

Older Adult Services Advisory Council Meeting*

Area Agency on Aging IIIA

October 13, 2021

Last meeting: September 7, 2021

3:30 – 5:00 pm

*This meeting is subject to the Michigan Open Meetings Act.
This meeting is being recorded.

Minutes from this meeting are posted for public review at www.kalcounty.com/hcs/aaa



Welcome & Introductions:

Older Adult Services Advisory Council (OASAC)

- Kelly Quardokus
 - *Q Elderlaw, Council Member, Chair*
- Tim Charron
 - *Council Member, Vice-Chair*
- Danna Downing
 - *Council Member/SAC*
- Kimberly Middleton
 - *Life EMS, Council Member*
- Kimberly Phillips
 - *Portage Senior Center, Council Member*
- Dawn Shilts
 - *Portage Senior Center, Council Member*
- Dr. Daniel Brauner
 - *WMed, Council Member*
- Dr. Margaret Hale-Smith
 - *Council Member*
- Amanda Willer
 - *Heritage Community of Kalamazoo, Council Member*
- Mike Quinn
 - *Commissioner, Council Member*
- Fran Bruder Melgar
 - *Commissioner, Alternate Council Member*

Thank you!!!



Agenda 10/13/2021 OASAC Meeting

- Old Business: Approval of August 11, 2021 Meeting Minutes | 3:40 - 3:45
- New Business:
 - Programmatic Update
 - MSAC Report | 3:45 - 3:55
 - Spending Balance Summary | 3:55 - 4:10
 - Waitlist & Millage Reporting | 4:10 - 4:25
 - Public Comment Time | 4:25 - 4:40
 - Member Time | 4:40 - 5:00



Old Business

- Approval of September 2021 Meeting Minutes | 3:40 – 3:45 pm



New Business

MSAC Update

| 3:45 – 3:55 pm

Finance:

| 3:55 – 4:10 pm

- Spending Balance Summary Reports Available

Program & AIP Updates:

| 4:10 - 4:25



Grant SBR - August

October 2020 – September 2021

Target: 91.67%

- All Services: 76.12%
- CM/POS: 85.01%

Planning:

- Hiring: Temporary SW
- Vacant Positions

LINE ITEM	DESCRIPTION	ANNUAL BUDGET	YTD	REMAINING BALANCES	PERCENT USED	
704.00	Salaries	557,700	492,747.84	64,952.16	88.35%	
710.00	Fringes	203,500	179,852.92	23,647.08	88.38%	
727.00	Printing & Binding	700	413.37	286.63	59.05%	
728.00	Postage	3,300	2,792.15	507.85	84.61%	
729.00	Copy Charges	2,100	1,404.87	695.13	66.90%	
730.00	Office Supplies	11,300	9,486.71	1,813.29	83.95%	
807.01	Association Dues	7,500	6,763.37	736.63	90.18%	
808.00	Contracted Services	1,000	1,000.00	-	100.00%	
849.00	Internal Comm & 850.00& 724.00	21,700	17,057.99	4,642.01	78.61%	
860.00	Travel	1,300	697.66	602.34	53.67%	
901.00	Advertising	200	50.00	150.00	25.00%	
940.00	Building Rental	51,200	45,118.89	6,081.11	88.12%	
950.21	MMAP - Sr. Services	19,900	19,283.29	616.71	96.90%	
950.76	Sr. Services - HIC (Title IIIB)	3,000	-	3,000.00	0.00%	
950.83	Legal Aid (Title IIIB)	14,900	10,965.00	3,935.00	73.59%	
950.86	Sr. Services - SCS (Title IIIB)	3,000	3,000.00	-	100.00%	
950.93	Sr. Services - HDM	590,447	395,334.00	195,113.00	66.96%	
950.94	Sr. Services - Cong.	271,014	184,223.00	86,791.00	67.98%	
950.98	Senior Services - USDA	184,408	51,201.00	133,207.00	27.77%	
951.86	POS - HDM	2,500	86.66	2,413.34	3.47%	
951.76	Homemaking Services	164,000	149,604.93	14,395.07	91.22%	
951.77	In Home Respite Services	269,800	213,851.83	55,948.17	79.26%	
951.78	Personal Care Services	8,000	6,296.08	1,703.92	78.70%	
951.79	Transportation Services	5,000	4,395.69	604.31	87.91%	
951.81	Adult Day Care Services	2,000	1,393.00	607.00	69.65%	
951.82	Assistive Devices - PERS	28,000	23,052.70	4,947.30	82.33%	
951.83	Medication Management	6,000	4,903.60	1,096.40	81.73%	
951.84	Kinship - South County	5,300	3,300.00	2,000.00	62.26%	
951.85	Dementia ADC	4,000	2,699.29	1,300.71	67.48%	
956.00	Employee Training	1,400	589.98	810.02	42.14%	
968.01	Computer Related Expenses	10,400	7,311.15	3,088.85	70.30%	
997.00	Central Service Costs - Charged to Grant, Maximus	56,965	54,006.94	2,958.06	94.81%	
997.99	Central Service Costs - GF	209,883	190,027.00	19,856.00	90.54%	
TOTAL CENTRAL SERVICE COSTS		266,848	244,033.94	22,814.06	91.45%	
TOTAL OPERATING EXPENSES		1,975,013	1,410,310.15	564,702.85	71.41%	
TOTAL EXPENSES		2,736,213	2,082,910.91	670,752.17	76.12%	
					TARGET %	91.67%



