

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

**Minutes**

*November 20, 2023, 3:30 pm*

**Members Present:**

Patricia Spitzley, Chair	Ryan Kost	Jeanne Pearl-Wright
Bob Peña	Monica Schafer	Lucianna Solis
Chris Swope	Dwight Washington	

**Members Absent:**

John Andrews	Irene Cahill	Noel Garcia, Jr.
Mark Mudry	Blake Mulder	

**Staff:**

Carl Buonodono	Casey Cooper	Kirsten Laing
Andrea Radel	Joe Reeves	Kendra Voelz

**Guest:**

Annette Gamez – Bureau of Aging, Community Living, and Supports (ACLS Bureau), Field Representative  
Lucy Maillette – Advisory Council, Ingham County representative

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

P. Spitzley called the meeting to order at 3:30 pm.

**Item #2. Introductions:**

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

P. Spitzley noted a revision to the agenda. C. Swope, supported by J. Pearl-Wright to accept and approve the revised agenda. **Motion carried.**

**Item #4. Minutes of October 16, 2023 Meeting:**

C. Swope, supported by D. Washington to accept the minutes for the October 16, 2023, meeting. **Motion carried.**

**Item #5. Public Comment:** No comment.

**Item #6. 2024 Meeting Schedule:**

C. Swope, supported by J. Pearl-Wright to approve the 2024 Meeting Schedule. **Motion carried.**

**Item #7. Directors Report:**

A Radel reported that the Federal government is still operating under a continuing resolution (CR) which was extended last week. The CR funds four appropriation bills through January 19, 2024 and eight appropriation bills through February 2, 2024.

At their October meeting, the Commission on Services to the Aging (CSA) approved the one-time allocation of \$5 million to AAAs to establish Caregiver Resource Centers (CRCs) statewide. TCOA will receive approximately \$196,000. For now, we plan to work on one-time activities to enhance already existing caregiver supportive services/resources and develop more robust marketing to reach more caregivers.

The AAA's applaud Governor Whitmer's designation of November as Family Caregiver Month in Michigan. In Michigan, the number of families and informal caregivers is an important public policy priority as the Michigan population ages and the direct care workforce continues to shrink.

In June 2023, it was reported that MSU School of Social Work was submitting an application for funding through Michigan Health Endowment Fund, Healthy Aging Initiative grant. The application was approved and will be funded for the period January 2024 – June 2025. The primary focus of the project will be to improve the health and quality of life for older adults and caregivers living in rural areas across Michigan.

On November 7<sup>th</sup> and 8<sup>th</sup>, TCOA staff and a few Administrative Board members attended the Area Agencies on Aging (4AM) Annual Conference. Thank you to Irene, Jeanne, and Monica for your attendance.

On Thursday, November 16<sup>th</sup>, surrounded by our community of supporters, participants, staff, and volunteers, we enjoyed a great evening at the 38<sup>th</sup> Annual Dinner and Auction. A special thank you to Casey Cooper, her staff, and the planning committee for all their hard work leading up to the night of the event. A special thank you also goes out to current Board members Bob and Jeanne as well as former Board Chairperson, Ken Mitchell, that were there to support TCOA.

**Item #8. Community Engagement and Planning Report:**

C. Cooper gave a preliminary report on TCOA's 38<sup>th</sup> Annual Dinner and Auction that occurred on Thursday, November 16 at the Kellogg Hotel and Conference Center. Final numbers will be shared in January. The Silent Auction raised \$55 more than last year, even though there were fewer baskets than previous years. Largely the amount of money raised is similar to previous years; 2022 being an unusual year with a higher amount raised.

**Item #9. Project Choices Report:**

K. Laing provided an update on the total participants and wait lists, as follows:  
Case Coordination (including Ingham County Elder Services Millage) – 133 traditional and 150 Ingham County Elder Services Millage participants.  
The Case Coordination wait list – 83  
Care Management – 94 participants  
MI Choice Waiver – 878 participants enrolled, 16 applicants are in a Nursing Home and developing transition plans and another 89 are being served by our Supports Coordinators. The MI Choice Waiver wait list – 255.

K. Laing then noted that the wait list changes throughout the month, as individuals get added and removed throughout the month. The wait list information is a snapshot in time.

K. Laing then provided an update on the MI Choice application renewal that will go into effect on 12/1/2023 and Electronic Visit Verification (EVV).

**Item #10. Nutrition Report:**

C. Buonodono provided an update on the total participants and wait lists, as follows:

Home Delivered Meals – 1,190 participants. No wait list.

Carry Out Meals – 103 participants. No wait list.

Congregate Dining – 739 participants. No wait list.

C. Buonodono then shared that with the sustained increase in the cost of providing services to TCOA's participants, the Nutrition Staff have been working hard throughout the year to make some expense reducing changes that will have little to no impact on participants.

**Item #11. Human Resources Report:**

**A. In Lieu of Medical Health Insurance Resolution**

B. Peña, supported by J. Pearl-Wright to accept the Resolution.

**Motion carried.**

**B. Employee Handbook Revision**

C. Swope, supported by B. Peña to approve the Employee Handbook revision.

**Motion carried.**

**Item #12. Finance Report:**

**A. September 2023 Preliminary Financial Report**

The September 2023 Preliminary Financial Report was placed on file.

**Item #13. General Check Ledger Resolution:**

**A. October 2023**

D. Washington, supported by C. Swope to approve the October 2023 Check Ledger. **Motion carried.**

**Meeting Adjourned at 4:25 PM**  
**Next meeting January 16, 2024, at 3:30 PM**