

# Allegan County Board of Commissioners



County Services Building  
3283 – 122<sup>nd</sup> Avenue  
Allegan, MI 49010  
269-673-0203 Main Office  
269-686-5331 Main Fax  
<http://www.allegancounty.org>

*Jim Storey, Chairperson  
Gale Dugan, Vice Chairperson*

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## **BOARD OF COMMISSIONERS MEETING – AGENDA**

Thursday, July 8, 2021 – 1PM

County Services Building, Board Room

Virtual Meeting Options – Connectivity Instructions **Attached**

### **DISTRICT 1**

Dean Kapenga  
616-218-2599  
dkapenga@  
allegancounty.org

1PM

**CALL TO ORDER:**

**ROLL CALL:**

**OPENING PRAYER:** Commissioner Jim Storey

**PLEDGE OF ALLEGIANCE:**

**COMMUNICATIONS:** None

**APPROVAL OF MINUTES:**

June 24, 2021

**PUBLIC PARTICIPATION:**

**ADDITIONAL AGENDA ITEMS:**

**APPROVAL OF AGENDA:**

**PRESENTATIONS:**

**PROCLAMATIONS:**

**INFORMATIONAL SESSION:**

Community Mental Health—Director Mark Witte

**ADMINISTRATIVE REPORTS:**

### **DISTRICT 2**

Jim Storey  
616-848-9767  
jstorey@  
allegancounty.org

### **DISTRICT 3**

Max R. Thiele  
269-673-4514  
mthiele@  
allegancounty.org

### **DISTRICT 4**

Mark DeYoung  
616-318-9612  
mdeyoung@  
allegancounty.org

### **CONSENT ITEMS:**

1. Motion to approve of claims paid and to incorporate into proceedings of the Board (7/2/21 & 7/9/21)

### **DISTRICT 5**

Tom Jessup  
269-637-3374  
tjessup@  
allegancounty.org

### **ACTION ITEMS:**

1. None

### **DISTRICT 6**

Gale Dugan  
269-694-5276  
gdugan@  
allegancounty.org

### **DISCUSSION ITEMS:**

1. Senior Services—approve In-Home Support Services Contract (202-583)
2. Area Agency on Aging of Western Michigan (AAAWM)—approve Annual Implementation Plan (AIP) FY2022 (202-770)
3. Board of Commissioners—Rock-Tenn Site Demolition (202-878)

### **DISTRICT 7**

Rick Cain  
269-744-7918  
rcain@  
allegancounty.org

### **NOTICE OF APPOINTMENTS & ELECTIONS:**

1. Water Study Workgroup (A):

#### **Mission Statement**

“The Allegan County Board of Commissioners shall plan, develop, and evaluate the necessary policies and resources to ensure our county continues to progress and prosper”

- Two County Commissioners Representatives
  - One Manager or Supervisor of a Local Unit of Government. Representative
  - One Municipal Water Supply Supervisor or Technician Representative
  - One Academia (Not directly related to the development of the groundwater study) Representative
  - Agricultural Businesses: Growers & Livestock Representative
  - Allegan County Conservation District (ACCD) Representative
  - Real Estate: Builder, Developer, and Realtor- Representative
  - Industrial Representative
  - Well Driller Representative
  - Restaurant Owner Representative
  - Community Member (owner of a private water supply) Representative
  - Tribal Member Representative
2. Broadband Action Workgroup (A):
- One County Commissioner Representative
  - Three City or Township Representatives
  - One Agri-business Representative
  - One Industry/Large Employer Representative
  - One Medical Industry Representative
  - One Economic Development Representative
  - One Holland Board of Public Works (BPW) Representative
  - One Allegan Area Educational Service Agency (AAESA) Representative
  - One Local Public Schools Representative

**APPOINTMENTS:**

1. Brownfield Redevelopment Authority
  - One Representative—term expired 12/31/2019
2. Solid Waste Planning Committee
  - One Solid Waste Industry Representative—term expired 12/31/19
  - One Solid Waste Industry Representative—term expired 12/31/20
  - One Industrial Waste Generator Representative—term expired 12/31/20
3. Tourist Council
  - One Representative—term expired 12/31/20

**ELECTIONS:**

1. Commission on Aging
  - One Member Representative—term expires 12/31/22

**PUBLIC PARTICIPATION:**

**FUTURE AGENDA ITEMS:**

**REQUEST FOR PER DIEM/MILEAGE:**

**BOARDS AND COMMISSIONS REPORTS:**

**ROUND TABLE:**

**ADJOURNMENT:** Next Meeting - Thursday, July 22, 2021, 1:00PM @ COUNTY SERVICES BUILDING, BOARD ROOM



# Allegan County Board of Commissioners



# Allegan County Board of Commissioners Meeting

July 8, 2021



Allegan County  
3283 122<sup>nd</sup> Ave  
Allegan, MI 49010

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# STEP 1: Connect to the Meeting

- OPTION 1: Zoom over Telephone

- Call (929) 205-6099 -or- (312) 626-6799 -or- (253) 215-8782
- Type in Meeting ID: 864 5336 2995, then #, then # again
- Type in Meeting Password: 7821, then #
  
- To raise your hand to speak, press \*9
- To Mute and Unmute, press \*6

<STOP here>

You do not have to continue reading the rest of the instructions.

- OPTION 2: Youtube

- Open Internet Explorer or Chrome
- Navigate to <https://www.youtube.com/channel/UCQIiZQstN2Pa57QAItAWdKA>
- Click on image of “Live” video

<STOP here>

You do not have to continue reading the rest of the instructions.

- OPTION 3: Zoom over Web browser

- Open Internet Explorer or Chrome
- Navigate to <https://zoom.us/j/86453362995>
- Meeting Password: 7821

<Continue with the rest of the instructions>

# STEP 2: Enter registration information

The screenshot shows a web browser window with the URL `zoom.us/webinar/register/WN_YneHxuk_SjqfnMwchbt/Eg`. The page title is "Webinar Registration".

Registration details:

- Topic: BOC Meeting - 4/9/2020
- Time: Apr 9, 2020 01:00 PM in Eastern Time (US and Canada)

Registration form fields (marked as required information):

- First Name \*
- Last Name \*
- Email Address \*
- Confirm Email Address \*

Security and completion:

- I'm not a robot (reCAPTCHA)
- Join Webinar in Progress button

Footer navigation links:

- About: Zoom Blog, Customers, Our Team, Why Zoom, Features, Careers, Integrations, Partners, Investors
- Download: Meetings Client, Zoom Rooms Client, Browser Extension, Outlook Plug-in, Lync Plug-in, iPhone/iPad App, Android App
- Sales: 1.888.799.9666, Contact Sales, Plans & Pricing, Request a Demo, Webinars and Events
- Support: Test Zoom, Account, Support Center, Live Training, Feedback, Contact Us, Accessibility

Instructional arrows:

1. Enter name and email (points to the name and email input fields)
2. Click this box (points to the "I'm not a robot" checkbox)
3. Answer challenge question (points to the reCAPTCHA image challenge)
4. Click when done. (points to the "Join Webinar in Progress" button)

STEP 3: This Window will appear when connected.



