

AREA AGENCY ON AGING OF WESTERN MICHIGAN

BOARD OF DIRECTORS

MINUTES

June 28, 2021

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	Rick Cain - Zoom Stuart Peet - Zoom	
GRAND RAPIDS, CITY	Milinda Ysasi - Zoom Jane DeVries - Zoom	
IONIA COUNTY	Dennis Sitzer - Zoom David Hodges - Zoom	
KENT COUNTY	Carol Hennessy Nancy Nielsen	
LAKE COUNTY	Marilyn Burns Betty Dermeyer - Zoom	
MASON COUNTY	Ron Bacon - Zoom Kim Halladay - Zoom	
MECOSTA COUNTY	Sharon Bongard - Zoom Bill Routley	
MONTCALM COUNTY	Michael Beach - Zoom Linda Weger - Zoom	
NEWAYGO COUNTY	Kenneth DeLaat - Zoom Cindy LaBelle	
OSCEOLA COUNTY	Richard Karns - Zoom Tim Mitchell - Zoom	

Staff Present (Zoom): Martha Anderson, Cassie Caple, Anne Domanski, Anne Ellermets, Suzanne Filby-Clark, Bridget McGovern, Jackie O'Connor and Dan Travis.

Guests: Laura McMurtry – Aging and Adult Services Agency (AASA) - Zoom; Danielle Pennings – Beene Garter - Zoom; Roxanne Page, CPA – Beene Garter - Zoom; Robert Sundholm – AAAWM Advisory Council Chairperson

I. Roll Call and Agenda Approval

Chair Bill Routley called the meeting to order at 1:47 pm. Quorum was present.

Bill Routley added an agenda item under Other regarding employee issue. Jackie O'Connor requested Board go into closed session to discuss the issue. Ron Bacon moved and Linda Weger seconded motion to go into closed session. Motion passed.

Ken DeLaat moved and Linda Weger seconded the motion to approve the agenda.

II. Minutes of the April 26, 2021 Meeting

Betty Dermeyer moved and Richard Karns seconded the motion to approve the April 26, 2021 minutes. Motion carried.

III. Reports

A. Advisory Council (AC) Report

Bob Sundholm, Advisory Council Chair gave a report of the June 7, 2021 Advisory Council Meeting. The meeting began with the Public Hearing for the FY 2022 Annual Implementation Plan by Anne Domanski. Speaker of the day was Rep. Mark Huizenga. A good long conversation ensued and ideas exchanged. Issues discussed included – Waiver program, Broadband situation problems in other areas besides rural area and low income, and Direct Care Workers premium wages. The presentation by Cassie Caple was on Elder Abuse Awareness Month. It was reported that Harold Mast is the new Chair of Michigan Senior Advocacy Council (MSAC.)

B. Financial Report

Action Item: Approval of the FY 2020 Audit Reports

Roxanne Page, Partner and Danielle Pennings, Senior Manager with Beene Garter presented the FY 2020 Financial Statements, and Single Audit conducted on AAAWM. Roxanne complimented AAAWM staff on their efforts during the audit.

In the Communication Letter there were no adjusting journal entries which is very positive and there was no disagreement with management. Danielle commented that we are the most efficient audit they conduct. Federal/State funds pass right through to the Service Partners. The Cash Flow decreased because of low interest from Certificate of Deposits. There was an increase in grants receivable, a negative change in net assets and the purchase of certificates of deposit made revenue very liquid.

The Notes on page 11 are similar to prior years. Concentration of Risk increased for AASA grants and there is a large amount in reserves. The Internal Control had no deficiencies or non-compliance. There were no findings in the current or previous year.

Dan answered questions regarding time period for spending carryover and additional funding.

Linda Weger moved and Richard Karns seconded the motion to approve the FY 2020 Audit Reports. Motion carried.

Dan Travis, Finance Director, reviewed the May Financials.

Report 5 – Summary Expense Report – Administration or operating expenses is slightly below target at 63.85%. All Service Partners are at 62%, primarily representing the various Purchase of Service Partners expenses. OAA Partners expenses are 43%.

C. Medicaid Waiver/Care Management Program

Suzanne Filby-Clark, Deputy Director introduced Martha Anderson, Care Management Services Eligibility Manager. Martha gave an update on the Care Management Medicaid Team, highlighting team responsibilities and processes for obtaining services.

