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OTSEGO COUNTY COMMISSION ON AGING

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BOARD OF DIRECTORS MEETING MINUTES Wednesday, April 11, 2018 University Center, Room U-111

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Attending Voting Members: M. Sanders, R. Edel, B. Bowen, J. Mathis,
R. Smith

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Absent Voting Members: G. Mertz, J. Camiller, J. Duff, C. Messina

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Non-Voting Member: D. Johnson, Otsego County Board of
Commissioners Liaison

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Attending Staff: D. Wishart, Executive Director
D. Gehman, Director
E. Godek, Research & Volunteer Coordinator

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Guests: Becky Hawks, Financial Services Assistant, Area
Agency Aging, Region 9

Call to Order

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- The president, M. Sanders, called the meeting to order at 9:09 a.m. A quorum was present. The board paused for a silent moment of reflection. The guest, B. Hawks, was welcomed.

Consent Agenda

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- M. Sanders made a request for a motion to approve the Consent Agenda.

A motion was made by B. Bowen and seconded by R. Edel to approve the Consent Agenda. Motion carried.

Open Forum

- Nothing was reported.

President's Report

The president, M. Sanders, briefly presented the following:

- A brief report on the agency's Otsego County Community Foundation fund. As of January 20, 2018, the market value of the fund was \$56,881.39. Current revenues are \$3,485.11. Per the wishes of the fund's donors, Morrison and Karl

1 Schneider, any revenues generated from their donation will be spent on
2 educational programming. M. Sanders and D. Wishart will soon make a
3 determination about the handling of the current revenues. Discussion followed.
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5 **Vice President’s Report**

6 The vice president, G. Mertz, did not present a report.
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8 **Treasurer’s Report**

9 The treasurer, J. Camiller, did not present a report.

- 10 • M. Sanders reminded Board members that they had received the financial
11 reports for January and February 2018 in their board packets.
- 12 • D. Wishart noted that per J. Camiller’s request, there are two Budget vs. Year-
13 to-Date Totals reports in the packets. One, of which, does not include the Health
14 Endowment Funds line item, so as to better track the agency’s progress with its
15 budget.
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17 **Secretary’s Report**

18 The secretary, R. Edel, had no correspondence to share.
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20 **Aging and Adult Services (AASA) – Network** 21 **Reports to the Board**

- 22 • News from the Aging and Adult Services Agency – AASA – D. Wishart briefly
23 reported the following:
 - 24 ○ The State Commission has been looking at the intrastate funding formula for
25 the dispersion of federal and state funds across the state, including to the
26 OCCOA. A workgroup was recently established to review the formula, as is
27 required every five years. The workgroup will be recommending no changes
28 to the funding formula factors during the Commission meeting scheduled on
29 Friday, May 18, 2018. Some changes in funding will be phased in over a
30 two-year period to protect those Area Agencies on Aging that will lose the
31 greatest amount of money due to declining populations.
 - 32 ○ Older Michiganians Day is scheduled for May 16, 2018. Expected to be
33 included in the legislative platform for discussion are the Medicaid Waiver
34 Program, the MI-Choice Program, elder abuse concerns, direct care
35 workforce issues, and continued support for in-home services, making
36 Michigan a “no-wait” state. Board members received a flyer and were invited
37 to attend.
- 38 • AAA (Area Agency on Aging) Region 9 – Regional Council Member –J. Mathis
39 briefly shared the following:
 - 40 ○ The March meeting was snowed out. He reported on the last meeting that
41 was held (Feb. 26, 2018). Each of their meetings features a different speaker

- 1 to explain what is going on in their community, or to share what their
2 committee does. This educational focus makes the meetings more enjoyable.
- 3 ○ There is a move in the state to go to managed healthcare for seniors. There is
4 some resistance by the council to this. Members were encouraged to read up
5 on managed care to understand what this is all about. D. Wishart noted that
6 there is concern that much of the work would be turned over to the insurance
7 industry. J. Mathis added that there is concern that people get the care that
8 they need. Discussion followed.
 - 9 ○ There are complaints from some Northern Michigan residents who have had
10 to leave their nursing homes to go into a hospital. Some report that they are
11 having problems returning to their nursing homes. He noted that nursing
12 homes are required to readmit their clients who are returning from a hospital
13 stay. D. Wishart noted that Sarah Socia is the nursing home ombudsman for
14 Region 9. People with concerns about the transition of family members from
15 the hospital back to nursing home care can contact her for assistance. The
16 OCCOA Advocacy Department is also available to help.
 - 17 ○ Thirty-four percent of Michigan’s population is now over 60. Our district has
18 the highest percentage of seniors in the state of Michigan. There is concern
19 that although our district has the numbers, we may not always have the voice.
 - 20 ● AAA (Area Agency on Aging) Staff Report – B. Hawks, on behalf of Liz
21 Kowalski, briefly shared the following:
 - 22 ○ L. Kowalski sent her thanks to D. Wishart, who will be representing the State
23 Commission by giving the opening remarks at the Caregiver Conference. She
24 also sent her thanks for Otsego County’s sponsoring of the event.
 - 25 ○ Region 9 just received its SGA (Statement of Grant Award). These funds will
26 be dispersed as soon as possible.
 - 27 ○ D. Wishart noted that B. Hawks will be at the agency in the afternoon,
28 working with agency staff on the annual general and in-home services
29 assessments.
- 30