# STEP 4: Adjust audio settings (if needed)

1

2

Settings

General

Video

**Audio**

Share Screen

Virtual Background

Recording

Statistics

Feedback

Keyboard Shortcuts

Accessibility

Speaker: Test Speaker Remote Audio

Output Level: \_\_\_\_\_

Volume:

Microphone: Test Mic

Input Level: \_\_\_\_\_

Volume:

Automatically adjust volume

Use separate audio device to play ringtone simultaneously

Automatically join audio by computer when joining a meeting

Mute my microphone when joining a meeting

Press and hold SPACE key to temporarily unmute yourself

Sync buttons on headset

Advanced

269-673-4514  
mblee@allegancounty.org

**Economic Development — Greg King, Director**  
**ADMINISTRATIVE REPORTS:**

**DISTRICT 4**  
Mark DeYoung  
616-318-9612  
mdeyoung@allegancounty.org

**CONSENT ITEMS:**

1. Motion to approve of claims paid and to incorporate into proceedings of the Board (3/20/20 & 3/27/20)

Audio Settings ^

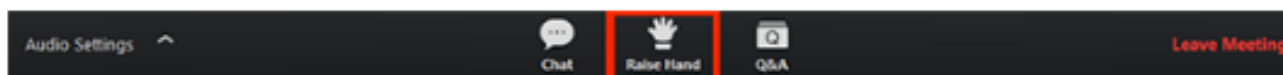
Chat Raise Hand Q&A

# STEP 5: Raise hand to be recognized to speak.

- Once “Raise Hand” is clicked, the Board Chairperson will receive notice and may UNMUTE your microphone when ready and verbally recognize you to speak.

On bottom of screen.

1. Click **Raise Hand** in the Webinar Controls.



2. The host will be notified that you've raised your hand.

3. Click **Lower Hand** to lower it if needed.



# STEP 6: To leave the meeting

The screenshot displays a Zoom meeting window. At the top, a green banner reads "You are viewing Allegan County Administration's screen" with a "View Options" dropdown. In the top right corner, there is an "Enter Full Screen" button. The main content area shows a Microsoft Word document titled "BOC20200409\_agenda [Compatibility Mode] - Word" by Steve Sedore. The document header includes the "Allegan County Board of Commissioners" logo and contact information for County Services Building (3283 - 122<sup>nd</sup> Avenue, Allegan, MI 49010) and Chairperson Jim Storey and Vice Chairperson Gale Dugan. The agenda items are listed under "BOARD OF COMMISSIONERS MEETING - AGENDA":

- DISTRICT 1** (Doan Kasperge): Virtual Meeting - Connectivity Instructions **Attached**
- DISTRICT 2** (Jim Storey)
- DISTRICT 3** (Max R. Thiele)
- DISTRICT 4** (Marilyn D. Young)

The agenda items include: 1PM CALL TO ORDER; ROLL CALL; OPENING PRAYER; PLEDGE OF ALLEGIANCE; COMMUNICATIONS: Attached; APPROVAL OF MINUTES: Attached; PUBLIC PARTICIPATION; ADDITIONAL AGENDA ITEMS; APPROVAL OF AGENDA; PRESENTATIONS; PROCLAMATIONS; INFORMATIONAL SESSION: Attached; ADMINISTRATIVE REPORTS; and CONSENT ITEMS.

At the bottom of the Zoom window, the "Leave Meeting" button is highlighted in red. A large blue arrow points to this button. Other controls include "Audio Settings", "Chat", "Raise Hand", and "Q&A". The status bar at the bottom left shows "PAGE 1 OF 2" and "251 WORDS".



## ALLEGAN COUNTY BOARD OF COMMISSIONERS

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JOURNAL 69

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DRAFT

**JUNE 24, 2021 SESSION - PLEDGE OF ALLEGIANCE, ROLL CALL**

1/ The Board of Commissioners of the County of Allegan, State of Michigan, met remotely online connecting through a Zoom webinar on June 24, 2021 at 9:05 A.M. in accordance with the motion for adjournment of June 10, 2021, and rules of this board; Chairman Storey presiding.

The Deputy Clerk led the Board in the Pledge of Allegiance to the flag.

Upon roll call the following members answered as Commissioners for the respective Districts:

DIST #1	DEAN KAPENGA- Allegan Twp	DIST #5	TOM JESSUP - Allegan Twp
DIST #2	JIM STOREY - Allegan Twp	DIST #6	GALE DUGAN - Allegan Twp
DIST #3	MAX THIELE - Allegan Twp	DIST #7	RICK CAIN - Wayland Twp
DIST #4	MARK DeYOUNG - Allegan Twp		

**PUBLIC PARTICIPATION - NO COMMENTS**

2/ Chairman Storey opened the meeting to public participation and as there were no comments from the public, he closed the meeting to public participation.

**AGENDA - ADOPTED AS PRESENTED**

3/ Moved by Commissioner Kapenga, seconded by Commissioner Dugan to adopt the meeting agenda as presented. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

**DISCUSSION ITEMS:****STRATEGIC PLAN REVIEW/UPDATE**

4/ Administrator Sarro began reviewing the Strategic Work Plan. The Board approved the formation of the Water Study Workgroup and the Broadband Action Workgroup. As applications are received, these will be forwarded to the Board consistent with established Board and Commission process.

Moved by Commissioner Thiele, seconded by Commissioner Dugan to gather applications for the Water Study Workgroup and the Broadband Action Workgroup for the next 30 days and begin appointments during the July 22, 2021 board session. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

Discussions continued with updates regarding parks & recreation; public safety & criminal justice; transportation; Rock Tenn demolition and sale; courthouse renovation and master plan; debt elimination - reallocation to operations/services; audit; maintain employee labor relations; 5-year market wage review; facility planning; American Rescue Plan Act (ARPA); and broadband.

**PUBLIC PARTICIPATION - NO COMMENTS**

5/ Chairman Storey opened the meeting to public participation and as there were no comments from the public, he closed the meeting to public participation.

**ADJOURNMENT UNTIL JULY 8, 2021 AT 9:00 A.M.**

6/ Moved by Commissioner Thiele, seconded by Commissioner Jessup to adjourn until July 8, 2021 at 9:00 A.M. The motion carried by roll call vote and the meeting was adjourned at 11:05 A.M. Yeas: 7 votes. Nays: 0 votes.

**AFTERNOON SESSION****JUNE 24, 2021 SESSION - INVOCATION, PLEDGE OF ALLEGIANCE, ROLL CALL**

7/ The Board of Commissioners of the County of Allegan, State of Michigan, met remotely online connecting through a Zoom webinar on June 24, 2021 at 1:04 P.M. in accordance with the motion for adjournment of June 10, 2021, and rules of this board; Chairman Storey presiding.

The invocation was offered by District #6 Commissioner Dugan.

The Deputy County Clerk led the Board in the Pledge of Allegiance to the flag.

Upon roll call the following members answered as Commissioners for the respective Districts:

DIST #1	DEAN KAPENGA- Allegan Twp	DIST #5	TOM JESSUP - Allegan Twp
DIST #2	JIM STOREY - Allegan Twp	DIST #6	GALE DUGAN - Allegan Twp
DIST #3	MAX THIELE - Allegan Twp	DIST #7	RICK CAIN - Wayland Twp
DIST #4	MARK DEYOUNG - Allegan Twp		

**COMMUNICATIONS**

8/ Deputy Clerk Tien noted to the board that they received the following resolutions:

1. Roscommon County resolution opposing Michigan Secretary of State "By Appointment Only"
2. Oceana County resolution opposing COVID-19 vaccine passports
3. Lenawee County and Kalamazoo County resolutions in opposition to Senator Shirkey's "Gearing toward integration proposal"

**JUNE 3, 2021 AND JUNE 10, 2021 SESSION MINUTES - ADOPTED**

9/ Moved by Commissioner Kapenga, seconded by Commissioner Dugan to approve the minutes for the June 3, 2021 and June 10, 2021 session as distributed. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

**PUBLIC PARTICIPATION - COMMENTS**

10/ Chairman Storey opened the meeting to public participation and the following individual offered comment:

1. Elizabeth Decot of 161 Summit Drive in Allegan addressed the board regarding the COVID-19 vaccine passport resolution

**AGENDA - ADOPTED AS PRESENTED**

11/ Moved by Commissioner Dugan, seconded by Commissioner DeYoung to adopt the meeting agenda as presented. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

**INFORMATIONAL SESSION**

12/ Probate Administrator Jonathan Blair presented to the board the 2020 Annual Report for Probate Court.

