# AgeWays Nonprofit Senior Services Board of Directors Meeting Friday, August 23,2024, 9:30 a.m. 29100 Northwestern Hwy., Ste. 400, Southfield, MI 48034

### **DRAFT Minutes**

Members Present: Ron Borngesser Thomas Matthews

Comm. Dawn Asper Tom Miree

Kelli Dobner Sue Anne Sweeney
Comm. Jay Gross Barbara Turner

Michelle Hodges Comm. Donald VanSyckel

Members Absent: Comm. Jorja Baldwin Sandra Hann

Comm. Charles Cavell Comm. Justin Hodge

Jeff Chang Marc Zwick

**Howard Collens** 

**Guests Present:** Cindy Albrecht - MDHHS – ACLS Bureau

Staff Present: Michael Karson, CEO Susan Miller

Taylor Clark Pam Moffitt

Virginia Fitzgerald Maggie Ouellette Laura Gruczelak Angie Rutterbush

Stephanie Hall Lori Smith Sarah Jacobs Kathleen Yanik

### Call to Order and Roll Call

Ron Borngesser called the meeting to order at 9:31 a.m.

Roll was called, and a quorum was present.

### Call to the Public

Cindy Albrecht - MDHHS - ACLS Bureau

The approval of AgeWays' mid-year budget was confirmed. The Agency's AIP was approved at the management level and will be sent to the commission in September.

### **Agenda Approval**

Action was requested to approve the agenda for the August 23, 2024, Board of Directors meeting.

It was moved by Comm. Don VanSyckel and supported by Comm. Dawn Asper to approve the agenda for the August 23, 2024, Board of Directors meeting. Motion carried unanimously.

# I. Minutes of Board of Directors Meeting, June 21, 2024

Action was requested to approve the minutes of June 21,2024, Board of Directors meeting.

It was moved by Barbara Turner and supported by Michelle Hodges to approve the minutes for the June 21, 2024, Board of Directors meeting. Motion carried unanimously.

Minutes cannot be created for the April 26, 2024, Board of Directors meeting, as the recording of the meeting was destroyed prior to transcription taking place.

# Minutes of Advisory Council Meeting, April 21, 2024

Action was requested to accept and file the minutes of April 21,2024, Advisory Council meeting.

It was moved by Sue Anne Sweeney and supported by Michelle Hodges to accept and file the minutes for the April 21, 2024, Advisory Council meeting. Motion carried unanimously.

### II. Executive Summary

Presenter: Michael Karson, Chief Executive Officer

Information on the following topics was shared:

- MI Choice
- Dual-eligible Special Needs Program (DSNP)
- Internal Audit Controls
- Building Rental
- Staff Picnic and Holiday Party

### **III.** Executive Committee Report

Presenter: Ron Borngesser, First Vice Chair

The topics presented in the Executive Summary were said to be those discussed at the Executive Committee meeting on July 31, 2024.

Action was requested to accept and file the Executive Committee Report.

It was moved by Dawn Asper and supported by Comm. Don VanSyckel to accept and file the Executive Committee Report. Motion carried unanimously.

## IV. Compliance Committee Report

Presenter: Sarah Jacobs, Compliance Officer

Information on the following topics was shared:

- Office of Inspector General (OIG) Compliance Program Audit
- Finalized Regulatory Compliance Committee Policy
- Two revisions to the MI Choice Compliance Program

Action was requested to approve the MI Choice Compliance Program revisions, as recommended by the Compliance Committee.

It was moved by Sue Anne Sweeney and supported by Michelle Hodges to approve the MI Choice Compliance Program revisions, as recommended by the Compliance Committee. Motion carried unanimously.

Board members were reminded of the need to complete the annual Compliance training and PSICT by the day of the meeting, August 23, 2024.

Action was requested to accept and file the Compliance Committee Report.

It was moved by Comm. Donald VanSyckel and supported by Comm. Jay Gross to accept and file the Compliance Committee Report. Motion carried unanimously.

Four additional documents were introduced, including two forms that needed to be completed before leaving the meeting, that were put in Board member meeting folders.

- Board Member Code of Ethics and Attestation form
- Conflict of Interest Policy and Conflict of Interest form

### V. Family Caregiver Connections Event and Media Update

Presenter: Kathleen Yanik, Director of Communications

Information on the following topics was shared:

- In-person event for family caregivers –
   "Family Caregiver Connections: Learn, Link & Lunch," Saturday, Oct 5, 2024, at the Suburban Collection Showplace's Legacy Ballroom in Novi
  - Members were encouraged to share the word about the event, consider attending, and consider volunteering.
- New communications campaign

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## VI. Finance Committee Report

Presenter: Laura Gruczelak, Chief Financial Officer

Information on the following topics was shared:

- 401(K) Audit
- Review of Fiscal Policy and Procedures
- June 2024 Financial Report
- FY 2025 Budget

Action was requested to accept and file the Finance Committee Report.

It was moved by Comm. Jay Gross and supported by Sue Anne Sweeney to accept and file the Finance Committee Report. Motion carried unanimously.

# VII. Member Information Exchange

Tom Matthews, older adult representative from Macomb County, updated the Board on the plan for researching and addressing social isolation that he submitted to Macomb County.

Comm. Dawn Asper shared examples of programs in Monroe County that address social isolation.

Barbara Turner, older adult representative from Monroe County, celebrated the renewal of the Monroe County millage that funds these programs.

### VIII. Adjournment

Ron Borngesser requested an action to adjourn the meeting.

It was moved by Comm. Donald VanSyckel and supported by Sue Anne Sweeney to adjourn the meeting. Motion carried unanimously. The meeting was adjourned at 10:58 p.m.

Respectfully submitted, Virginia Fitzgerald, Recorder		
Minutes approved as written:		
Ron Borngesser, First Vice Chair	 Date	

Next Board of Directors Meeting Friday, September 27, 2024, 9:30 a.m.