31 **Management Team Updates**

32 The management team, D. Wishart and D. Gehman, briefly reported the following:

- 33 ● Budget
 - 34 ○ Unemployment Insurance Audit (UIA) – D. Wishart noted that the agency
35 recently had a random audit for 2016, during which the auditor discovered
36 that the agency was taxing the benefit for the 457 deferred retirement amount
37 for Social Security, Medicare, and Medicaid. This was due to a software
38 setting code error and has, since, been fixed. It only affected a few employees
39 who receive this benefit. Per the auditor, the agency must also amend the
40 2015 and 2017 UI quarterly reports. The needed adjustments are very small.
- 41
- 42 ● Grants – D. Wishart shared that the agency is looking for more ways to increase
43 revenues as the needs are increasing.

- 1 ○ Local Grants – Although local grants are relatively small, the agency is
- 2 keeping its eyes on these. They are important as they can fund specific
- 3 programs, such as the Walk MI (Walk Michigan) program.
- 4 ○ Health Department of Northwest Michigan – The agency received a small
- 5 grant from the Health Department of Northwest Michigan, which will help
- 6 support a new program, called Healthy Habits. It will fund some new
- 7 equipment for the Congregate Meal Program.
- 8 ○ Michigan Health Endowment Fund (HF)
- 9 ▪ This grant is underway, with meetings being held with key community
- 10 leaders in Otsego County, Flint, and Traverse City.
- 11 ▪ The agency recently presented at its first HF Grantee Convening meeting.
- 12 This went very well.
- 13 ▪ The first four community partners for Otsego County have been enrolled
- 14 and include: The University Center at Gaylord, The Otsego County
- 15 Historical Society, Trinity Lutheran Church, and OCCOA. D. Wishart
- 16 will be contacting the remaining partnering organizations that participated
- 17 in the BeBloomin pilot program and offering them the opportunity to be
- 18 grandfathered into the CommunO₂ program, before putting out a broad
- 19 appeal to the community.
- 20 ○ Administration on Community Living – OCCOA recently submitted a grant
- 21 to the federal government’s Administration on Community Living. The grant
- 22 lines up with the OCCOA’s mission of supporting older adults with long-
- 23 term disabilities. If funded, the agency will work with its research team from
- 24 Michigan State University (MSU) and Chris Curtain and the Community
- 25 Services Network. If funded, the grant will bring in \$925,000 a year for five
- 26 years, allowing the agency the opportunity to stretch and grow. Awards for
- 27 this grant will be announced in September 2018. It will be a long shot, but a
- 28 very strong proposal was submitted. Discussion followed.
- 29 ● Programs
- 30 ○ Home-Delivered Meal (HDM) Operational Change – D. Wishart reported
- 31 that the agency did not renew its contract with Otsego County Bus System
- 32 for its HDM deliveries. Clients will, instead, receive their meals from a new
- 33 service, effective this past Monday. Rachel Frisch, from the county, and Tim
- 34 Cherwinski, from the Bus System, were very helpful with the transition.
- 35 ○ Home Delivered Meals – D. Gehman reported the following:
- 36 ▪ He presented an analysis of last year’s HDM delivery cost from the Bus
- 37 System. The contracted meal delivery charge was about \$1.50 per meal.
- 38 ▪ The OCCOA recently received a proposal from Alpine Taxi, whose
- 39 savings could not be ignored and which will result in a considerable
- 40 savings for the agency, for a delivery charge of \$1.00 per meal. So far,
- 41 they are doing a good job. Discussion followed.
- 42 ○ Congregate Meals – D. Gehman presented a chart that outlined the trends for
- 43 Congregate Meals and the Dining Out Programs for the past few years.
- 44 ▪ On the national level, forecasts predicted that congregate meals at meal
- 45 sites were on their way out. Participation at the agency’s Gaylord

1 Congregate Meal Site tends to fall off in the winter months and pick back
2 up in the summer months. Overall, attendance has been holding steady
3 and the number of meals served are higher than the previous year.