# 2020 ANNUAL REPORT



# ALLEGAN COUNTY PROBATE COURT



*Hon. Michael L. Buck  
Alicia Blik  
Jonathan K. Blair  
Jennifer Callaway  
Jennifer White*

## **Mission Statement**

The mission of the Allegan County Probate Court is to administer justice with fairness, equality, and integrity, to resolve matters before the court in a timely manner, and to provide courteous and prompt service in a manner that inspires trust and confidence.

## **Goals**

- To process all matters within the time guidelines set by the State Court Administrative Office
- To ensure the compliance of Court-appointed fiduciaries with statutes and courts rules, in order to safeguard protected individuals and their property
- To efficiently process and adjudicate all matters before the Court
- To provide excellent customer service to all those with business before the Court

## **Probate Court Authority**

Article VI Section 15 of the Michigan Constitution provides that “the jurisdiction, powers and duties of the probate court and of the judges thereof shall be provided by law.” Through the promulgation of the Estates and Protected Individuals Code (EPIC), the Mental Health Code, and other acts, the legislature has conferred jurisdiction to the Probate Court over:

- Decedent Estate Proceedings
- Civil Actions
- Trust Proceedings
- Minor Guardianship Proceedings
- Guardianships of Incapacitated Individuals
- Protective Orders
- Conservatorships
- Guardianships of Individuals with Developmental Disabilities
- Involuntary Commitments of Mentally Ill Persons
- Drain Appeals
- Delayed Registration of Foreign Birth
- Secret Marriages



**Probate Staff****Honorable Judge Michael Buck**

Michael (Mike) Buck was elected Allegan County Probate Judge in 2000, upon the retirement of Hon. George Greig. Mike currently serves as Chief Probate Judge, Presiding Family Court Judge, and Chair of the Allegan County Judicial Council. Before becoming a judge, he served over 20 years as an Allegan County Assistant Prosecuting Attorney. In that time period, he successfully handled cases from drunk driving to first degree murder. He specialized in cases involving abuse of children, making his current responsibilities as Presiding Family Court Judge, a natural fit. In addition to presiding over cases involving neglect and abuse of children, Judge Buck's authority includes adoptions, name changes,

juvenile delinquency, wills, trusts, guardianships, mentally ill proceedings, and the safekeeping of election results for delivery to the Allegan County Board of Canvassers.

Judge Buck was born and raised in Southwest Michigan. He has worked many different jobs on his career path to the bench. He caddied for golfers, cleaned offices and bathrooms as a janitor, worked all hours of the day and night as a security guard, pumped gas at a marina, cleaned animal pens at an amusement park, and labored at various factory jobs in the Benton Harbor area. He majored in Psychology and received his Teaching Certificate while attending the University of Michigan. He received his law degree from Cooley Law School, while working full time. His interest in Family Law began early, as his parents provided a home for foster children and successfully navigated the adoption process. Mike especially enjoys making each and every adoption hearing a real celebration.

**Probate Staff**



**Jonathan K. Blair**  
**Probate Administrator**



**Jennifer Callaway**  
**Deputy Probate Register**



**Jennifer White**  
**Deputy Probate Register**

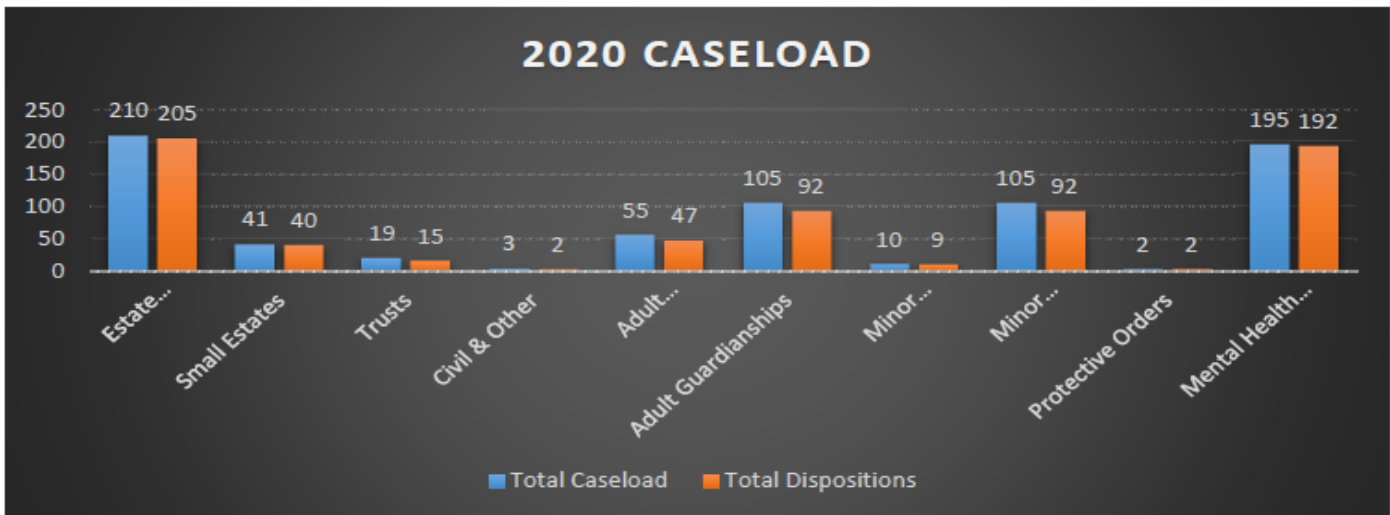
**And Welcome -- Alicia Blik, Judicial Secretary to Hon. Michael L. Buck**



Alicia joined the office in summer of 2020. She replaced Amy Cornell who took a position with the Youth Home. Alicia has been a wonderful addition to Probate Court and we are sincerely grateful to have her.

