

SENIOR MILLAGE ALLOCATION COMMITTEE (SMAC)

Friday, August 6, 2021 8am-9:30am

Welsey Hall, Albion College, 705 E. Michigan Avenue, Albion
Community Table Food Pantry & Food Distribution Site

MINUTES

1. Call to Order at 8:02am

- a. **Attending:** Commissioner Gary Tompkins, Michelle Hill, Art Kale, Richard Lindsey, Dominic Oo, Bob Lyng, Diane Peters, Jim Powers, Willie Tabb (8:09am)
- b. **Excused:** Yvonne Chapman, Jill Booth, Jake Smith, Tom Hunsdorfer

2. Consent: Approval of Agenda and July 9, 2021 Minutes

- a. Motion to accept agenda – **Powers & Lyng: Motion & Second. Voice vote taken. Motion carried.**

3. Introductions and Citizen's Comments

- a. **Staff:** Manager Helen Guzzo, Specialist Kate Turner, and Administrative Assistant Rebecca de Finta
- b. **Introductions:** Laura Ferrara, CEO, Senior Care Partners PACE; Lucy Blair, Communications Manager, Calhoun County; Luann Sommers, Executive Director, Forks Senior Center; Greg Allen, Core Volunteer, Talons Out Honor Flight; Dr. Mathew Johnson, President, Albion College; Kitty Knoll, Manager, Heritage Commons Senior Enrichment Center
- c. **Citizen's Comments:**
 1. Luann Sommers, Forks Senior Center: the reopening of Forks has gone smoothly, and masks will continue to be worn as we experience a fourth surge of COVID-19 cases
 2. Laura Ferrara, Senior Care Partners PACE: Senior Millage programs (Community Care Options, Fitness & Fun, Rural Health Education) are going well, the biggest challenge is within the Community Care Options program as home care agencies struggle to maintain adequate staff
 3. Greg Allen, Talons Out: two honor flights are planned for this fall and over 40 Calhoun County veterans have applied

4. Welcome to Albion College by Dr. Mathew Johnson, President, Albion College

Dr. Johnson welcomed SMAC to Albion College and spoke about upcoming veterans and food programming, food insecurity among students, continued work to rebuild/revitalize buildings along Michigan Ave via public-private partnership, and the college's goal of moving away from fossil fuels as much as possible in the next few years.

Calhoun County Senior Services

Mission: Enhance, promote, and ensure the availability of needed quality services for Calhoun County seniors through effective and efficient allocation of County Senior Millage resources.

Vision: Calhoun County Senior Millage - Funding choices for seniors, age 60 and over, while promoting health, safety, dignity, and independence

5. Welcome to the Albion Community Table

Rod Auton, the administrator for the Albion Health Care Alliance, shared that food distributions have been happening in Albion for several years, previously on a monthly basis. The past few years have seen an increase in demand, resulting in 250 boxes being distributed three times a month. Auton has found that there are quite a few food service providers in the greater Albion area, but those providers are lacking collaboration. Following the meeting, members were introduced to Ginny Garrison, the part-time staff person, and given a tour of the recently renovated food distribution space.

6. Presentation on the Calhoun County Broadband Task Force & Community Survey

Lucy Blair, communications manager for Calhoun County, spoke about the recently formed Broadband Task Force, an eleven-member volunteer group with a goal of getting every household in Calhoun County connected to high-speed, reliable internet by 2024. The group was born out of a grassroots effort led by Mac McCullough from the Willard Library in Battle Creek and has four strategic pillars: access, adoption, affordability, and literacy. Blair spoke about internet no longer being a luxury, but a needed utility for county residents of all ages and demographics. The group recently launched a survey to collect the data needed to properly assess the status of internet availability and usability in Calhoun County. Residents can go online, text, or call to request a paper copy. The survey will remain open until September 30th. Calhoun County is contracting with Aspen Wireless to complete a feasibility study and is encouraged by the current public-private partnership. SMAC members Art Kale, Commissioner Gary Tompkins, and Commissioner Jake Smith serve on this committee.

