

# ALLEGAN COUNTY COMMISSION ON AGING



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*Chairperson: Larry Ladenburger*  
*Vice Chairperson: Rich Butler*

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## **COMMISSION ON AGING – MINUTES: August 21, 2024**

Chairperson Larry Ladenburger called the meeting to order at 9:07 A.M.

Pledge of Allegiance, Moment of Silent for Commissioner Dean Kapenga and Prayer led by Chairperson Larry Ladenburger, Roll call.

The Commission of Aging met in the Zimmerman Room of the Human Services Building.

### **ROLL CALL:**

PRESENT: Chairperson Larry Ladenburger, Vice-Chairperson Rich Butler, Mary Campbell, Sally Heavener, Jo VerBeek

OTHERS: Director Jen Garcia, Teresa Galloway, Judy Habetler, and Laura Hosler from GreenStreet Marketing.

ABSENT: Pat Petersen and Lou Phelps, both excused.

### **COMMUNICATIONS:**

Director Jen Garcia stated that a letter from Connect America went out to the Allegan County PERS clients that should not have been mailed to millage clients. The problem was in Connect America's computer system and it has been corrected on their end.

### **APPROVAL OF MINUTES – ADOPTED**

Approval of minutes moved by Sally Heavener, supported by Rich Butler. All in favor, motion carried.

**PUBLIC PARTICIPATION:** Judy Habetler (Cheshire Township) present.

### **APPROVAL OF AGENDA – ADOPTED AS PRESENTED**

Approval of the agenda moved by Sally Heavener, supported by Jo VerBeek. All in favor, motion carried.

**PRESENTATIONS:** Laura Hosler from GreenStreet Marketing spoke about the advertising for COA (Senior Services) and presented a handout with marketing statistics to-date along with upcoming tactics.

### **ADMINISTRATIVE REPORTS –**

#### **DIRECTOR'S REPORT:**

Director Jen Garcia shared information as presented from her report. Highlights from her report included provider updates, in-home supports waitlist reduction, home delivered meals participant survey, and outreach initiatives.

#### **FINANCIAL REPORTS:**

Director Jen Garcia shared information as presented through July, 2024.

#### **2024 COA MARKETING PLAN:**

Director Jen Garcia shared information as presented.

**2024 COA PLANNING CALENDAR:** Director Jen Garcia shared information as presented.

**ACTION ITEMS LOG**

COA MEETING	ACTION ITEM	ACTION TAKEN	DATE SENT TO ADMINISTRATION	ACTION TAKEN	STATUS
7/17/2024	Recommend adding November 20 to 2024 meeting calendar; Strategic Planning to occur in December	Approved	N/A	N/A	COMPLETE
6/26/2024	Recommend looking into AAAWM grant funding to expand caregiver resources & training for Allegan County	Approved	N/A	N/A	In-Progress
6/26/2024	COA Accepted Stuart Peet's resignation from COA and AAAWM Board of Directors Effective 6/26/24	Approved	7/25/2024	N/A	COMPLETE
6/26/2024	Recommend accepting the FY25 AAAWM Annual Implementation Plan as presented	Approved	6/26/2024	N/A	COMPLETE
6/26/2024	Recommend continuation of Generations contract amendment to cover transportation costs under COA	Declined	N/A	N/A	COMPLETE
6/26/2024	Recommend 6 month contract extension at current unit rate for Generations/Adult Day Services	Approved	N/A	N/A	COMPLETE
5/15/2024	Meeting Time Change to 9a - 11a; Revised on COA Calendar & County Website (public meeting notices)	Approved	N/A	N/A	COMPLETE
4/17/2024	Recommendation to grant exception to Adult Day Care contract so as not to require Generations to pay to transport participants via Allegan County Transportation. Valid thru contract of June 30, 2024.	Approved	N/A	N/A	COMPLETE
3/20/2024	Approved 2024 COA Marketing Budget Allocation	Approved	N/A	N/A	COMPLETE
2/21/2024	Recommend continuing marketing work with GreenStreet at Option 2 level (not to exceed \$10k)	Approved	N/A	N/A	COMPLETE
1/17/2024	Officers elected: Larry Ladenburger, Chair; Rich Butler, Vice Chair	Approved	N/A	N/A	COMPLETE

**DISCUSSION ITEMS:**

Senior Day at the Fair: September 10 – COA members are asked to arrive 6:30-6:45 am.  
 COA Roles & Responsibilities – Executive Director of Services Administration, Dan Wedge addressed the COA members.  
 Integrating AAAWM Services – Mary Campbell encourages Senior Services and COA to learn and utilize their services.

**NOTICE OF APPOINTMENTS:** None

**FUTURE AGENDA ITEMS:**

Discuss Adult Day Service and In-Home Supports service expansion efforts, September 18  
 Review current COA member terms, September 18  
 Discuss applications received for COA and AAAWM Board positions, September 18  
 Connect America Presentation, September 18  
 AAAWM Presentation, October 16  
 COA FY25 Strategic Planning, December 4

**SUBCOMMITTEE REPORTS:**

Policy & Procedure Committee – Sally Heavener/Jo VerBeek  
 Senior Services Workgroup – Pat Petersen/Mary Campbell/Rich Butler/Judy Habetler (public participant)  
 AAAWM Board of Directors – Mary Campbell (Interim for reporting purposes)  
 AAAWM Advisory Council – Jo VerBeek/Mary Campbell

**ROUND TABLE (COA MEMBER TIME):**

**ADJOURNMENT UNTIL September 18, 2024**

Motion to adjourn by Jo VerBeek, supported by Sally Heavener. All favor, motion carried.  
 The meeting adjourned at 12:09 P.M. Next Meeting September 18, 2024 from 9:00-11:00 A.M. in the Zimmerman Room at the Human Services Building.