

**AgeWays Nonprofit Senior Services
Board of Directors Meeting
Friday, February 27, 2026, 9:30 a.m.
31700 Middlebelt., Ste. 220, Farmington Hills, MI 48334**

MINUTES

Members Present: Sandra Hann, Chairperson
Comm. Dawn Asper
Ron Borngesser
Howard Collens
Barbara Green-McKissack
Comm. Jay Gross
Michelle Hodges
Comm. Penny Luebs
Sue-Anne Sweeney
Barbara Turner
Comm. Donald VanSyckel

Members Absent: Kelli Dobner
John Erich
Comm. Caroline Sanders

Guests Present: Melissa Ahern, Yeo & Yeo

Staff Present: Michael Karson, CEO
Stephanie Carpenter
Brandon Charles
Julie Edgar
Virginia Fitzgerald
Laura Gruczelak
Alex Harrison
Sarah Jacobs
Robert Miller
Pamela Moffitt
Margaret Ouellette
Aimee Page
Kathryn Scharf
Lori Smith
Angie White
Kristin Wilson
Kathleen Yanik

Call to Order and Roll Call

Sandra Hann called the meeting to order at 9:30 a.m.
Roll was called, and a quorum was present.

Call to the Public

No members of the public stepped forward.

Agenda Approval

A copy of the agenda was provided to Directors, and action was requested to approve the agenda for the February 27, 2026, Board of Directors meeting.

ACTION: It was moved by Barbara Turner and supported by Barbara Green to approve the agenda for the February 27, 2026, Board of Directors meeting.
The motion passed unanimously.

AGENDA ITEMS

I. Minutes of the November 21, 2025, Board of Directors Meeting

A copy of the minutes was provided to Directors.

ACTION: It was moved by Ron Borngesser and supported by Commissioner Donald VanSyckel to approve the minutes for the November 21, 2025, Board of Directors meeting. The motion passed unanimously.

II. Minutes of the November 19, 2025, Advisory Council meeting

A copy of the minutes was provided to Directors.

ACTION: It was moved by Commissioner Penny Luebs and supported by Howard Collens to accept and file the minutes for the November 19, 2025, Advisory Council meeting. The motion passed unanimously.

Howard Collens asked if the agency had taken a position on the bills. Stephanie stated that the agency has not taken a position, saying typically the agency has shown support for such bills but does not take the lead as it is not an area of expertise of the agency.

III. Executive Summary

Presenter: Michael Karson, Chief Executive Officer

Michael discussed the following topics:

- Donation from Danish Old People's Home
- Henry Ford Care Transitions Partnership
- Strategic Plan
- Three New Efforts to Support Caregivers
 - The Relaunch of the Caregiver Respite Voucher Program
 - A Collaboration to Develop a Regional Caregiver Initiative
 - The MI Caregiver Connection Webpage
- Gift Card Distributions to Direct Care Workers and Supplemental Nutrition Program Recipients
- 2026 AgeWays Gala

IV. Executive Committee Report

Presenter: Sandra Hann, Board Chairperson

Sandra stated that the following topics were discussed at the Executive Committee meeting on January 21, 2026:

- The Electronic Medical Record
- A Nonprofit Partnership with Samaritas
- The Recruitment of New Board Members
- CEO Goals for 2026

- Board Member Roles and Responsibilities

Sue-Anne Sweeney asked if the Board could be informed of the CEO Goals for 2026 prior to its evaluation of the CEO in November, and Michael said he would share his goals at the April Board of Directors meeting.

ACTION: It was moved by Commissioner Donald VanSyckel and supported by Sue-Anne Sweeney to accept and file the Executive Committee Report. The motion passed unanimously.

V. Finance Committee Report

Presenters: Michelle Hodges, Finance Committee Chairperson
Marisa E. Aherns, Yeo & Yeo
Laura Gruczelak, CFO

Marisa Ahrens presented the audit of AgeWays' Financial Statements, stating that the agency received an "unmodified" opinion, the Single Audit report for FY25, stating that the agency is a low-risk auditee and no findings were reported, and the Governance Letter, stating that there were no comments or recommendations and all accounting estimates were found to be reasonable.

ACTION: It was moved by Ron Borngesser and supported by Commissioner Dawn Asper to approve the FY25 Audit results. The motion passed unanimously.

Laura presented the Financial Report for the 1st Quarter of FY26, reviewing the impact on FY25 results of additional payments received for the MI Choice program after the state supplemental budget passed, the balance sheet, the statement of revenues and expenses by program, the budget statement, and program enrollment. Laura shared that \$4.5 million was invested with PNC in mid-January and that a small gain was earned on the account, stating that first quarter statements will be reviewed with the Board in April.

