiver program and the timeline of the DSNIP moving up to 2027. Information will be forthcoming to the Board as the Leadership team begins to define needs and affects this will have on the agency.

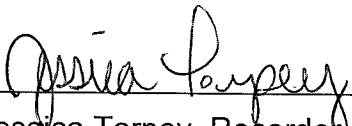
West MI Works Partnership-AAAWM is partnering with West MI Works to provide educational classes around seniors entering back into the workforce, properly preparing them on the front end to do so, and technology. The first of these classes is on July 18th.

Secretary of State Mobile Unit-the agency will be hosting this event on August 14th from 10am-3pm. Anyone in our region is encouraged to take advantage of needs they have by attending. Committee members were reminded they could host something like this in their own county and to connect with the Secretary of State if there is a defined need.


IV. Other

- A. Bureau of Aging, Community Living and Supports Comments:** Ashley Ellsworth, ACLS Field Representative shared some updates on the Federal budget. Title 3B, 3D, 3E, and the Ombudsman did not receive extra funding as it uses the Federal Interstate formula which considers the population and overall, Michigan's population continues to decline. The NSIP was cut federally by 30%, Michigan's portion was cut 34.2%. The reason behind this, is the 2019 meal count was used by ACLU, not the FY23 count which they do think will level out. C1 and C2 saw nutrition increases for congregate and home delivered meals.
- B. Public Comments:** Stuart Peet announced he will be resigning from the AAWM Board of Directors after 10 years of service. He will be sharing this with is COA at their next meeting. He thanked the Board and CEO for their support throughout the years and has enjoyed being a part of the cause.

C. Next Meeting Date: Chair, Bill Routley, stated the next Board of Directors meeting will be on July 22nd, 2024 at the AAAWM building. The meeting adjourned at 2:43 p.m.



Jessica Torpey, Recorder



Ron Bacon, Secretary