7. Reports

a. Budget Report

Manager Helen Guzzo reminded SMAC members that \$25,000 was added to the mini-grants budget at the July meeting, so there is room in the budget to approve the Talons Out mini-grant later in today's meeting. Guzzo is continuing to keep a close eye on spending and is working with programs to determine whether they will need to request supplemental funding or have funds to release. Due to COVID-19, \$400,000 went unspent in 2020. Guzzo shared that the Ramps program, operated by Senior Services of Southwest Michigan, may request additional supplemental funding to purchase metal ramps that can be used temporarily, whether as gap filling until a wooden ramp can be built or because the need is short-term. These ramps would be stored at Senior Services' headquarters in Kalamazoo but would only be used in Calhoun County.

b. Manager's Report

Please see Manager Helen Guzzo's report which was included in the meeting packet.

8. New Business

a. 2022 Contractual Spending Request for Proposals: Lindsey & Powers

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- i. **Senior Center Support, Marshall Area** **\$50,000**
- ii. **Money Management** **\$20,000**

Both contracts are for three years. Three to five SMAC members will be needed to serve on the RFP review subcommittee. **Lindsey & Powers: Motion & Second. Roll call vote taken. Motion carried, 9-0 with four excused.**

- b. **Talons Out Honor Flight: Mini-Grant Request** **\$5,000**

A \$5,000 mini-grant was approved by SMAC in 2020 but paid out of 2021 dollars in January of this year because there was no flight last year. Approving this mini-grant would bring SMAC's total contribution to \$10,000. **Kale & Lindsey: Motion & Second. Roll call vote taken. Motion carried, 9-0 with four excused.**

- c. **Revisions to the Community Care Options (CCO) Min. Service Standard for Family Caregiving support and education**

Laura Ferrara, CEO of Senior Care Partners PACE, shares that staff have seen an overwhelming demand for caregiver support-type services. Because home care agencies are struggling to maintain adequate staffing to fulfill their contractual obligations, this gives another avenue through which to spend Community Care Options dollars to creatively serve families. **Peters & Lyng: Motion & Second. Roll call vote taken. Motion carried, 9-0 with four excused.**

9. Upcoming:

- a. ***SMAC Strategic Planning, Friday, August 20, 2021, 9am-3:30am***
Miller Manor, 310 WahWahTaySee Way, Battle Creek, 49015
- b. ***Next SMAC Meeting: Friday, September 10, 2021, 8am-9:30am (2nd Friday due to Labor Day weekend), Garden Level Conference Room, Marshall County Building***
- c. ***Miles for Memories Fundraising Community Stroll, Saturday, September 25, 2021, 10am, Festival Market Square, Downtown Battle Creek***
- d. ***Calhoun County Walk to End Alzheimer's, Saturday, Oct. 2, 2021, Binder Park Zoo***

10. Adjournment at 9:16am

Respectfully submitted, Kate Turner

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To: Senior Millage Allocation Committee (SMAC)

CC: Jen Bomba, Brad Wilcox, Kelli Scott

From: *Helen H. Guzzo*

Helen Guzzo, Manager, Calhoun County Senior Services

Subject: Manager's Report: July 8– August 4, 2021

Date: August 4, 2021

Note: The August 6, 2021 SMAC meeting will be held in-person at the new Albion Community Table Food Distribution & Pantry site, Wesley Hall on the campus of Albion College, 705 E. Michigan Avenue, Albion

Parking is available on Bidwell Street, on the right side of the street. Wesley Hall is right across from the Albion United Methodist Church on E Michigan Ave. Rod Auton will be out greeting people as you arrive.

1. New Business

- a. 2022 Contractual Spending Request for Proposal (RFP)
 - i. Senior Center Support, Marshall Area \$50,000
 - ii. Money Management \$20,000

Recommendation: I recommend approval of these funding amounts for the upcoming Requests for Proposals. Because of the COVID Pandemic and the closure of the Senior Centers, CareWell Services did not apply for funding for the Marshall Area Senior Center in 2021, in the 2020 RFP process. SMAC just reallocated this funding for the Ramps for Accessibility program for 2021. This funding is intended for the operating of the senior center in Marshall and will be needed when the new Center opens. The Forks Senior Center in Albion has a similar contract for \$50,000 of annual support.

Money Management is a small program that provides a vital one-on-one serve to help seniors experiencing financial problems to have counseling and someone to help them pay bills extending the time they can continue to live independently.