Alicia was recently married on June 4<sup>th</sup>, splitting her new husband's birthday of June 3<sup>rd</sup> and Alicia's of June 5<sup>th</sup>. Alicia has a wonderful new family with four step-children

## Probate Court Caseload

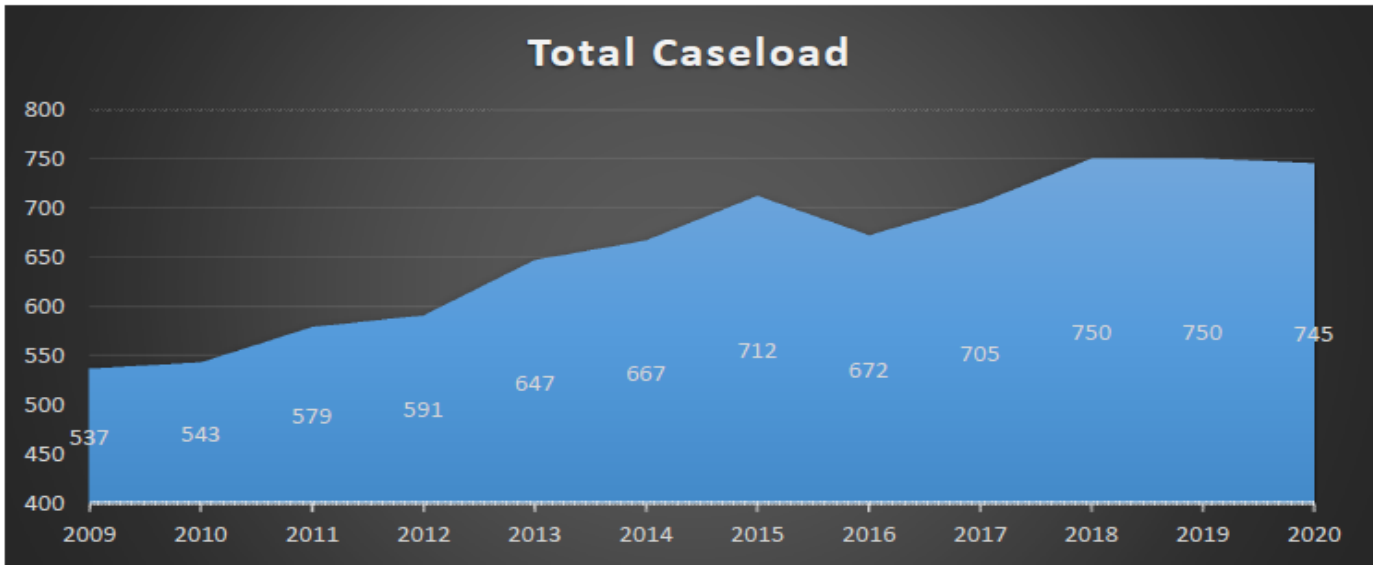


In 2020 the Probate Court handled a total of 745 new filings. This has remained consistent as 2019 there were a total of 750 new and pending cases handled by the Probate Court, and 750 in 2018. The majority of these were comprised of decedents' estates (210, up from 181 in 2019), mental health proceedings (195), adult guardianships (105) and minor guardianships (105). Overall, the pandemic had only a minor effect on filings.

The orange represents the total dispositions, or resolutions for cases. The Probate Court disposition rate exceeds the SCAO recommended standards and is above average for the State.



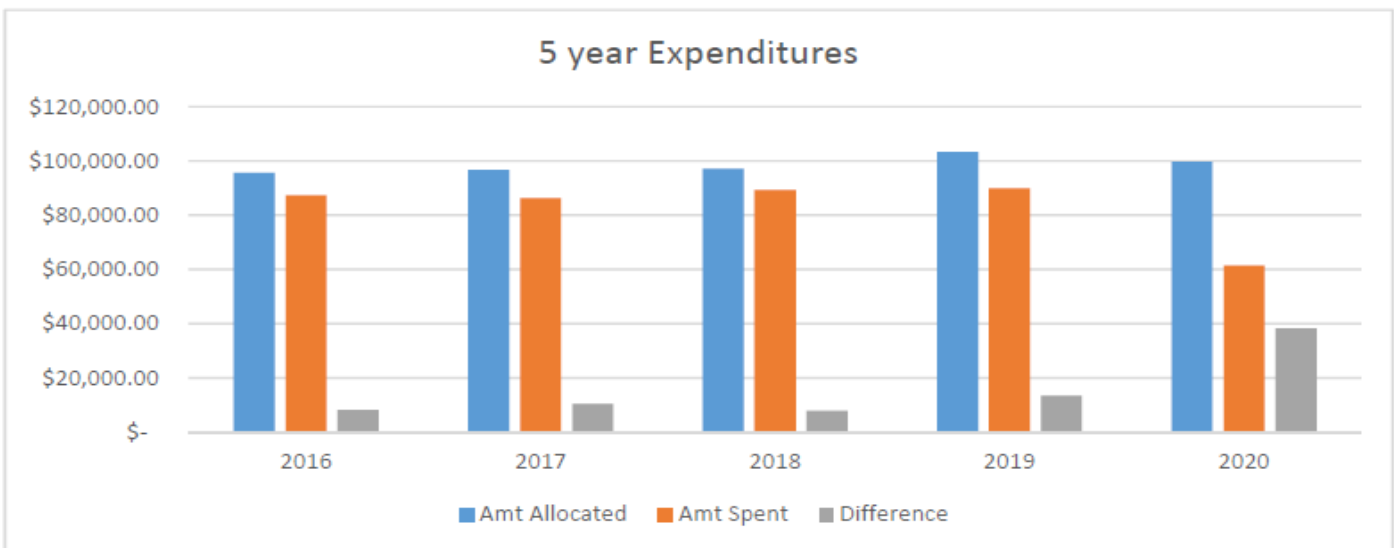
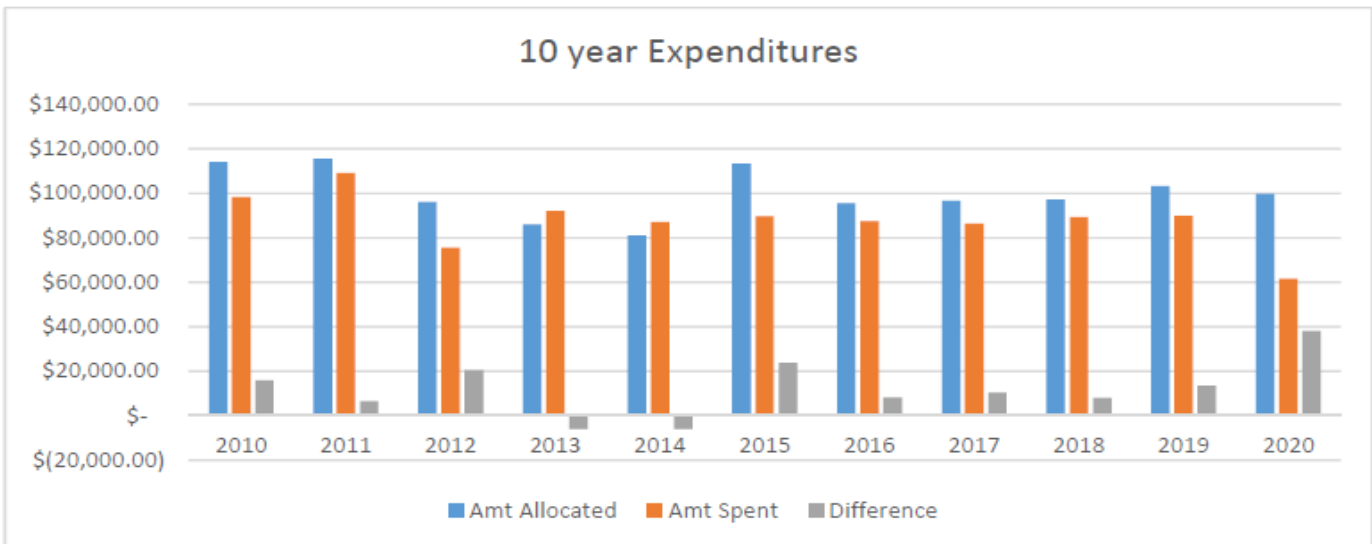
## Caseload Trends