Millage SBR - August

January 2021 – December 2021

Target: 66.67%

• **Provider: 54.04%**

- *Underspending: Senior Center Support and ADC*

• **CM/POS: 59.42%**

Planning:

- Hiring

LINE ITEM	DESCRIPTION	CURRENT BUDGET	YTD
704.00	Salaries	547,104	291,436.46
710.00	Fringes	199,981	106,373.72
727.00	Printing & Binding	1,600	89.26
728.00	Postage	2,000	309.11
729.00	Copy Charges	1,800	349.51
730.00	Office Supplies	9,500	1,491.07
807.01	Association Dues	2,200	-
849.00	Internal Communications & 850.00	18,700	11,240.43
860.00	Travel	6,700	290.64
901.00	Advertising	8,700	-
940.00	Building Rental	53,700	30,720.82
952.01	Provider - Legal Aid - Guardianship (\$12,000 contracted)	12,000	6,000.00
952.02	Provider - Guardian Finance - Guardianship (\$38,000 contracted)	38,000	34,900.53
952.03	Provider - Portage Senior Center - SCS (\$108,600 contracted)	108,600	25,479.97
952.04	Provider - Ecumenical - SCS (\$21,800 contracted)	21,800	9,067.42
952.05	Provider - South County - SCS (\$49,600 contracted)	49,600	20,549.55
952.07	Provider - Ecumenical - Transportation (\$7,700 contracted)	7,700	4,351.18
952.08	Provider - South County - Transportation (\$15,900 contracted)	15,900	7,980.89
952.10	Provider - Oakland - ADC (\$75,000 contracted)	75,000	-
952.11	Provider - WMU-CDS - ADC (\$75,000 contracted)	75,000	58,155.00
952.12	Provider - Sr Services MMAP	7,500	3,618.49
952.13	Provider - Sr Services - HDM (\$382,000 contracted)	382,000	234,015.63
952.14	Provider - Sr Services - Home Safety Repair (\$225,000 contracted)	225,000	151,719.05
952.18	Provider - Portage Senior Center - HLP (\$57,500 contracted)	57,500	25,468.45
951.86	POS - HDM	10,000	7,855.11
951.76	POS - Homemaking Services	260,000	148,189.49
951.77	POS - In Home Respite Services	250,000	164,072.83
951.78	POS - Personal Care Services	18,000	11,721.86
951.79	POS - Transportation Services	7,000	4,611.76
951.81	POS - Adult Day Care Services	10,000	8,721.25
951.82	POS - Assistive Devices - PERS	30,000	22,655.55
951.83	POS - Medication Management	15,000	11,134.25
957.78	POS - Special Projects - Gap	2,000	180.00
951.85	POS - Dementia ADC	-	-
956.00	Employee Training	2,900	1,344.97
968.01	Computer Related Expenses	8,900	3,394.82
	TOTAL OF DIRECT EXPENSES		1,407,489.07
997.00	Central Service Costs - Charged to Millage, Maximus	253,900	140,748.91
	TOTAL OPERATING EXPENSES	2,048,200	1,150,427.80
	TOTAL EXPENSES	2,795,285	1,548,237.98
	REVENUE		
600.01	Federal Grants	1,200	1,200.00
699.03	Senior Millage - Utilized	2,793,585	1,546,541.28
610.00	Donations - Contributions	500	496.70
	TOTAL REVENUES	2,795,285	1,548,237.98



Program & AIP Updates

As of 10/11/2021

Program:

New

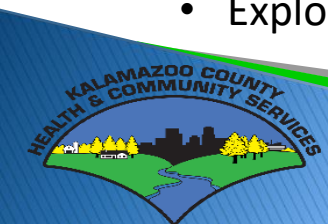
- **Hiring:** New RN, New SW (Temp), hiring for open positions scheduled for October (I&A SW, LTCO, Admin Assistant).
- 2021-2022 AIP Approved

Ongoing:

- **Planning for utilization of Fund Balance & Revenue to address waitlist and community needs**
- **Post COVID-19 Senior Needs Assessment**
 - Explore new/unmet needs

Information Requested:

- **Current Fund Balance Amount**
- **Fund Balance Policy/Procedure**
 - Spending
 - Budgeting
 - Allowable Purchases
 - “One-time” Purchases
- **Yearly Comparison**
 - Revenue (Projected vs. Actual)
 - Yearly Equalization Apportionment Report



MYP & 2022 AIP Goals

Goal	Status: 2021 – 2022 Considerations for Goals
Policy & Procedure Updates	On-Target
Provide education and Information on Community for a Lifetime to Municipalities	Modification d/t Pandemic
Expand advocacy, outreach, and services for elder abuse, neglect, and exploitation prevention initiatives	On-Target: MDT Coalition continued as-needed until end of 2021. Increased outreach and advocacy with DHS APS. Meeting
Create & Implement Options Counseling	On-Target: Staffing will be limiting factor for enrollments for remainder of CY.
Improve accessibility of services to people of color, immigrants, and LGBTQ+ individuals	On-Target: Staffing will be limiting factor for outreach initiatives (Information & Assistance). CORE Initiative.
Ongoing and enhanced staff training for diversity, equity, and inclusion addressing unconscious bias with non-English speaking individuals	On-Target: Staff have ongoing training. County continues to search for DEI Officer.



Final Agenda Items

- Public Comment Time | 4:25 – 4:40 pm
- Member Time | 4:40 – 5:00 pm
- Next Meeting: November 10, 2021 3:30pm via Zoom
- Adjournment | 5:00 pm



Contact Information

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