

BOARD OF DIRECTORS

MINUTES

AREA AGENCY ON AGING OF WESTERN MICHIGAN

March 1, 2023

Area Agency on Aging of Western Michigan Office  
3215 Eaglecrest Drive NE, Grand Rapids MI 49525

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| UNIT OF GOVERNMENT | MEMBERS PRESENT                | MEMBERS ABSENT               |
|--------------------|--------------------------------|------------------------------|
| ALLEGAN COUNTY     | Mark DeYoung<br>Stuart Peet    |                              |
| GRAND RAPIDS, CITY | Lisa Knight<br>Jane DeVries    |                              |
| IONIA COUNTY       |                                | Larry Tiejema                |
| KENT COUNTY        | Carol Hennessy                 | Nancy Nielsen                |
| LAKE COUNTY        | Marilyn Burns                  | Kristine Raymond             |
| MASON COUNTY       | Ron Bacon                      | Kim Halladay                 |
| MECOSTA COUNTY     | Sharon Bongard<br>Bill Routley |                              |
| MONTCALM COUNTY    | Ron Baker<br>Chuck Hazekamp    |                              |
| NEWAYGO COUNTY     |                                | Kenneth DeLaat               |
| OSCEOLA COUNTY     |                                | Tim Michell<br>Dawn Montague |

**Staff Present:** Kendrick Heinlein, Vince Lambert, Holly Williams, Suzanne Filby-Clark, Sheri Harris, Emily Armstrong, Liz Barnett, Margie Pettit, Jessica Torpey

**Guests Present:** None.

**I. Roll Call and Agenda Approval**

Chair Bill Routley called the meeting to order at 1:32 pm.

Ron Bacon moved and Chuck Hazekamp seconded the approval of the Agenda. Motion carried.

**II. Minutes of the November 28, 2022 Meetings**

Chuck Hazekamp moved and Sharon Bongard seconded the motion to approve the November 28, 2022 Minutes. Motion carried.

**III. Foundation Reports**

Kendrick provided background to this section of the agenda. The purpose of this area on each report is to give the Board more information on why staff are presenting what they are presenting and give a better understanding to what AAAMM does from a staff and service perspective so the BOD has as much information as possible to provide guidance.

**IV. Mission Moment**

Life Therapeutic Solutions, Inc. from Allegan County was highlighted via video. No questions from the Board but they expressed their thanks for sharing this partner with them.

**V. Reports**

**A. Advisory Council Report**

Sheri Harris, Advisory Council Chair, gave a report of the January and February 2023 meetings. January's topic was around funding streams and was presented by Morgan Lambert. February's topic, MI Choice Waiver and Care Management was presented by Suzanne Filby-Clark. January advocacy efforts saw success with Commissioners Brinks, Outman and Bumstead voting down SB 597 and 598 which would have taken away local control of Community Mental Health decision making. February's advocacy efforts are focused around strengthening the MI Choice program by leaning on the AAAMM network, expanding OAA services and addressing barriers to equitable access to home and community-based services. The Advisory Council will be sending out the Advisory Priorities to all legislatures in our footprint. No questions from the BOD.

**B. Financial Reports**

Vince Lambert, Finance Director, reviewed the Report on Financial Assessments of Service Partners FY2022 Cycle.

Report 5 – Summary Expense Report – the Operating Expenses budget line reflects 31.73% YTD which is great news. Keeping in mind the OAA and KCSM lines run one month behind, they are both tracking on par for what Finance projected.

All agency investments were moved to Legacy Trust, a local investment company. The relationship is going great, having the investments consolidated in one place is helpful and the Finance team is very happy with how it is going.

Vince fielded questions from the Board regarding how cash flow was-he reassured them it's going great as of now.

### **C. Marketing Update and Background on AAAWM**

Emily Armstrong and Liz Barnett gave a joint overview of how their positions work together to get the word out about AAAWM and all that the agency does. Liz is seen as the face of the agency-going out into the community and giving presentations to anyone who will listen-and Emily organizes our messaging behind the scenes. Liz shared the "Staircase Analogy" of our services including foundational services, protective services and railing services. Emily touched on the monthly *Age Your Way* video series that recently launched.

### **D. Human Resources Report**

Holly Williams, Director of Human Resources reviewed the Conflict-of-Interest Agreement and the Fraud Policy with the Executive Committee. These documents will be reviewed and signed annually by the BOD. Holly and Bill Routley shared information on the Relias training videos that will be assigned to the Board (HIPPA: Basics and Recognizing and Overcoming Unconscious Bias). With limited seats, two to three Board members will have access at a time to the modules. Jackie Nguyen, HR Assistant, will be sending out emails to the Board with details and instructions. No questions from the Board.

### **E. Executive Director's Report**

Kendrick Heinlein, Executive Director opened his report by welcoming the new Board members from each county. He encouraged the Board to ask questions if they don't understand the things staff are presenting to them during meetings so we can better empower them to be an advocate for the agency. He covered the following topics in his report:

Meeting Dates for 2023-He encouraged the Board to reconvene in September for next year's meeting dates. The break from December-February is a bit long to not hold a meeting. He's not suggesting they add more meetings, just consider shifting around the meeting months they don't meet for. Kendrick also highlighted the Annual Meeting to give general background on the meeting. When lunch will be provided for the BOD, it will be noted in the Board packet that goes out each month.

**Action Item:** Chuck Hazekamp made a motion to move to a closed session, seconded by Ron Bacon. Motion carried.

Joint Venture-AAAWM is proposing a joint venture with Region 4 & 14 to look into Medicare funding and HMO options. PowerPoint presentation was given during meeting and discussion was had around this topic. Kendrick and Suzanne facilitated the discussion and answered questions from the Board.

**Action Item:** Ron Bacon made a motion to allow AAAWM to participate in a joint venture with Regions 4 and 14 to look at Medicare funding. This will require a cash

contribution over the next two years and AAAWM to look at grand funding to create and support a Primary at Home Project. Carol Hennessy seconded and the others approved the motion. Motion carried.

**Action Item:** Ron Bacon made a motion to return to an open meeting. Carol Hennessy seconded. Motion Carried.


#### IV. Other

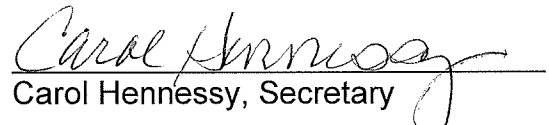
**A. Bureau of Aging, Community Living and Supports Comments:**

**B. Committee Comments:**

**C. Public Comments:** None.

**D. Next Meeting Date:** Chair Bill Routley stated the next Board of Directors meeting will be on March 27, 2023 at the AAAWM Office Building. The meeting adjourned at 3:12 p.m.

  
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Jessica Torpey, Recorder

  
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Carol Hennessy, Secretary