- 4 ■ Similarly, BJ's Dining Out Program is busy in the summer and falls off in
5 the winter. The number of clients has been increasing, with over 500
6 unduplicated clients participating last year. The numbers of meals eaten
7 there has also increased.
- 8 ■ Numbers at the Johannesburg Congregate Meal Site are staying fairly
9 steady, despite the death of a couple of clients, recently.
- 10 ■ Attendance at the Dining Out Program at the Mill Street Diner is
11 declining with only 3-4 people attending per day. Discussion followed.
- 12 ■ In summary, the Gaylord Meal Site is not getting a lot of new people in,
13 but those who come eat there regularly, whereas at BJ's more people are
14 trying it and the number of meals they eat are rising. There is also a fair
15 amount of client overlap between the two programs. Discussion followed.

- 16 ● Staff – The agency always strives to raise benchmarks and provide training for
17 the staff's personal and professional growth.
 - 18 ○ Masters in Social Work (MSW) – The OCCOA is celebrating that Advocacy
19 Assistant Coordinator and MMAP Counselor Sarah Skowronski will
20 graduate on May 4, 2018, from MSU with a Masters in Social Work.
 - 21 ○ Professional Licensing – The agency is celebrating that it has staff with great
22 credentials. Years ago, the agency did not have a nurse on staff. OCCOA
23 Medical Resources Coordinator Pamela Carlson is a registered nurse who has
24 been on staff for many years. This makes a difference. The agency also has
25 two LPNs, Evie Riozzi and Diana Fix.
 - 26 ○ Mental Health and Aging – On May 15-16, 2018, the Advocacy Team will
27 be heading off to the Mental Health and Aging Conference to learn more and
28 increase their skills.
 - 29 ○ Leadership Otsego County – Healthy Aging Activities Coordinator Amanda
30 Dobrzelewski, CTRS will graduate from Leadership Otsego County
31 Leadership on June 5, 2018. She has enjoyed the program very much and
32 learned a lot. This experience has helped her to feel more connected to our
33 community.
- 34 ● Program Spotlight – Board members received flyers for Matter of Balance,
35 Creating Confident Caregivers, Walk Michigan, Healthy Habits, Yoga 45, and
36 Exploring the World of Technology. D. Wishart briefly described each program
37 and invited board members to post the flyers to help promote the programs.
 - 38 ○ Tax Assistance – E. Godek reported that four more tax clinics will be held,
39 including one today. In total, she expects the program will serve over 300
40 clients. Since the last board meeting, an additional volunteer has been added,
41 bringing the number of IRS VITA Program-certified preparers up to six.
42 They are a good group of volunteers. A final report will be available at the
43 next board meeting.
 - 44 ○ Other

- 1 ▪ D. Wishart asked board members to save the date for the Senior Expo,
2 which will be held September 5, 2018, at the Otsego County Sportsplex.
3 The agency has participated in Planning Committee meetings and will be
4 helping, again, with a speakers' bureau, which was a new event last year.
5 The agency will also assist, again, with activity sessions.
- 6 ▪ The OCCOA is also supporting the History Matters Program in Otsego
7 County. The agency will provide some funding and S. Skowronski has
8 volunteered to be one of the history detectives. There will be ongoing
9 events and Phil Alexander is doing an amazing job, through the Otsego
10 County Historical Society, on launching that program.

- 11 • Clients

- 12 ○ Person-Centered Care – Every client's needs are different. The agency's staff
13 continues to stretch itself to provide this.
- 14 ○ Faith-Based Communities – The agency also stretches itself to support faith-
15 based communities because these are very important to clients and a lot of
16 times there can be collaborative efforts made toward quality-of-life issues.
- 17 ○ Other –Some memorial donations have come in on behalf of a client who
18 recently passed away. We make a difference. We are out there helping and
19 caring. She thanked the board for making a difference and for their
20 commitment to their board work.
- 21 ○ D. Johnson noted that A. Dobrzelewski has attended a couple of the Otsego
22 County Parks and Recreation board meetings and has represented the agency
23 well.

25 **Other**

- 26 • The AAA Region 9 will be hosting the Caregiver Empowerment & Wellness
27 Conference at the Diocese of Gaylord on Tuesday, April 24, 2018 from 9 a.m. to
28 3 p.m. Board members are encouraged to attend. The agency will be having a
29 booth to promote its programs on caregiving.

31 **Adjournment**

32 The April 11, 2018 Otsego County Commission on Aging Board of Directors meeting
33 was adjourned at 10:44 a.m. by M. Sanders. The next meeting is scheduled at the
34 University Center on Wednesday, June 13, 2018, at 9 a.m.

35
36 *Eileen K. Godek*

37
38 Eileen K. Godek
39 Recorder