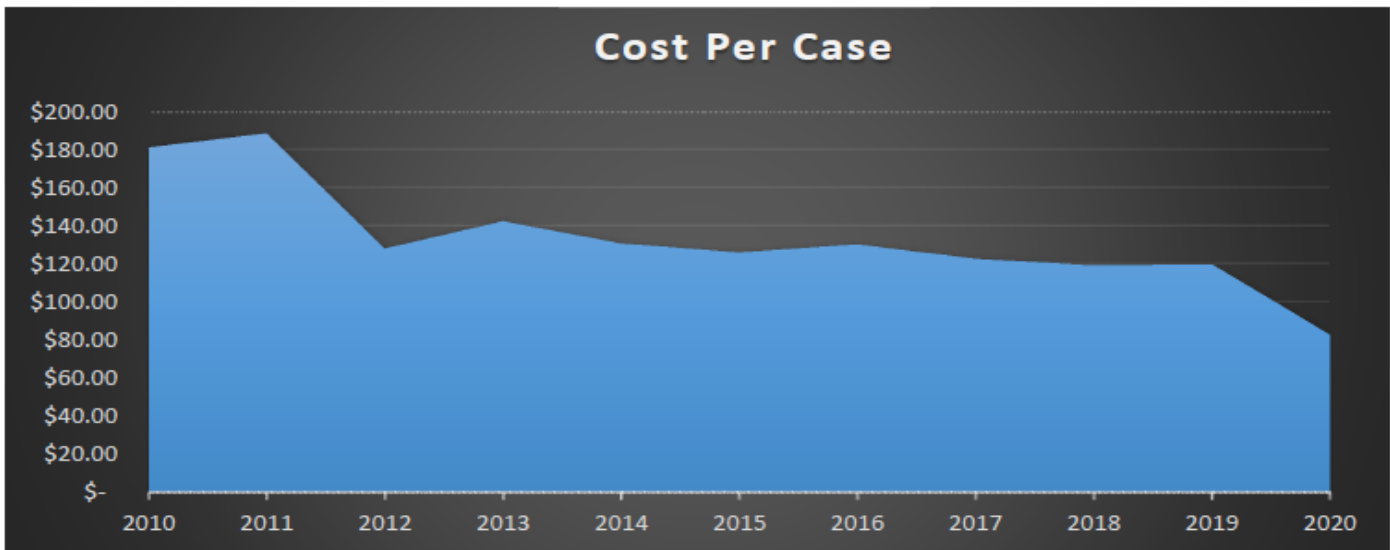
2020 saw a very minor reduction in cases. 2018 and 2019 had the same case load numbers. In prior years the caseload had been consistently rising (notwithstanding the decreases in overall caseload in 2009 and 2016). There were 578 new and pending cases handled by the Court in 2008 and 750 in 2018 and 2019, which represents a 30% increase in overall caseload. Most notably, since 2015 Deceased Estates have increased from 186 to 210, a 13% increase, Guardianships have increased 21%, and Minor Guardianship have increased 28% during the same time. These number will continue to increase as Allegan County population increases and ages.

## Expenditures

Below are charts showing the allocated operational budget for the Probate Court, actual expenditures, revenues budgeted, and the actual revenues collected from 2010 to 2020. Since 2010, the Court has been allocated an average operational budget of \$99,875.36. During that same period, the Court spent an average of \$87,841.18 per year.



## 556 Cost Per Case



The 2020 cost per case saw a marked decrease from \$119.74 in 2019 to \$82 in 2020. This is a result of reduced operations during the pandemic. These costs are returning or already have returned and the 2019 amount of \$119.74 is a more accurate depiction of the cost per case.

## Attorney and GAL Fees



Attorney Fees continue to be the single largest expenditure for the Court. In 2010 the Court expended \$14,068 on Attorneys and GAL fees. In 2019 that cost was \$25,154

— a 79% increase. However, 2020's stats were lower, however this is a result of fewer in person hearings due to the pandemic. GALs were unable to make in person visits. The services provided by the GALs and attorneys are invaluable to the Court and public. The

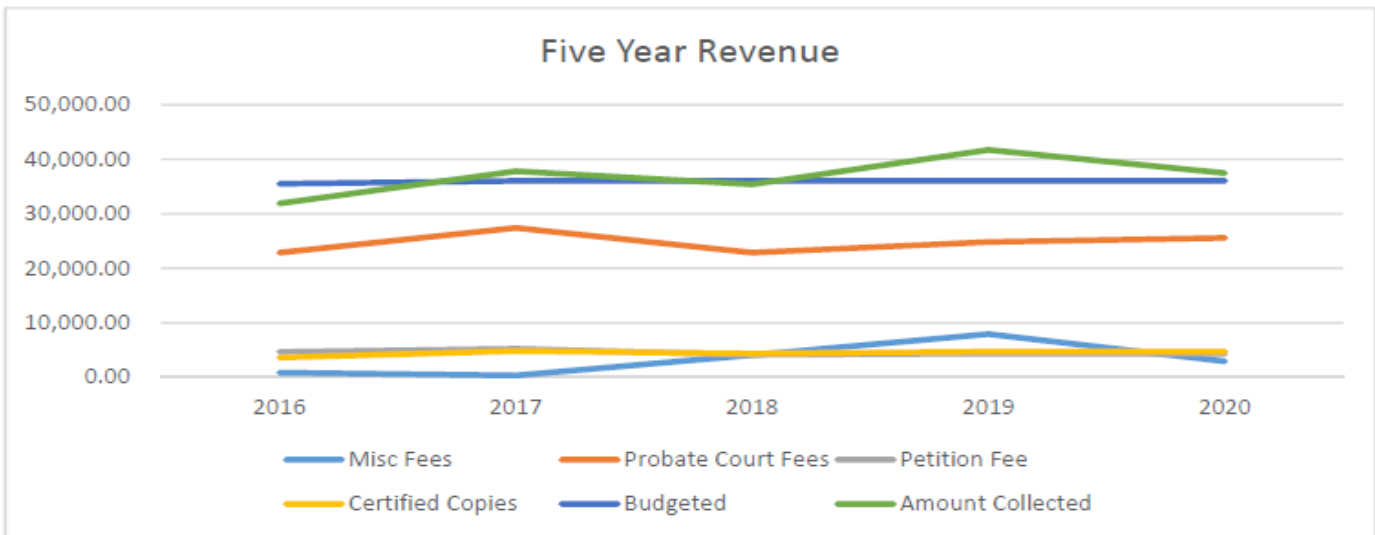
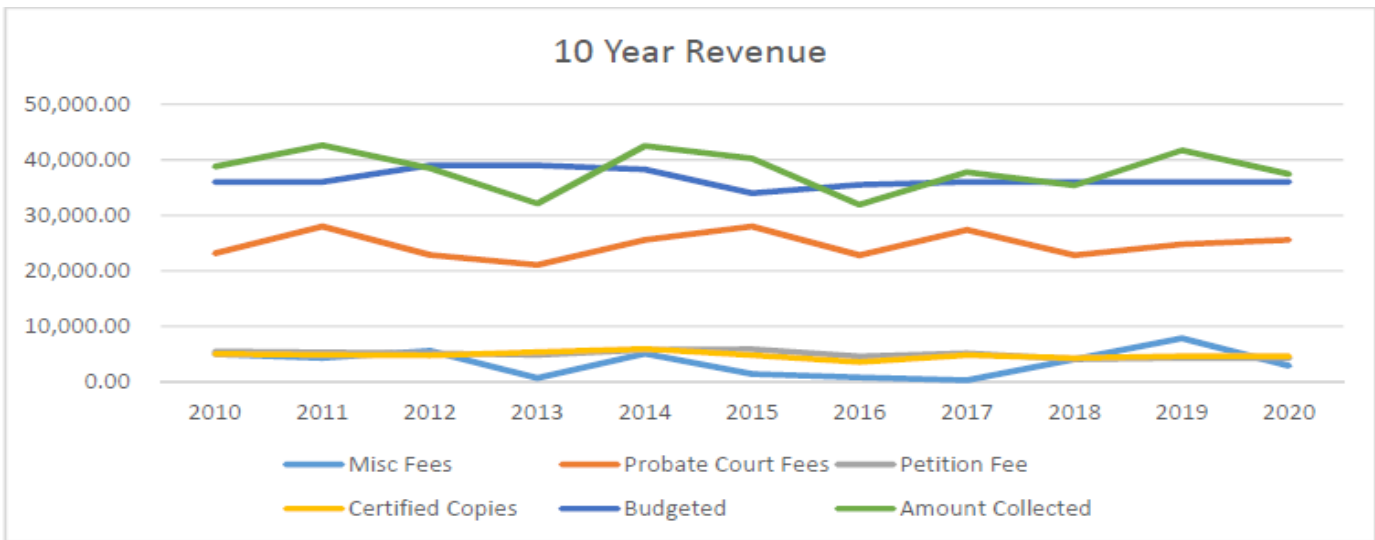


