

**TRI-COUNTY AGING CONSORTIUM**  
**ADMINISTRATIVE BOARD MEETING**

**Minutes**

*June 15, 2020 3:30pm*

***Note: Meeting held remotely via Zoom***

**Members Present:** Ken Mitchell, Chair Adam Hussain-Vice-Chair Chris Swope  
Bryan Crenshaw Blake Mulder Dwight Washington  
Robin Naeyaert Patricia Spitzley Jeanne Pearl-Wright

**Members Absent:** Matt Bowen

**Staff:** Marion Owen Kirsten Laing Kate Long  
Joe Reeves Tammy Lemmer Tom Smith  
Carl Buonodono Andrea Radel Casey Cooper  
Robin Webb

**Guests:** Becky Payne-Field Rep, Aging and Adult Services Agency, MDHHS

**Item #1. Call to Order:**

K. Mitchell called the meeting to order at 3:35 p.m.

**Item #2. Introductions**

**Item #3 Approval of the Agenda:**

Motion by J. Pearl-Wright supported by B. Mulder to accept and approve the Agenda.  
**Motion carried.**

**Item #4. Minutes of May 18, 2020 Meeting:**

Motion by A. Hussain, supported by J. Pearl-Wright to accept the minutes for May 2020. **Motion carried.**

**Item #5. Public Comment: N/A**

**Item #6. TCOA COVID-19 Preparedness and Response Plan:** M. Owen presented the TCOA Preparedness and Response Plan highlighting the return to work plan on June 29, 2020 and provisions being made, 12-page plan, included in the Board packet for review. Motion by B. Mulder supported by J. Pearl-Wright for accept the COVID-19 Preparedness and Response Plan. **Motion carried by role call.**

**I. COVID-19 UPDATE:**

As covered in the May report, meals and services are being delivered. There has been a marked increase in meals due to serving more older adults due to their staying at home situation. Crisis calls as well as Information and Referral calls have increased. Some Evidence Based wellness programs such Diabetes PATH, chronic Pain PATH and Powerful Tools for

Caregivers have continued through ZOOM and have great attendance. Produce boxes are being delivered weekly and are well received by older adults. We have provided almost 100,000 items of PPE to home care agencies, adult foster care and volunteers. Volunteers continue to provide wellness/friendly visiting calls to 2,000 older adults weekly and also deliver meals.

The draft TCOA COVID-19 Plan was reviewed and approved by the Board. Staff consulted and reviewed many documents and other organization plans to develop this plan. Special appreciation to the Clinton and Ingham County Plans and the Mid-Michigan District Health Department COVID-19 Workplace Toolkit.

### **II. Direct Care Worker Increase:**

MDHHS has revised the capitation reimbursement payments to MI Choice programs (Project Choices at TCOA) to cover a \$2 an hour increase to direct care workers of home care agencies. This is only for April through June. However, the Senate has a bill to increase the pay to \$3 an hour to be effective through September 30. MDHHS Medicaid staff and leaders of the Senate are working on a final plan. In the meantime, TCOA has applied the \$2.00 an hour increases to the rates we pay for in-home services such as personal care and respite services. We hope that the increase will remain into next year as wage increases have been needed for several years in order to maintain a quality workforce so critical to enabling people to remain independent.

### **III. Ingham County Senior Millage:**

The Ingham County Senior Millage, “Ingham County Elder Persons Millage” will be on the ballot on August 4. A committee has been formed consisting of interested citizens supporting the millage. TCOA consulted Peter Cohl to ensure that we are and will be following the Michigan Campaign Finance Act. TCOA is allowed to provide educational materials relative to older adult needs, demographics and other materials but cannot endorse, publicly support or advise voters how to vote, all very understanding.

**Item #7. MI Choice Compliance FY19 Update-** K. Laing gave an update on MI Choice Compliance Activities for FY19. TCOA is committed to the detection, prevention, investigation, and correction of potential health care fraud, waste and abuse. Through tips and grievances, data mining, and provider audits, \$2,198.06 was collected in over-payments from providers. Several staff member make up the Compliance Committee, including Project Choice Director, Contracts Manager, Reimbursement Manager, Quality Manager, Nursing Supervisor, and Social Work Supervisor.

### **Item #8. Planning, Advocacy & Development:**

**A. Annual Implementation Plan FY 2021 Draft-** K. Long presented the Annual Implementation Plan FY 2021 draft. The plan is actually an amendment to the FY 2020 Plan due to the COVID-19 pandemic. AASA ( Aging and Adult Services Agency) has reduced some of the requirements. The plan will be submitted to AASA for review and the Michigan Commission on Services to the Aging later in June for approval. Motion by B. Crenshaw, supported by R. Naeyaert to approve the Annual Implementation Plan FY 2021 draft. Motion carried by role call.

**B. 2<sup>nd</sup> Quarter Service Report-**K. Long presented the 2<sup>nd</sup> Quarter Service Report, highlighting page 4, I & A calls increased 13% with additional rows under minority to account for reported and unreported race and ethnicity.

**C. Grocery Shopping Program-**C. Cooper gave an update on the Grocery Shopping program, with 50 people receiving groceries by volunteers. An additional 60 clients received other items such as toilet paper and personal protection equipment (PPE's). A total of \$1,200.00 spent on these types of items.

**D. Fundraising Update-** C. Cooper gave an update on the Annual Golf Outing being held on August 25th, 2020. The planning committee will meet June 22 to set protocols and requirement for the upcoming event. The Spring mailing has raised \$34,000, not including a single \$10,000 donation and a single \$25,000 donation.

**Item #9. Nutrition Program Updates:**

**A. Q-boxes and Produce Boxes-** C. Buonodono gave an update on the Q-Produce Boxes, congregate and home delivered meals. Meals are provided the homeless individuals who are being put up in hotels. Produce boxes are well received as well as the Q-boxes. Additional 150 Q- boxes were delivered. Project Fresh coupons totaling \$20 to use at the farmers markets for fresh fruit and vegetables are being distributed. Distribution will primarily be done over the phone, with little contact. Nutrition department is in the process of purchasing a new van, 2020 Chevy Express 2500, similar to the vans we currently have, replacing Van#8. Funds used to purchase the van are from Grainger and the Lansing Rotary Club, as well as FFI.

**Item #10. Finance:**

**A. Financial Report April-** J. Reeves presented the April financial reports. Motion by B. Mulder, supported by B. Crenshaw to accept the April reports. (see exhibit 10.A.1-10.A.16).

**Item #11. General Check Ledger Resolution:**

**A. April**

**B. May-** Motion by Jeanne Pearl-Wright, supported by R. Naeyaert to accept the check ledger resolution. Motion carried by a role call.

**NEXT MEETING: July 20<sup>th</sup> at 3:30 pm**