

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

Minutes

June 21, 2021 3:30 pm

Note: Meeting held remotely via Zoom

Members Present: Ken Mitchell, Chair Jeanne Pearl-Wright Blake Mulder
Dwight Washington Bryan Crenshaw Mark Mudry

Members Absent: Patricia Spitzley Chris Swope Adam Hussain- Vice Chair
Jessy Gregg Randy Schafer

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

Guests: Becky Payne-Field Rep, Aging and Adult Services Agency, MDHHS
Gloria Kovnot-Advisory Council member

Item #1. Call to Order:

K. Mitchell called the meeting to order at 3:32 pm

Item #2. Introductions:

Item #3. Approval of the Agenda:

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

Item #4. Minutes of May 1, 2021 Meeting:

Motion by B. Crenshaw, supported by J. Pearl-Wright to accept the minutes for May 2021. **Motion carried.**

Item #5. Public Comment:

Becky Payne reported the results of their Assessment Report conducted with Tom Smith, of his monitoring visit of a provider, and we were in compliance. AASA will meet with staff then complete their report. Also, that the State is reviewing information on cooling centers for the upcoming summer.

Gloria Kovnot, representing the Advisory Council, read an article that she published in the Lansing State Journal praising the great work of TCOA and local governments for their efforts in helping the most vulnerable and expanding services for this mission through the Ingham County Millage.

Item #6. Directors Report:

- The CDC has announced new guidelines. Elizabeth Hertel, MDHHS Director has lifted several requirements dealing with gatherings and masks. However, as we deal with the most vulnerable population, we are waiting to hear clarification from MDHHS and AASA.
- TCOA has a staff committee that review and discuss current COVID-19 related policies. In discussing the new recommendation, the committee has decided to keep our current policy for the time being. This policy mandates that masks are to be worn in the office.
- There is a return to work directive and for TCOA this will be done in phases as we have planned. There are scheduled days for each employee to keep the total number of employees in the office at the same time low.
- Staff working one on one with clients will, at minimum, be wearing masks and social distancing for the following reasons:
 - Some clients are medically unable to have the vaccine.
 - There is the risk of contracting the virus even though they have been vaccinated
 - The client requests that a staff person be vaccinated to enter their home.
- Calls for vaccine information and to get assistance have dramatically decreased. All three counties are exceeding most other counties in the percentage of 65 plus, approximately 80%, who have at least received their initial vaccination. TCOA has assisted over 900 persons with securing tax assistance.

II. Other:

- The state legislature is in the process of allocating funds from the federal Covid relief act, with additional funds for home delivered meals, in-home services and other community-based programs.
- Gloria Kovnot representing our Advisory Council is here. She recently won the Michigan Senior Citizen of the Year. Her accomplishments are establishing the senior commission in Delta Township, building an outdoor exercise park for seniors at Sharp Park and has volunteered to help with many events and initiatives to improve the lives of seniors.
- Becky Payne, our AASA Field Representative has conducted AASA's annual assessment review for our provider monitoring visit, completed by our Contract Manager, Tom Smith. TCOA is in compliance with all applicable operating standards.

Item #7. MDHHS Provider Screening Information Collection Tool

J. Reeves gave an update on the MDHHS Provider Screening Information Collection Tool with input from Kirsten Laing, the Project Choice Director.

Item #8. Human Resources

A. Telecommuting Policy

Andrea Radel, Human Resource Director, gave an update on our Telecommuting Policy as we are transitioning the staff back to the office. Motion by B. Crenshaw, supported by J. Pearl-Wright to accept the Telecommuting Policy to file. **Motion carried.**

Item #9. Planning, Advocacy & Development:

A. FY 22 Annual Implementation Plan:

K. Long presented the FY 22 Annual Implementation Plan. It will be submitted to the local Government Entities and submitted to AASA to present to the Commission on Services to the Aging for approval.

B. Golf Outing update:

C. Cooper gave an update on the Annual Golf Outing held on June 9th at the Forest Akers Golf West. Increase in golfer, sponsorships, the auction, and increase in proceeds from \$34,600 last year to \$41,500 this year.

Item #10. Finance:

A. April 2021 Financial Report:

J. Reeves presented the April 2021 Financial Reports. Motion by B. Mulder supported by J. Pearl-Wright to accept the April 2021 Financial Reports. (see exhibit 9.1-9.18). **Motion carried**

Item #11. General Check Ledger Resolution:

A. May:

Motion by J. Pearl- Wright, supported by B. Mulder to accept May check ledger resolutions. **Motion carried.**

Meeting Adjourned at 4:29 pm

NEXT MEETING: July 19th, 2021 3:30 pm