Both of these contracts will be offered for three years. Please see the Senior Millage budget forecast spreadsheet to review the budgeting of these programs over time.

SMAC volunteers are needed, at least three and up to five, to serve on the Review Committee. The Review Panel and Scoring session will be held on Wednesday, September 15, 2021.

- b. Talons Out Honor Flight: Mini-Grant Request \$5,000

Greg Allen is a volunteer fundraiser and core team member for Talons Out. He is making the request for a mini grant. The group is planning a September 18th honor flight with at least 40 Calhoun County veterans participating. The 2020 flight was cancelled because of COVID. Talons Out received a SMAC mini grant in 2020 that I did not authorize payment of until January 2021 because of the flight cancellation. This approval is for a 2021 mini grant that will be paid immediately because of the upcoming flight.

Recommendation: All of the veterans from Calhoun County that participate are older than 60 and it is an honor to help provide this opportunity to visit the Washington, D.C. war memorials. I recommend approval. It costs \$500 per veteran to participate and each mini grant will sponsor 10 veterans to participate.

c. Revisions to the Community Care Options (CCO) Min. Service Standard for Family Caregiving support and education

Recommendation: I recommend approval to create more flexibility in the Community Care Options program to support older adults who are caring for a spouse or an elder parent. Family support and education are important tools for people with sometimes overwhelming responsibility for caregiving.

2. Centenarians of Calhoun County Project, a huge success!

Our debut and unveiling of the 24 interviews and pictures on **Friday, July 23** was a very successful special event with eight Centenarians and their families attending. We hosted about 125 people at the Marshall United Methodist Church with the Postal Museum bringing a historical display including a mail truck from the 1920s. Centenarian Geraldine Stubblefield, and her family, arrived in a pink stretch Hummer limousine. The antique display was a fun add to the event.

The press release for the event generated great buzz for the event. The Battle Creek SHOPPER and the Marshall Ad-Visor & Chronicle covered the event with nice articles. Senior Times featured an editorial about the project in the August edition, and will publish the Centenarian pictures and summaries in September.

Kate Turner and Rebecca de Finta turned out a project that we can all be proud of. Kate managed the interview process and wrote most of the summaries. Rebecca wrote and researched the life stories and then did the graphic art design of the project. Thank you to SMAC members who helped conduct interviews, it was an honor to meet and get to know our Centenarians. Thank you to Gary Tompkins for helping to host the unveiling event. Postcard invitations to the event were printed and mailed. This invitation was also published as an ad in area papers.

The GIS story map is an amazing addition to the project and Rebecca created a wonderful full color program that contains the Centenarians pictures and all the life stories. It is a very nice keepsake that allows one to read the summaries. We printed 300 of the programs and mailed one to each of the Centenarians. Since the interviews, two Centenarians have passed. I love the racial and geographic diversity of the project. Reading about all the historical places that the Centenarians have worked is part of living history, the Albion Malleable, the Sanitarium, Percy Jones hospital, the Kellogg Cereal plants, Clyde Union Pump and others.

In addition to being a celebration of aging, the project will help us to outreach into the community to spread the news about the programs funded by Senior Millage. We plan to take the project to area libraries and schools this fall. It will be on display at:

- 1) The Calhoun County Fair in Marshall in the Merchants Building, Aug. 15-21
- 2) The Calhoun County Visitor’s Bureau, part of their Cereal Heritage Display, August 24 – Sept. 15 in downtown Battle Creek
- 3) The Albion Festival of the Forks, Sept. 17-18
- 4) The Battle Creek Fall into the Arts event, October 15

Each Centenarian with their pictures and summary of their life story are being released each day for 24 days on Facebook. Rebecca has created another terrific feature to the project that is getting a lot of attention and shares. Rebecca will be creating an Instagram account for Senior Services and posting the pictures and life stories on this Social Media platform.

3. Social Work Intern Program – New intern, Julia Brandt, starts in August

Building off the successful experience last year with intern, Emily Batch, Calhoun County Senior Services has taken on a new Social Work BSW student, Julia Brandt. Julia is in her final year of her undergraduate studies at Western Michigan University. Julia will be paid \$12 per hour for her work with the County as a temporary employee. She will be trained as a MMAP counselor to help with Open Enrollment for Medicare Part D Prescription insurance. Julia is from Walled Lake in the Detroit area and has enjoyed working with many seniors as a paid Dog Walker. She might attend the August 20th Strategic Planning session and will attend the September SMAC meeting.