Court relies on the hard work from these individuals to provide necessary services. While the overall cost is high, the amount paid to individuals is relatively low. Our current fee structure is actually one of the lowest in the area. This makes finding replacement attorneys difficult and continues to put a strain on current providers.

## Revenues

Although most of the Probate Court's revenues are dependent on filing fees and requests for copies, during the past five years the Court has collected an average of \$38,087 per year, and exceeded the average amount it has budgeted for revenue collection over the past 10 years.

<b>PROBATE REVENUES</b>						
<b>Year</b>	<b>Misc Fees</b>	<b>Probate Court Fees</b>	<b>Petition Fee</b>	<b>Certified Copies</b>	<b>Budgeted</b>	<b>Amount Collected</b>
2010	5,024.07	23,163.37	5,500.00	5,083.00	36,000.00	38,770.44
2011	4,335.29	27,996.60	5,357.40	4,924.00	36,000.00	42,613.29
2012	5,657.72	22,858.40	5,198.80	4,760.40	39,000.00	38,475.32
2013	708.52	21,061.18	4,916.04	5,419.60	39,000.00	32,105.34
2014	5,131.04	25,608.96	5,800.99	5,985.38	38,250.00	42,526.37
2015	1,438.00	28,021.11	5,910.60	4,864.35	34,000.00	40,234.06
2016	811.45	22,853.84	4,638.22	3,587.00	35,500.00	31,890.51
2017	338.18	27,412.05	5,195.45	4,833.75	36,000.00	37,779.43
2018	4,085.49	22,832.18	4,122.00	4,351.00	36,000.00	35,390.67
2019	7,893.42	24,805.65	4,358.20	4,670.50	36,000.00	41,727.77
2020	2,929.30	25,573.68	4,284.24	4,663.00	36,000.00	37,450.22
<b>Average</b>	<b>3,486.59</b>	<b>24,744.27</b>	<b>5,025.63</b>	<b>4,831.09</b>	<b>36,522.73</b>	<b>38,087.58</b>



## Attorney Fee Recovery for Mental Health Proceedings

Last year the Court began utilizing a free online accounting tool geared toward small businesses called **Wave**. This website has assisted the Court in generating and tracking invoices for reimbursement of the attorney fees it pays in connection with mental health proceedings. Like most things the Pandemic decreased collections, but overall this recovery system has been beneficial for the Court.

## **Court's professional guardian reimbursement program**

Since 2017 the Court has greatly benefited from funding the County provided for its professional guardian reimbursement program. This allows guardians to be reimbursed up for \$60 per month per ward for services provided. Without this service professional guardians and thus any guardian would be unavailable for a number of wards. In 2019 six guardian services were able to use the program to provide for 42 wards. This has increased to 45 in 2020 and 51 in 2021.

## **Probate and the Pandemic**

During the Pandemic Probate Court was able to remain open and provide all services to the public. The Court's continued operation is due to the dedication and work ethic of its staff. Staff has rotated at-home work with necessary in-office work while limiting exposure to other staff and the public. Judge Buck and Alicia were in the building daily, while remaining staff rotated or worked from home depending on need. The pandemic was not easy for anyone, but thankfully services remained available and overall matters ran smoothly.

## 2018 Public Satisfaction Survey

***The court's 2020 survey was cancelled due to Covid concerns. Below are excerpts from the last survey.***

Every two years the Probate Court distributes a public satisfaction survey to the public, in coordination with the Circuit and District Courts. The survey is developed by the State Court Administrative Office, and assists the Probate Court in identifying its strengths, providing positive feedback to employees, and targeting areas for improvement.



In the Court's last survey, 100% of court users agreed or strongly agreed that they were treated with courtesy and respect by court staff. Court users also overwhelmingly indicated that they

were able to get their business done in a reasonable amount of time and that their cases were handled fairly.

Below are a sample of comments the Court received from members of the public in the 2018 public satisfaction survey:

***“Very fast and efficient.”***

– Family/friend of party to case

***“Work well with Probate Judge & staff.”***

– Agency Worker

***“Fast and friendly.”***

– Personal Representative of an Estate

The results of the survey, notes from the public and other feedback indicate that the Probate Court continues to maintain high levels of public satisfaction. The Court had planned to administer another public satisfaction survey in 2020 the effects of the COVID-19 Pandemic have put these plans on hold.

## Current Information and Key Contacts

**Allegan County Probate Court**  
113 Chestnut Street  
Allegan, MI 49010  
Phone: (269) 673-0250  
Fax: (269) 686-5157  
<http://cms.allegancounty.org/sites/Office/Probate>

**Hon. Michael L. Buck**  
Chief Probate Judge  
[mbuck@allegancounty.org](mailto:mbuck@allegancounty.org)

**Alicia Blik**  
Judicial Secretary/Court Recorder  
[ANevenzel@ALLEGANCOUNTY.ORG](mailto:ANevenzel@ALLEGANCOUNTY.ORG)  
(269) 673-0532

**Jonathan K. Blair**  
Probate Register/Court Administrator  
[jblair@allegancounty.org](mailto:jblair@allegancounty.org)  
(269) 686-4633

**Jennifer Callaway**  
Deputy Probate Register  
[jcallaway@allegancounty.org](mailto:jcallaway@allegancounty.org)  
(269) 686-4624

**Jennifer White**  
Deputy Probate Register  
[jwhite@allegancounty.org](mailto:jwhite@allegancounty.org)  
(269) 673-0250



**ADMINISTRATIVE REPORTS:**

13/ Administrator Rob Sarro noted his written report was submitted to Commissioners. Discussion followed.