D. Supportive and In-Home Services

Action Item: Approval of FY 2021 Older Americans Act (OAA) Funding Changes

Anne Ellermets, Director of Contract Services and Program Development, reviewed the distribution of the FY 2020 carryover funding to FY 2021 Service Partners.

Linda Weger moved and Betty Dermeyer seconded the motion to approve the FY 2021 changes in OAA funding. Motion carried.

Action Item: Approval of FY 2021 Older Americans Act (OAA) Nutrition Funding Changes

Anne also reviewed the distribution of FY 2020 carryover funding for nutrition, which will be used for Home Delivered Meals. Congregate meal sites have begun to re-open June 1, 2021, per AASA guidelines.

Jane DeVries moved and Richard Karns seconded the motion to approve the FY 2021 changes in OAA nutrition funding. Motion carried.

Cassie Caple, Contract Administrator and Elder Abuse Coalition Coordinator provided a report on Elder Abuse Awareness month. The training to service partners on this topic was very successful and well attended. The report provided some helpful hints to the general public.

E. Advocacy and Grant Writing

Action Item: Approval of FY 2022 Older Americans Act Annual Implementation Plan

Anne Domanski, Advocacy Coordinator and Grants Writer, provided a summary of the FY 2022 Plan. It was a good collaborative development by all the agency departments. She reviewed the successes and challenges during the pandemic. We continue to advocate for the permanent increase in Direct Care Worker wages. Four AAAWM staff will attend Diversity, Equity & Inclusion (DEI) trainings in fall, 2021 and similar trainings will be offered to remaining staff. Grand Rapids Chamber will conduct a DEI assessment of AAAWM.

Options Counseling is a new service that will be available in FY 2022.

Anne answered questions regarding DEI for Board members.

Ron Bacon moved and Betty Dermeyer seconded the motion to approve the FY 2022 Older Americans Act Annual Implementation Plan. Motion carried.

F. Executive Director's Report

Executive Director Jackie O'Connor reviewed several topics. Staff, supervisors and the Leadership Team are taking the next few months to evaluate the home vs building office locations and developing guidelines for this switch in work environments.

The MI Choice Medicaid Waiver program is our largest program and funding source. One of their requirements is the completion of a Provider Screening and Information Tool. This was sent to all the Board members and she thanked the large number of Board members who had returned the form. It is mandatory that each Board member complete the form in order for AAAWM's contract to be approved. We understand this latest form will be good for three years if you are maintaining your position on the AAAWM Board.

The last item concerns proxy forms. This is especially relevant to the newest members of the Board. The vote of each Board member is weighted based on the senior population in your county or City. If you are unable to attend a Board meeting, you can give your weighted vote only to the other representative from your county or the City of Grand Rapids. Please send any completed forms to Jackie if you want to assign that proxy vote.

Jackie answered questions regarding the building budget for Board member.

Bill has requested that the July Board meeting take place in person.

IV. Other

A. Aging and Adult Services Agency (AASA):

Laura McMurtry re-introduced herself as the AASA Field Representative for Region 8, replacing Becky Payne. Laura thanked Anne Domanski for her work with Jackie O'Connor on the Annual Implementation Plan. FY 2021 AAAWM Assessment will be completed in July.

Scott Wamsley, Deputy Director with AASA, is now acting Senior Deputy Director, replacing Dr. Alexis Travis.

B. Public Comments

Nancy Nielsen moved to enter into closed session to discuss employee issue. Cindy LaBelle seconded and motion passed.

Action plan was created in closed session. Rick Cain moved to approve action plan, Betty Dermeyer seconded. Motion passed.

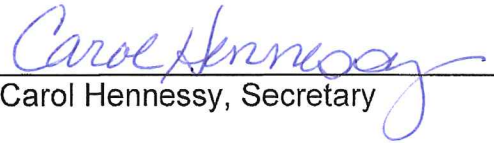
Linda Weger moved and Betty Dermeyer seconded a motion to approve exploring agencies to assist in future search for Executive Director. Motion passed.

C. Next Meeting Date:

Bill announced Board members scheduled to attend July 12, 2021 Advisory Council meeting are Sharon Bongard and Bill Routley. Next meeting will be July 26, 2021. Meeting adjourned at 3:42 p.m.



Bridget McGovern, Recorder



Carol Hennessy, Secretary