

Older Adult Services Advisory Council Meeting*

Area Agency on Aging IIIA

February 9, 2022

Last meeting: December 8, 2021

3:30 – 5:00 pm

311 E. Alcott St., Kalamazoo MI 49001
Conference room 361

*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)

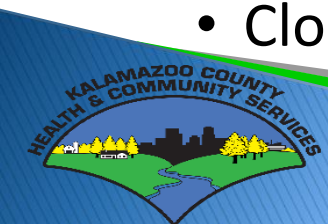
- Kelly Quardokus
 - *Q Elderlaw, Council Member, Chair*
- Tim Charron
 - *Council Member, Vice-Chair*
- Danna Downing
 - *Council Member/SAC*
- Kimberly Middleton
 - *Life EMS, Council Member*
- Abby Finn
 - *Milestone Senior Services, Council Member*
- Stan Runyon
 - *Council Member*
- Dr. Daniel Brauner
 - *WMed, Council Member*
- Dr. Margaret Hale-Smith
 - *Council Member*
- Mike Quinn
 - *Commissioner, Council Member*
- Fran Bruder Melgar
 - *Commissioner, Alternate Council Member*

Thank you!!!



Agenda 2/9/2022 OASAC Meeting

- Old Business: Approval of December 8, 2021 Meeting Minutes | 3:40 - 3:45
- New Business:
 - Member Time | 3:45 – 4:15
 - New Member Introduction
 - Advising: Senior Needs Assessment & AAA/Advisory Board Outreach
 - Programmatic Update
 - MSAC Report – Delegate Search | 4:15 – 4:20
 - Staffing/Hiring Updates | 4:20 – 4:25
 - Spending Balance Summary | 4:25 – 4:30
 - Fund Balance Usage – Plan | 4:30 – 4:45
 - Public Comment Time | 4:45 – 4:55
 - Action Tracker | 4:55 – 5:00
 - Closing | 5:00



Old Business

- Approval of December 10 Meeting Minutes | 3:40 – 3:45 pm



Member Time

- New Members
 - Abby Finn
 - Stan Runyon

| 3:45 – 4:15 pm



Member Time

- Advising

| 3:45 – 4:15 pm

- Senior Needs Assessment & AAA/Advisory Board Outreach

OASAC Member	AAA Region	County Served	Contact #
	1-A		
Kelly Quardokus	1-B	Livingston, Macomb, Monroe, Oakland, St. Clair and Washtenaw counties	Howard Collens Legal Board member 800-852-7795
	1-C		
Dr. Margarate Hale-Smith	2	Jackson	800-335-7881
	3-A		
Tim Charron	3-B	Calhoun	269-966-2450
Kim Middleton	3-C	St. Joseph	517-278-2538
	4		
	5		
	6		
	7		
	8		
Tim Charron	9	Alcona, Alpena, Arenac, Cheboygan, Crawford, Losco, Montmorency, Ogemaw, Oscoda, Ostego, Presque Ilse, Roscommon	989-358-4600
Dana Downing	10	Antrim, Benzie, Charlevoix, Emmet, Grand Traverse, Kalkaska, Leelanau, Manistee, Missaukee, Wexford	800-442-1713
	11		
Dana Downing	14	Msukegon, Oceana, Ottawa	231-733-3585



Programmatic Updates

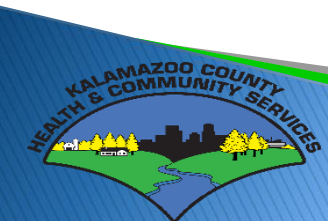
MSAC Update

| 4:15 – 4:20

The **purpose** of MSAC shall be to work in a **nonpartisan** way to improve lives of all older individuals in the State of Michigan by doing the following:

- 1. **Advocate** on behalf of seniors
- 2. **Identify** senior concerns
- 3. **Educate** on issues around those concerns
- 4. **Learn** advocacy techniques
- 5. **Coordinate** advocacy efforts in partnership with 4AM.

See handout for more information.