**FINANCE COMMITTEE - CLAIMS & INTERFUND TRANSFERS**

14/ **WHEREAS**, Administration has compiled the following claims for June 18, 2021 and June 25, 2021; and

**WHEREAS**, the following claims, which are chargeable against the County, were audited in accordance with Section 46.61 to 46.63, inclusive, M.C.L. 1970 as amended and resolutions of the Board; and

**WHEREAS**, said claims are listed in the 2021 Claims folder of the Commissioners' Record of Claims.

**June 18, 2021**

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 1010	247,692.36	247,692.36	
Park/Recreation Fund – 2080	3,355.69	3,355.69	
Central Dispatch/E911 Fund - 2110	3,314.56	3,314.56	
Central Dispatch CIP - 2118	7,397.61	7,397.61	
Health Department Fund - 2210	24,672.38	24,672.38	
Solid Waste – 2211	50,531.67	50,531.67	
Transportation Grant – 2300	271.02	271.02	
Register Of Deeds Automation Fund – 2560	134.16	134.16	
Indigent Defense – 2600	281.24	281.24	
Palisades Emergency Planning Facility UP - 2630	1,224.14	1,224.14	
Drug Law Enforcement Fund-Prosecutor – 2651	324.21	324.21	
Grants – 2790	4,915.00	4,915.00	
Wayland Township - 2806	840.79	840.79	
Child Care-Circuit/Family - 2921	4,850.04	4,850.04	
Soldiers Relief Fund – 2930	144.12	144.12	
Senior Millage – 2950	1,914.31	1,914.31	
Delinquent Tax Revolving Fund - 6160	417.89	417.89	
Tax Reversion – 6200	63.99	63.99	
Drain Equip Revolving – 6390	36.01	36.01	
Fleet Management - 6612	1,511.86	1,511.86	
Self-Insurance Fund - 6770	14,562.92	14,562.92	
Drain Fund - 8010	19,605.78	19,605.78	
<b>TOTAL AMOUNT OF CLAIMS</b>	<b>\$388,061.75</b>	<b>\$388,061.75</b>	



June 25, 2021

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 1010	38,039.76	38,039.76	
Central Dispatch/E911 Fund - 2110	23,711.14	23,711.14	
Friend of the Court Office – 2151	2,830.80	2,830.80	
Health Department Fund – 2210	9,452.15	9,452.15	
Transportation Grant – 2300	12,613.77	12,613.77	
Capital Improvement Fund – 2450	1,617.50	1,617.50	
Animal Shelter – 2550	6,438.00	6,438.00	
Register Of Deeds Automation Fund – 2560	395.00	395.00	
Indigent Defense – 2600	7,233.45	7,233.45	
Grants – 2790	30,997.01	30,997.01	
Child Care-Circuit/Family - 2921	12,064.66	12,064.66	
Senior Millage – 2950	163,859.69	163,859.69	
Delinquent Tax Revolving Fund - 6160	93.97	93.97	
Drain Equip Revolving – 6390	53.27	53.27	
Fleet Management - 6612	232.27	232.27	
Self-Insurance Fund - 6770	682.58	682.58	
Drain Fund - 8010	83,996.11	83,996.11	
<b>TOTAL AMOUNT OF CLAIMS</b>	<b>\$394,311.13</b>	<b>\$394,311.13</b>	

**THEREFORE BE IT RESOLVED** that the Board of Commissioners adopts the report of claims for June 18, 2021 and June 25, 2021.

Moved by Commissioner DeYoung, seconded by Commissioner Dugan to adopt the report of claims for June 18, 2021 and June 25, 2021. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

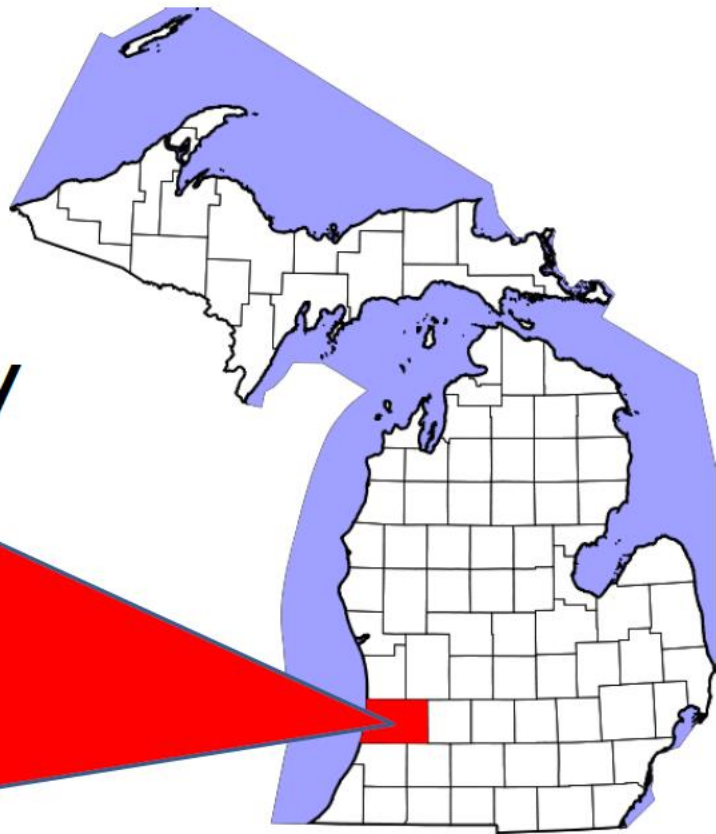
**DISCUSSION ITEMS:**

**MICHIGAN ASSOCIATION OF COUNTIES UPDATE & LEGISLATIVE ISSUES**

15/ Executive Director Steve Curries from the Michigan Association of Counties gave an update to the board.



# Presentation to Allegan County



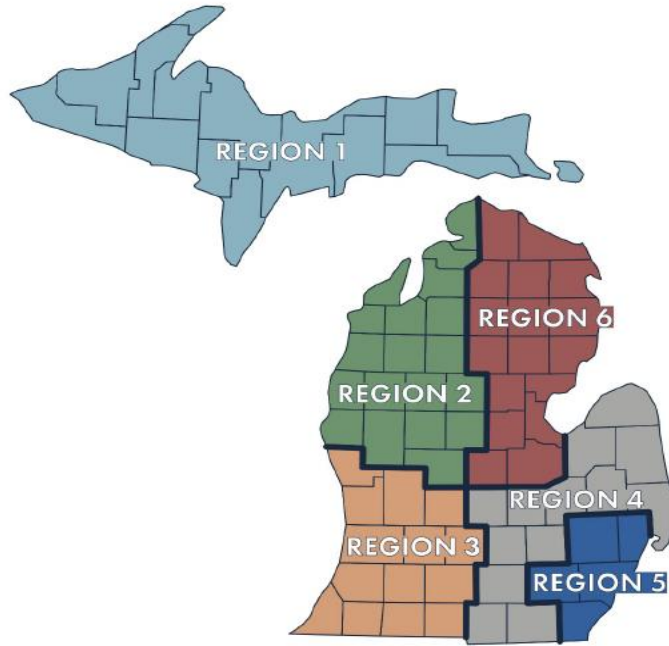
June 2021

1



# Leadership

- Board of 16 members elected by commissioners
- Two seats from each of six regions ensure broad representation
- MAC Board meets four times a year: Legislative Conference, June, Annual Conference, November
- Elections held in August/September at Annual Conference



2



# Leadership



**Veronica Klinefelt**  
President



**Stephan W. Currie**  
Executive Director  
[scurrie@micounties.org](mailto:scurrie@micounties.org)



**Phil Kuyers**  
First Vice President



**Stan Ponstein**  
Second Vice President

3

**What is Purpose of MAC?**

- **Advocacy:** To be the voice of Michigan counties at the state and federal level
- **Education:** To provide educational opportunities to county commissioners to ensure they can do their jobs to the best of their abilities
- **Services:** To make available services that counties can take advantage of that save their staff time and money



4

**COVID-19 Aid**

**American Rescue Plan**

- \$1.9 billion direct to Michigan counties
- Funding for COVID-related expenses, water and broadband projects and replacement of revenue loss due to pandemic
- Revenue loss could materialize in the future
- Coordination of efforts with locals, businesses and service providers
- \$3.9 billion ask for state matching funds