In response to a question by Commissioner VanSyckel, Laura confirmed that payment for High SSP patients once approved would be retroactive. In response to questions by Commissioner Gross, Laura stated that the deadline for spending the HCBS grant money would not be extended, the agency could not claim expenses incurred prior to the issuance of the grant, and the money could only be used for work that is completed by May 31. The impact of staffing on MI Choice enrollment was discussed.

Laura explained the County Match Request for 2027.

ACTION: It was moved by Sue-Anne Sweeney and supported by Ron Borngesser to approve a 1.0% increase to the county administrative match request amounts for 2027. The motion passed unanimously.

Laura reported an incident of bank fraud that occurred due to a social engineering scam. Laura said that the agency had reported the incident to the bank and the FBI, and she described the policies the agency had in place to prevent such incidents and additional policies and controls put in place since.

ACTION: It was moved by Commissioner Dawn Asper and supported by Barbara Green-McKissack to accept and file the Finance Committee Report. The motion passed unanimously.

Sue-Anne Sweeney expressed the Board's appreciation to finance department staff for the outstanding audit results.

VI. Compliance Committee Report

Presenter: Sarah Jacobs, Chief Compliance Officer and Compliance Committee Chair

Sarah said that the agency had received "Met" scores on both of the reports it recently submitted to the Office of Inspector General (OIG) and that no feedback on the new Monthly Overpayment Reports has been received yet. Sarah shared that on March 15, 2026, the Compliance Program Audit, which concerns compliance policies and procedures, is due.

Sarah shared that there were no requests for fraud referrals or audits, no Medicaid Fraud Control Unit (MFCU) presentations to complete, and no attorney general or OIG investigative requests and that all staff who were not currently on leave were expected to have completed their annual Compliance training by the end of the day.

Sarah reported that in Q4 of FY25 there was \$6,512.58 in encounter adjustments and \$7,212.66 in overpayments were identified as needing correction.

ACTION: It was moved by Michelle Hodges and supported by Commissioner Donald VanSyckel to accept and file the Compliance Committee Report. The motion passed unanimously.

VII. Review of the Multiyear Plan (MYP) Process

Presenter: Katie Scharf, Planning and Grants Specialist

Katie provided a review of what the MYP is and what it contains and then reviewed the following steps in the Board's involvement with the plan:

- February Board Meeting – MYP Overview and Timeline presented.
- April Advisory Council Meeting and Board Meeting – Draft MYP presented, and feedback provided by Advisory Council and Board members.
- May 8, 2026, 11 a.m. – Public Hearing (Virtual Zoom Meeting)
 - Board members are encouraged to attend to hear direct feedback from citizens and community partners.
- Throughout May – Feedback may continue to be provided through mail, email, phone, etc., and staff incorporates feedback in final draft.

- June Board Meeting
 - Final Draft of MYP including public comment and consideration of feedback provided by Advisory Council and Board members presented
 - Board vote on approval of MYP

In response to questions from Board members, Kathleen Yanik shared the ways in which information on the public hearing of the MYP would be shared with AgeWays' communities. Katie noted that Planning department staff also attended the in-person hearings held by the State Unit on Aging to capture feedback that could be incorporated into the agency's plan and attend many community group meetings at which they can communicate that the plan is available and how feedback may be provided.

VIII. Tour of the New AgeWays Website

Presenter: Kathleen Yanik, Director of Communications and Outreach

Kathleen explained why the website was updated, shared the steps in the year-long process, and provided a tour of the new AgeWays website, focusing on the following:

- The Homepage
 - Silent looping video
 - Easy dropdown navigation
 - Easy-click tiles for key services
 - Online resource directory to search for specific services
 - Staff highlights
 - Accreditations and affiliations
- Key Features
 - All key services at-a-glance
 - On-page FAQ sections that also provide search engine optimization
 - Congregate meal locator map
 - Identification of and direct connection to user's elected representatives on advocacy page
 - Searchable online directory to connect user to community services
 - Career page highlighting employee benefits and culture

Kathleen ended by emphasizing the continued work that would be done to improve the website itself and the public's ability to find the website.

IX. 2025 Staff Gold Kudos Winner

Presenter: Angie White, Chief Human Resource Officer

Angie presented the 2025 Gold Kudos Winner, Service Coordinator Robert Miller to the Board, sharing highlights from his multiple Gold and Silver Kudos nomination letters and a letter from a participant's spouse expressing gratitude for his outstanding assistance.

X. Member Information Exchange

No members stepped forward.

Adjournment

Sandra Hann adjourned the meeting at 11:43 a.m.

Respectfully submitted, Virginia Fitzgerald, Recorder

Minutes approved as written:

Sandra Hann, Board Chairperson

Date

Next Board of Directors Meeting

Friday, April 24, 2026