

BOARD OF DIRECTORS

MINUTES

AREA AGENCY ON AGING OF WESTERN MICHIGAN

July 24th, 2023

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	Edna Albert	Larry Tiejema
KENT COUNTY	Carol Hennessy Nancy Nielsen	
LAKE COUNTY	Marilyn Burns Kristine Raymond	
MASON COUNTY	Ron Bacon	Kim Halladay
MECOSTA COUNTY	Sharon Bongard Bill Routley	
MONTCALM COUNTY	Ron Baker	Chuck Hazekamp
NEWAYGO COUNTY	Kenneth DeLaat Richard Fitzpatrick	
OSCEOLA COUNTY	Tim Michell	Dawn Montague

Staff Present: Kendrick Heinlein, Scott Russett, Suzanne Filby-Clark, Holly Williams, Cassie Caple, Ashley Salamone, Laura Dobrzelewski, Margie Pettit, Jessica Torpey

Guests Present: Barb Hazlett – AAAWM Advisory Council Chairperson; Steve Doorn – Legacy Trust

I. Roll Call and Agenda Approval

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

Kendrick Heinlein proposed the following addition to the agenda: the Provider Screening Information Collection Tool will be added to the CEO's Report.

Stuart Peet moved and Ron Bacon seconded the approval of the Agenda. Motion carried.

II. Minutes of the June 26th, 2023 Meeting

Nancy Nielsen would like the total amount of KCSM funds being distributed of \$15,483,594 added to Section F of the June 26th, 2023 minutes.

Nancy Nielsen moved and Barb Hazlett seconded the motion to approve the June 26th, 2023 Minutes with the above addition. Motion carried.

III. Mission Moment: St. Ann's Senior Services (*video*)

IV. Reports

A. Advisory Council Report

Barb Hazlett, Advisory Council Chair, gave a report from the June Advisory Committee Meeting. Cassie Caple attended the meeting and presented the FY24 OAA Funding recommendations-they were approved without question. The direct care worker wage increase they were advocating for was approved for an \$.85/hr. increase which is much lower than they were hoping to see. Members from the Advisory Council have joined the Needs Assessment Committee and are actively helping push the initiative forward. AAAWM has been asked to advocate for, and against, House Bill 4841 known as Theresa's Law. This law is to better support people in AFC homes. They have let the opposed side they will not be advocating against this bill. The Advisory Council is continuing to watch their advocacy efforts and are prepared to act as necessary.

B. Financial Reports

Steve Doorn from Legacy Trust provided an update on AAAWM's investments with the company. Overall, the portfolio is doing well and in a strong position with recent changes to do well.

Scott Russett, CFO introduced himself and shared his educational and personal background before presenting FY2023 Operating Budget Changes.

The report of recommended changes was reviewed by Scott.

Action Item: Ron Bacon made a motion to approve the suggested FY2023 Operating Budget changes. Sharon Bongard seconded and the others approved the motion. Motion carried.

Scott Russet then reviewed the following financials:

Report 5 – Summary Expense Report – 75% through the FY, 69% spent (this is 6% higher which is telling that the agency is beating expectations). OAA and KCSM expenses are tracking well. No overall concerns currently looking into the remainder of the FY.

C. FY24 Older Americans Act Funding Recommendations

Cassie Caple, VP of Contract Services and Program Development shared the following:

A total of \$9.2 million is being requested for approval by the BOD

A total of \$8.6 million was submitted in requests by partners to the committee

A total of \$10.3 million is available for AAAWM to award (this number includes \$2 million in ARPA funds that will not carry over into FY25)

The full budget is not being allocated upfront to avoid creating a false sense of spending for the partners when ARPA funds are not available. ARPA calculations for funds awarded depend on the amount and type of funding each client receives.

Action Item: Ken DeLaat made a motion to approve the suggested FY24 OAA Funding Recommendations. Jane Devries seconded and the others approved the motion. Motion carried.

D. FY2023 Older Americans Act Funding Changes

Cassie Caple, VP of Contract Services and Program Development reviewed the following OAA funding changes:

Caregiver Supplemental in-home support group - \$1,000

DPHP Region Wide Marketing - \$10,000

Atrio (transfer of current funds) - \$12,998 from Respite services to Homemaker services

St. Ann's - \$9,000 to increase transportation

Action Item: Ron Bacon made a motion to approve the suggested FY2023 OAA Funding changes. Sharon Bongard seconded and the others approved the motion. Motion carried.

E. Community Transitions Update

Ashely Salamone, Transition Navigation Supervisor reviewed the supplied report via PowerPoint with the Board and fielded questions around referrals (how many and where they come from), housing needs and capacity to fill referrals.

F. CEO's Report

Kendrick Heinlein, CEO provided the following updates:

Provider Screening Information Collection Tool-This is a requirement by MDHHS for Leadership and BOD members for the agency. Each BOD member must fill out and

sign the required sections annually. Kendrick Heinlein will be the only person with access to their PHI. After uploading the information, all documents will be disposed of confidentially. September 30th is the deadline to have the information in the system. BOD members should return the completed packet to Kendrick before the deadline.

Joint Venture Update-

Action Item: Stuart Peet made a motion to move to a closed session. Ron Bacon seconded and the others approved the motion. Motion carried.

Action Item: Ken DeLaat made a motion to move out of a closed session. Ron Bacon seconded and the others approved the motion. Motion carried.


Action Item: Ron Bacon motioned to allow Kendrick Heinlein to negotiate and sign contracts furthering the agency's participation in the joint venture with no additional financial implications at the time of signing. Kris Raymond seconded and the others approved the motion. Motion carried.

IV. Other

- A. **Bureau of Aging, Community Living and Supports Comments:** Ashely Ellsworth was not in attendance but Kendrick Heinlein gave the following updates on her behalf:
- ACLS is seeking input on OAA funded programs (they have not been updated since 1988). Kendrick Heinlein and Cassie Caple provided input on behalf of AAAWM already.
 - While the increase of \$.85/hour for direct caregiver wages is not quite where we wanted it, it is an increase and working in a positive direction.
 - Ashley thanked Sheri Harris greatly for her timely response and support on answering questions on the AAAWM Annual Implementation Plan. The next step is for The Plan to go to the Commission for approval in August.
 - \$5 million was awarded to AAA's for a caregiver resource center. The AAA's are still working on what this will look like.
- B. **Public Comments:** None.
- C. **Next Meeting Date:** Chair Bill Routley stated the next Board of Directors meeting will be on September 25th, 2023 at the AAAWM building. The meeting adjourned at 3:14 p.m.



Jessica Torpey, Recorder



Carol Hennessy, Secretary