Programmatic Updates

MSAC Update

| 4:15 – 4:20

Role of an MSAC Delegate:

- 1. **Attend** all meetings in person or via zoom/call-in as scheduled
- 2. **Develop** relationships with elected officials & other community leaders
- 3. **Read** materials distributed to delegates by AAA, the Association, or RWC (lobbyist firm)
- 4. **Advocate** for MSAC positions in a timely manner on relevant issues
- 5. **Report** MSAC matters and actions to local groups
- 6. **Serve** as a liaison between MSAC & local AAA & Advisory Council.
- 7. **Distribute** letters or policy statements describing positions taken by MSAC as needed

Candidates: Contact Don Saldia drsald@kalcounty.com



Programmatic Updates

Staffing Updates

| 4:20 – 4:25

- 7 Vacant Positions
 - Grant-Funded Registered Nurse *
 - Millage-Funded Social Worker (x3) *
 - 0.8 FTE Lead Care Consultant RN or MSW (New) *
 - 1.0 FTE Lead Care Consultant RN or MSW *
 - Grant-Funded Administrative Assistant
- *indicates positions with a Caseload*
- Enrollments and Program Implementation Affected
 - 40% Staffing capacity with Millage-funded Social Workers
 - 50% Staffing capacity with Grant-funded Nurses
 - Few Candidates/Applicants
 - Competitive Field for Licensed Staff (RN, BSW, LLMSW, LMSW)
 - Pay, Remote Capability

Applicants: Contact Don Saldia drsald@kalcounty.com



4:25 – 4:30

Grant SBR - December

October 2021 – September 2022

Target: 25%

- All Services: 22.94%
- CM/POS: 21.70%
 - Factors: Staffing, DCW Shortage

Planning:

- Planning for increasing enrollments late 2nd quarter – staffing dependent.
- **American Rescue Plan Funding:** MDHHS/AASA secured ARP Funding for AAA's. Guidance TBA.

LINE ITEM	DESCRIPTION	ANNUAL BUDGET	YTD	REMAINING BALANCES	PERCENT USED
704.00	Salaries	554,400	132,783.72	421,616.28	24.81%
704.06	Salaries - Temp	32,600	4,735.99	17,450.08	14.53%
710.00	Fringes	202,200	48,466.03	153,733.97	23.97%
710.06	Fringes Temp	11,900	414.40	11,485.60	3.48%
	TOTAL PERSONNEL	801,100	186,400.14	604,285.93	23.27%
727.00	Printing & Binding	700	73.00	627.00	10.43%
728.00	Postage	2,900	125.65	2,774.35	4.33%
729.00	Copy Charges	2,500	464.95	2,035.05	18.60%
730.00	Office Supplies	3,100	-	3,100.00	0.00%
807.01	Association Dues	7,800	7,448.75	351.25	95.50%
808.00	Contracted Services	1,000	-	1,000.00	0.00%
849.00	Internal Comm & 850.00& 724.00	27,400	4,757.76	22,642.24	17.36%
860.00	Travel	5,100	112.73	4,987.27	2.21%
901.00	Advertising	200	10.00	190.00	5.00%
940.00	Building Rental	47,600	12,670.77	34,929.23	26.62%
950.21	MMAP - Sr. Services	-	-	-	0.00%
950.76	Sr. Services - HIC (Title IIIB)	3,000	-	3,000.00	0.00%
950.83	Legal Aid (Title IIIB)	14,700	3,675.00	11,025.00	25.00%
950.86	Sr. Services - SCS (Title IIIB)	3,000	-	3,000.00	0.00%
950.93	Sr. Services - HDM	424,930	102,427.00	322,503.00	24.10%
950.94	Sr. Services - Cong.	274,786	55,116.00	219,670.00	20.06%
950.98	Senior Services - USDA	126,863	24,404.00	102,459.00	19.24%
951.86	POS - HDM	2,500	519.96	1,980.04	20.80%
951.76	Homemaking Services	150,000	34,442.15	115,557.85	22.96%
951.77	In Home Respite Services	242,600	45,595.03	197,004.97	18.79%
951.78	Personal Care Services	7,500	561.62	6,938.38	7.49%
951.79	Transportation Services	4,500	896.92	3,603.08	19.93%
951.81	Adult Day Care Services	17,600	1,470.00	16,130.00	8.35%
951.82	Assistive Devices - PERS	26,000	5,224.25	20,775.75	20.09%
951.83	Medication Management	5,000	968.68	4,031.32	19.37%
951.84	Kinship - South County	5,300	900.00	4,400.00	16.98%
951.85	Dementia ADC	27,000	6,173.22	20,826.78	22.86%
956.00	Employee Training	2,500	-	2,500.00	0.00%
968.01	Computer Related Expenses	6,300	4,356.23	1,943.77	69.15%
997.00	Central Service Costs - Charged to Grant, Maximus	35,200	10,252.00	24,948.00	29.13%
997.99	Central Service Costs - GF	175,303	57,208.00	118,095.00	32.63%
	TOTAL CENTRAL SERVICE COSTS	210,503	67,460.00	143,043.00	32.05%
	TOTAL OPERATING EXPENSES	1,666,978	379,853.67	1,287,124.33	22.79%
	TOTAL EXPENSES	2,468,078	566,253.81	1,891,410.26	22.94%
				TARGET %	25.00%



4:25 – 4:30

Millage SBR - December

January 2021 – December 2021

Target: 100%

• Provider: 91.08%

• CM/POS: 86.24%

- Personnel: 78.19% - Vacant Positions
- POS Budget: 92.81%

Planning:

- Planning for increasing enrollments – staffing dependent.