4. Senior Ambassador Volunteer Program

As discussed by SMAC during Strategic Planning for the last two years and a recommendation from the Social Isolation Prevention Task Force, Senior Services has initiated a volunteer Senior Ambassador program. An ad was placed in the papers for a few weeks and Kate attended Senior Fitness & Fun groups to recruit volunteers. On July 15th, Kate held the first training session. A second training session is scheduled for August 19. While our goal is to recruit a volunteer from each Township (19) and Cities (5), we have 14 volunteers representing 7 municipalities.

Area/Municipality	Name(s)
Ceresco	Janet Kolassa
City of Albion	Barbara Gladney, Juanita Solis-Kidder
City of Battle Creek	Marline Prather, Pat & Phil Raleigh, Cheryl Roberts
City of Marshall	Helen Starkey
Marengo Township	Maureen & David Reed
Marshall Township	Jeff & Kolleen Taylor, Susan Stuart
Newton Township	Sheila Austin



The initial group that attended the July 15 training! Off to a good start!

5. Insights from Mid-Year Reports from Senior Millage-funded vendors/programs.

Older adults, age 60 and over, continue to use Senior Millage funded services at a lower rate than in 2019, for the first six months of 2021 through June 30 – vendors have served 473 seniors less from this time in 2020. This is an improvement from April and May numbers, so hopefully we continue to make up lost ground.

Trending Downwards: Good news is that only Bed Bugs continues to trend downwards. Staff have brainstormed on potential marketing options. Bed Bugs will also be one of the feature presentations at the August Senior Ambassador training.

Of special concern is the slow recovery of ridership on Senior Transportation. Community Action’s Senior Transportation program is slowly seeing gains. Senior Transportation presented its van service at the All Vendor Meeting held on July 28th to encourage providers to make referrals and schedule the vans for special events for seniors.

Continuing to Trend Up: Community Care Options, Guardianship/Payee, Hearing, Legal Services, and Senior Fitness & Fun all continue to gain more seniors over last year’s numbers. PERS is also starting to trend upward.

Personal Emergency Response Systems (PERS) – CareWell Services is seeing growth in this program in terms of numbers served and the cost of the program. They warned that a waiting list might need to be formed later in the year. SMAC and I have committed to using fund balance to fund supplemental requests to prevent the forming of waiting lists. The cost of a landline PERS unit is \$12 per month and the cost of a cellular unit is \$31 per month. All new units are now cellular because they do not need a staff person to set them up, they are mailed to new recipients.

Benefits Counseling - Marketing and outreach efforts need to expand to rebuild the numbers served in this important program. All MMAP counseling during Open Enrollment was done over the phone in 2020. Rebecca and our new social work intern, Julia Brandt, are currently completing the training to be certified MMAP counselors for Open Enrollment, Oct. 15 – Dec. 7.

Guardian Finance and Advocacy, Inc. – Reported a sobering fact that during this past year, Guardian had 109 clients who tested positive for COVID with 23 passing away. The average age of those contracting the virus was 69.

Senior Fitness & Fun - As this program rebuilds, exercise classes were being offered at nine sites in July with three more sites opening in July. Classes have been well attended. In 2020, Senior Health Partners regularly called participants when gathering was prohibited.

Community Care Options – Senior Health Partners is having difficulty scheduling home care due to homecare agencies having staff shortages.

Rural Health Education - Tai Chi classes have started at 3 sites including 2 new sites in the past month. Support groups for both persons with Diabetes and Parkinson’s are scheduled to start in August. Additionally, a nutrition –focused class is being trialed in the Battle Creek area in cooperation with Bronson, with potential for being offered throughout the county by SHP staff.

6. Enrolling with the Michigan Department of Health & Human Services (MDHHS) to become a Navigator Partner

Navigation Partner

Organizations which aid residents in using MI Bridges, help residents identify and connect to resources, apply for benefits, and manage their ongoing cases. With MI Bridges comes new and enhanced ways to engage with the Michigan Department of Health & Human Services (MDHHS) and Michigan residents. MDHHS is seeking community partners to help spread the word about MI Bridges, connect with clients, and to assist applicants.