LINE ITEM	DESCRIPTION	CURRENT BUDGET	YTD
704.00	Salaries	538,504	400,643.29
704.06	Salaries - Temp	10,600	7,360.08
710.00	Fringes	196,781	146,234.16
710.06	Fringes Temp	3,900	644.02
	TOTAL PERSONNEL	749,785	554,881.55
727.00	Printing & Binding	1,500	89.26
728.00	Postage	1,800	543.65
729.00	Copy Charges	1,100	566.56
730.00	Office Supplies	9,000	2,835.10
807.01	Association Dues	1,800	1,565.00
849.00	Internal Communications & 850.00	19,600	16,881.51
860.00	Travel	6,150	563.24
901.00	Advertising	10,900	2,146.00
940.00	Building Rental	55,200	44,485.37
952.01	Provider - Legal Aid - Guardianship (\$12,000 contracted)	-	9,000.00
952.02	Provider - Guardian Finance - Guardianship (\$38,000 contracted)	38,000	47,415.25
952.03	Provider - Portage Senior Center - SCS (\$108,600 contracted)	100,000	69,054.38
952.04	Provider - Ecumenical - SCS (\$21,800 contracted)	31,000	21,049.71
952.05	Provider - South County - SCS (\$49,600 contracted)	49,000	44,801.59
952.07	Provider - Ecumenical - Transportation (\$7,700 contracted)	10,000	8,726.78
952.08	Provider - South County - Transportation (\$15,900 contracted)	15,000	14,100.42
952.10	Provider - Oakland - ADC (\$75,000 contracted)	30,000	-
952.11	Provider - WMU-CDS - ADC (\$75,000 contracted)	120,000	89,706.50
952.12	Provider - Sr Services MMAP	-	3,618.49
952.13	Provider - Sr Services - HDM (\$382,000 contracted)	382,000	382,328.13
952.14	Provider - Sr Services - Home Safety Repair (\$225,000 contracted)	225,000	231,995.56
952.18	Provider - Portage Senior Center - HLP (\$57,500 contracted)	57,200	41,133.99
951.86	POS - HDM	12,000	12,429.52
951.76	POS - Homemaking Services	244,000	212,855.64
951.77	POS - In Home Respite Services	250,000	240,431.46
951.78	POS - Personal Care Services	19,000	18,758.25
951.79	POS - Transportation Services	7,000	6,704.49
951.81	POS - Adult Day Care Services	19,000	17,972.25
951.82	POS - Assistive Devices - PERS	34,000	34,118.45
951.83	POS - Medication Management	16,000	15,280.25
957.78	POS - Special Projects - Gap	1,000	180.00
951.85	POS - Dementia ADC	-	-
956.00	Employee Training	2,300	1,344.97
968.01	Computer Related Expenses	7,950	6,853.47
	TOTAL OF DIRECT EXPENSES		2,154,416.79
997.00	Central Service Costs - Charged to Millage, Maximus	251,100	215,441.68
	TOTAL OPERATING EXPENSES	2,027,600	1,814,976.92
	TOTAL EXPENSES	2,777,385	2,369,858.47
	REVENUE		
600.01	Federal Grants	1,400	1,400.00
699.03	Senior Millage - Utilized	2,775,485	2,367,961.77
610.00	Donations - Contributions	500	496.70
	TOTAL REVENUES	2,777,385	2,369,858.47



Programmatic Updates

Fund Balance Usage Updates

| 4:30 – 4:45

- Total in Fund Balance (Unspent Millage Dollars) as of 12/13/2021: **\$2,448,423**

Contributing Factors

- 2019 Buildup for Services Implementation
- 2020 COVID-19 Pandemic: Decreased service implementation
- 2021 COVID-19 Pandemic: Decreased service implementation, Staffing
 - **Budget:** \$2,777,385
 - **Remaining Balance:** \$388,204.54
 - **Total Revenue:** TBA