Taking the MDHHS training and having the ability to help older adults apply for SNAP benefits (food stamps) and check on/assist with Medicaid applications is a natural extension of the MMAP counseling program. This fall the staff will take the training necessary before Senior Services enrolls as a Navigation Partner.

7. Annual Assessments of Senior Millage-funded programs are being scheduled.

Guardian Finance & Advocacy – Guardian/Payee & Money Management: August 4, 2021

Senior Services of Southwest Michigan – Ramps, Bed Bug Remediation & Handy Helper: August 5, 2021

Fountain Clinic – Dental & Prescription: August 12, 2021

CareWell Services – Meals Program, Benefits Counseling, PERS, Hearing & Vision: Being Scheduled

Community Action – Senior Transportation, Minor Home Repair & Home Heating: Being Scheduled

Legal Services – Being Scheduled

Senior Health Partners – Community Care Options, Sr. Fitness & Fun, Rural Health Outreach: Being Scheduled.

Marian Burch Adult Day Care – Preparing to reopen soon.

Forks Senior Center reopened July 6th, 2021

8. Senior Services staff are engaged – in preparation for Strategic Planning, I wanted to review the groups that staff participate – some meet monthly, some bimonthly, and some quarterly.

Committees & Community Meetings Staff Regularly Attend	Helen	Kate	
Access to Care		X	
Albion Eggs & Issues	X		
Albion Health & Wellness Action Team		X	
Battle Creek Chamber's Eye Opener Breakfast	X		
Battle Creek Housing Commission	X		
Beyond the Cereal Bowl	X		
Calhoun County Emergency Response Coalition	X		
Calhoun County Board of Commission	X		
Calhoun County Connect/VA Stand Down Planning		X	
Calhoun County Homeless Coalition		X	
Calhoun Professionals in Aging Network	X	X	
CareWell Services Advisory Committee	X		
Dental Access to Care	X	X	
Department Head/Elected Officials	X		
Elder Abuse Prevention Community Coalition			
Heart of the Village	X		
Heritage Commons Steering Committee	X		
Homer All In	X		
Housing Rehab & Ramps Coordinating Committee	X		
Hunger Free Calhoun County		X	
Kalamazoo Professionals Focused on Aging		X	
Marshall What's Brewing		X	
Miles for Memories Leadership Cabinet	X		
Calhoun Population Health Alliance	X		
Senior Times Focus Group	X		
United Way Fundraising Campaign	X		
Village of Mill Creek Board Meeting	X		
Total	19	9	28 Total

Your Calhoun County Senior Services Staff:





Calhoun County Senior Services

Minimum Service Standard

SERVICE NAME: COMMUNITY CARE OPTIONS

DEFINITION: Community Care Options provides assessment and evaluation of needs, development of care plans, referral and linkage to community services and purchase of limited in-home services for seniors experiencing decline but not so frail as to be eligible for Long Term Care services such as PACE (Program for All-Inclusive Care of the Elderly), MI Choice Medicaid Waiver, Area Agency on Aging Care Management, or nursing home placement.

UNIT OF SERVICE: One unit of service equals one service delivered one and the cost of purchasing services for community care options recipients.

INCOME REQUIREMENT: Serves seniors of all incomes for assessment and development of care plan, linkage and referral to appropriate services, and home safety assessments, and caregiver supports providing enhanced education and caregiver self care plans and service referrals. For provision of ongoing in-home care or any other purchased service, serves people with a household income at or below 200% of poverty level as published annually in the Federal Register for the U.S. Department of Health & Human Services.

DESIRED OUTCOME: Using a person-centered approach, the primary outcome is to empower seniors to manage independently living in the community longer by providing good planning and a few critical less-intensive services that may help seniors remain safe, healthy, and provide a level of dignity by preventing further decline in their health and welfare.