Programmatic Updates

Fund Balance Usage Updates

| 4:30 – 4:45

- Timeline and Requirements
 - **2020 Usage Plan:** Creation of 4 Geriatric RN Positions for outreach related to COVID-19 Pandemic and LTC Facility Coordination
 - **2021 Usage Plan:** Transition of 4 Geriatric RN Positions to 4 Lead Care Consultant Positions, increase LTC Facility and Community coordination, increase enrollments, increase caseloads, and expedited enrollment to Care Management Programs.
 - **2021 Finance Updates:** Updated spending requirements to one-time purchase only. Does not apply to recurring in-home services or ongoing staffing.
 - **2022 Usage Plan:** One-time services to be contracted to community entities.
 - February 2022: Needs and Utilization Survey
 - March 2022: BOC Approval
 - April 2022: Start of Amplifund Bidding Process



Fund Balance Usage Proposal

Service	Description	Budget (suggested)	2020 Needs Assessment Support	Possible Bidders
<p><i>Finance Requirements: Must be one-time (nonrecurring purchases), target spend down in 2022, requires BOC approval.</i></p> <p><i>Service Requirements: Must serve individuals in Kalamazoo County, Must serve individuals aged 60 and over.</i></p>				
Community Living Support (Housing Stabilization)	One time remediation of unsanitary or unsafe living situations, including hoarding and bed bug infestations; assistance in securing safe housing - including home repair, eviction aversion, purchase of basic furniture supporting Activities of Daily Living.	\$250,000	Increasing struggles related to maintenance, repairs, and modification to ensure home safety and accessibility (p.37; exhibit 43, 44).	Housing Support Agencies; Pest Control Agencies; Hoarding Remediation Agencies; Community Support Agencies
Hearing, Dental, and Vision Assistance	One-time purchase of Hearing Aides; dental care and/or related services. Including dentures, corrective lenses and frames, associated treatments .	\$750,000	60% of respondents reported need for assistance in at least one healthcare related area. These included dental care, vision services and equipment, and paying for dental care (p.30, exhibit 34; p. 31, exhibit 35).	Health Clinics; Dental Organizations; Hearing and Vision Organizations,
Equipment for Community Health & Wellness	One-time purchase of Medical and Health related equipment to maintain or improve the health and well-being of a Senior. Including, but not limited to: Lift Chairs, Hoyer Lifts, Hospital Beds, Health & Wellness Equipment, Wheelchairs (traditional and motorized), Medication Dispensers.	\$250,000	Need identified for Assistive Devices and Technology, especially for lower income individuals (p. 31, exhibit 35).	DME Companies, Adult Day Centers, Senior Centers, Independent Living Facilities
Transportation Vehicles	One-time supplement towards the purchase of a passenger vehicle for a Senior Center, Senior Living Community, or organization that transports seniors on a regular basis; including wheel-chair accessible vans. Up to \$100,000 per request.	\$750,000	25.6% to 27.2% of respondents reported transportation needs for medical, shopping, recreation, and worship related trips (p.44, exhibit 56).	Senior Centers; Homecare Agencies (transportation); Senior Living Communities; Transportation Businesses
Short-term and Emergency Respite Services	One-time payment of emergency respite services: In-home, ADC, or at short-stay facility.	\$100,000	Identified need for immediately available respite services, with only 26.7% of respondents having access to respite services if needed (p. 51, exhibit 71; p. 52)	Nursing Homes; Respite Agencies; Adult Day Centers.
Pharmacy Prescription Assistance	One-time payment for prescription medication assistance. Especially relevant towards assistance for "donut hole" gap coverage.	\$100,000	22% of respondents reported a need for prescription medication payment assistance (p. 29, exhibit 35). This need was seen across all income categories (p. 31, exhibit 35).	Local Pharmacies; Physician Offices
Senior Needs Assessment	One-time payment of the 2022/2023 Senior Needs assessment; used to identify needs in the community for targeting of supportive services funded by Senior Millage.	\$50,000	Reassessment of Community Needs following COVI-19 Pandemic.	Community Needs Agencies
Total Allocated		\$2,250,000		

Final Agenda Items

- Public Comment Time | 4:45 – 4:55 pm
- Action Tracker | 4:55 – 5:00 pm
- Adjournment | 5:00 pm

Next Meeting: March 9, 2021 3:30pm
In-Person 311 E. Alcott St., Kalamazoo MI
Conference Room 361 (Masks Required)



Contact Information

Intake Line/Information & Assistance
(269) 373-5173

Email

AAA3Ainfo@kalcounty.com

Website

<https://www.kalcounty.com/hcs/aaa/>

311 E. Alcott St, Kalamazoo, MI 49001



Action Tracker

Action	Assigned	Follow Up/Update
2022 Budget numbers	Don	Next OASAC
Inquire of reimbursement process; upfront, phased? Harder for small org. to front funding for services	Don	Next OASAC