MINIMUM SERVICE STANDARD:

A. Recipient Eligibility Criteria

In addition to recipient eligibility criteria contained in the “ALL SERVICES” standard, each program shall have written eligibility criteria that includes, at a minimum, the following:

1. Recipients must be able to perform activities of daily living in general but are beginning to experience decline in health or function as to require minimal, occasional assistance with basic home making and other supports to maintain their independence. Seniors needing daily/hands-on assistance to perform activities of daily living and personal care are not eligible for this service and should be referred to appropriate agencies delivering long term care services.
2. Types of services offered include:
 - a. Care plans
 - b. Homemaking services
 - c. Home safety assessment and limited purchase of products to improve safety such as grab bars or other items not covered by Medicare or other insurance.
 - d. Meal preparation
 - e. Shopping



Calhoun County Senior Services

Minimum Service Standard

SERVICE NAME: COMMUNITY CARE OPTIONS

- f. Bathing supports
- g. Personal care for no more than 2 visits – such as after a minor outpatient procedure where the recipient needs supervision and/or minimal assistance for a day or two and home care billable to insurance is not an option.
- h. Respite care for family caregivers
- i. Medication set up – maximum 2 visits per month for persons with vision or other impairment or low health literacy
- j. Referrals and assistance securing other community resources
- k. Assistance with problem solving and navigating complex systems to resolve issues
- l. Assistance creating Advance Care Planning documents (Power of Attorney for Health Care)
- l.m. Family caregiver support – caregiver assessment of needs, caregiver self-care planning and intervention, follow-up, and referrals for specific needs.

3. Services may be discontinued for the following reasons:

- a. Recipient experiences a decline in health that results in a need for more care than can be delivered through the program, referrals and assistance will be given to programs that can provide a higher level of care.
- b. Recipient is not at home at the scheduled time for service two times and failed to call provider and cancel service at least 24 hours prior to scheduled service.
- c. Recipient requests discontinuance of services.

4. Purchased services limited to maximum of \$2,200 per recipient per year.

B. Intake and Assessment

1. Intake: Conducted face-to-face or by phone and includes:
 - a. Name, address, telephone number of recipients
 - b. Date of birth
 - c. Diagnosed medical problem or disability
 - d. Perceived need for assistance
 - e. Monthly/Annual Income
 - f. Name and contact information of referral source if applicable

2. Assessment: Conducted in-home, face-to-face by a, by a qualified and licensed health professional. A qualified and licensed health professional may be a physician, registered nurse, licensed practical nurse, clinical social worker (Limited License Bachelor of Social Work, Limited License Master Social Worker, Licensed Bachelor Social Worker, or Licensed Master Social Worker), physician's assistant, nurse practitioner, licensed and limited licensed psychologist, physical therapist, respiratory



Calhoun County Senior Services Minimum Service Standard

SERVICE NAME: COMMUNITY CARE OPTIONS

therapist, occupational therapist or speech therapist. -The assessment will include at a minimum:

- a. Information collected during intake
- b. Other demographic information such as: gender, marital status, race/ethnicity.
- c. Functional status including vision, hearing, speech, oral status, prostheses, psychosocial functioning, limitations in activities of daily living, nutrition, medications (prescribed, over the counter and supplements) and other physician orders.
- d. Name and contact information of primary care physician
- e. Verification of proof of income
- f. Questions related to needs to determine if the individual's level of care needs are more appropriate for ~~CentraCare/PACE~~Senior Care Partners PACE, MI Choice Waiver, or CareWell Services' Case Management.
- g. Emergency Contact information
- h. Determination of services to be delivered based on participant's needs, funding limitations and appropriateness of the services.

1. Each recipient will be re-determined quarterly or as needed.
2. Surveys related to satisfaction with services will be conducted at six month intervals by phone and/or by mail.

B. Staffing/Supervision/Training

Intake staff must have adequate education, training and experience to perform intake. The Clinical Supervisor/RN will perform quality control functions to determine that services are delivered as scheduled and arranged for under the contract.

C. Service Plans and Records

Service plans are developed for each recipient and will include: the assessment of needs, listing of services to be delivered, either purchased or referral for other community services, start date for services to begin and date for re-determination.

D. Purchase of Supportive Services

1. The service provider will be required to develop and monitor a purchase of service system that includes monitoring of Purchase of Service vendors to assure compliance with Minimum Service Standards, and that services are delivered in accordance with the service plan.
2. Service providers shall receive reimbursement for the cost of purchasing services for recipients.