5





# MAC 2021 Priorities

- Extending County Commissioner Terms to Four Years
- Enacting Reforms to Improve the Functioning of Local Courts
- Bolstering Michigan’s System of Financing Local Government
- Ensuring the State Covers Costs for Property Tax Exemptions
- Adopting Measures to Reverse Damage Inflicted by “Dark Stores”
- Bolstering Michigan’s Human Services Programs



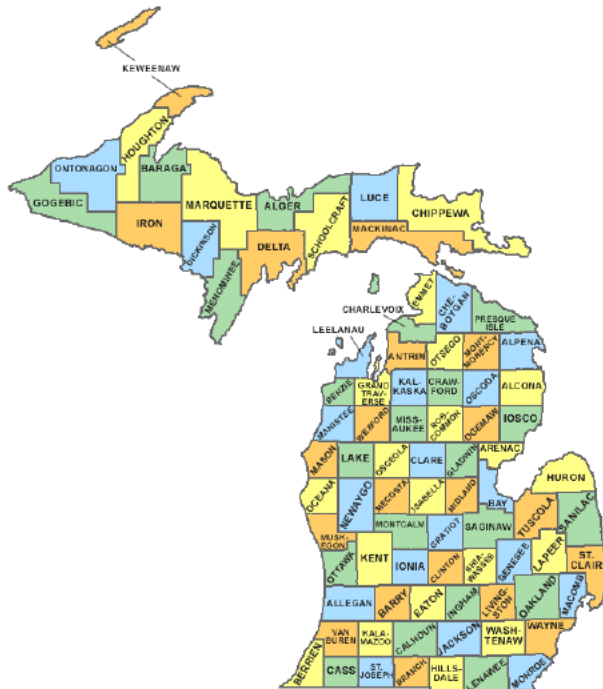
6



# Legislative Update

## 4-year Commissioner Terms

- Michigan is among only 5 states in nation that limit all commissioner terms to 2 years
- All other elected county officials receive 4-year terms
- **MAC supports Senate Bills 242 & 245, which would enact 4-year terms, starting with 2024 presidential election**
  - Bills passed Senate 32-4
  - Now in House committee

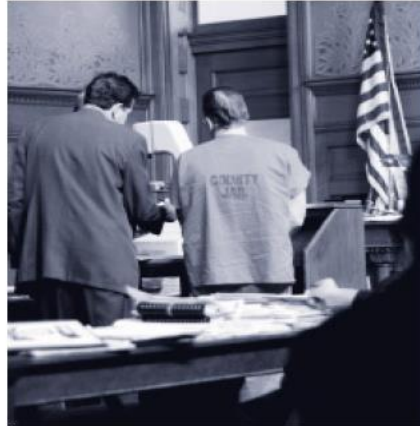


7

## Legislative Update

### Reforms for Local Courts

- Create a Trial Court Fund that receives revenue from the General Fund and trial court assessments and payments and distributes those funds to trial courts based on caseloads, case types and basic operational needs
- Create a state-funded case management system to enhance court technology and get all courts using the same system

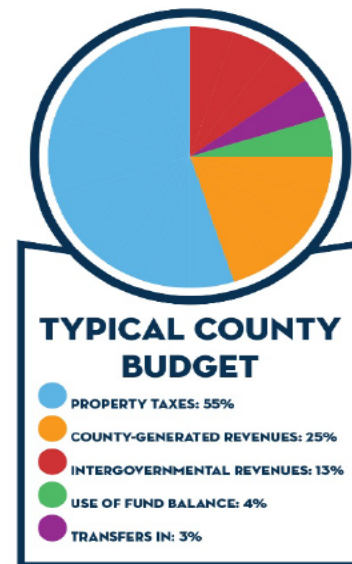


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## Legislative Update

### Local Government Finance Reforms

- Secure a dedicated revenue stream to support a county revenue sharing trust fund
- Ensure stable and sufficiently funded revenue streams for new or increases in mandated services
- Create a tourism reinvestment excise tax for our counties
- Re-open the window of opportunity for counties to transfer their foreclosure responsibilities to the state
- Exempt special millages from tax capture and allow for opting out of tax captures at the expiration of the original plan agreement

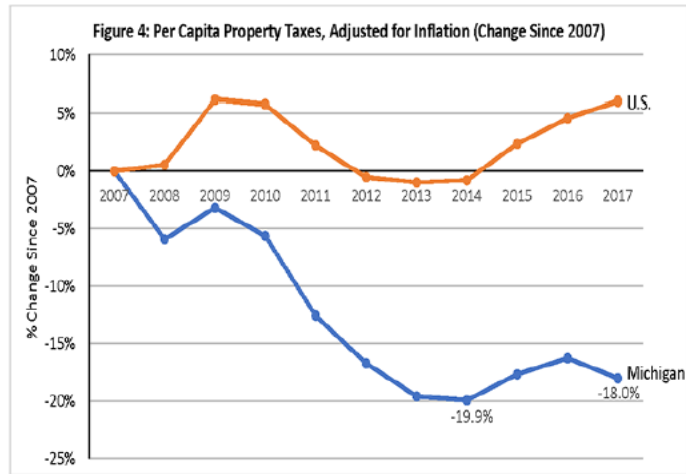


9

## Legislative Update

### Property Tax Exemptions

- Moratorium – winners & losers
- Veteran exemptions
- Poverty, commercial, foreclosures
- Nonprofit & charitable
- Expansion of PPT exemptions
  - Solar and alternative energy
  - Broadband
  - Heavy equipment
  - Micro-fulfillment centers



Source: U.S. Census Bureau (2017).

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## Legislative Update

### Human Services

- Ensure state fulfills obligation to fund 100% of new costs to cover 17-year-olds entering juvenile justice system on Oct 1, 2021, pursuant to statute and data from family courts
- Amend County Veteran Service Fund to ensure emergent relief expenses are eligible; provide 1-year reduction to a county MOE (HB 4122/Glenn)
- Mental health: Senate vs. House proposals
  - Shirkey plan prompts concern
  - Whiteford bills (HBs 4925-929) create state entity to manage MH services
  - MAC supports local control on MH, using evidence-based services



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### Addressing Infrastructure Needs

- Adopt legislation to adequately fund infrastructure upgrades, such as roads, bridges and the separation of storm and sanitary sewers
- FY22 budget expectations
  - Governor seeks more local revenue options for roads
  - \$300M to fix 120 local bridges
  - \$290M for Michigan Clean Water Plan
  - \$40M for high water level and coastal erosion planning
  - \$15M for a dam safety emergency fund



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## Advocacy

### MAC Policy Committees

- MAC has six committees that study legislation and make recommendations to the MAC Board:
  - Finance and General Government – Meets the 1st Friday at 10 a.m.
  - Environmental, Natural Resources and Regulatory Affairs – Meets the 2nd Friday at 10 a.m.
  - Health and Human Services – Meets the 4th Monday at 10 a.m.
  - Judiciary and Public Safety – Meets the 4th Monday at 2 p.m.
  - Transportation – Meets the 4th Friday at 10 a.m.
  - Agriculture and Tourism – Meets at the call of the chair
- To join a MAC committee, fill out application at [micounties.org](http://micounties.org)

13

## Advocacy



- Provides financial support to incumbent state legislators who are friends of county government
- 31 former county commissioners now serving in the Michigan Legislature (MAC County Caucus)

**Donate at [www.micounties.org](http://www.micounties.org)**

14



## Advocacy

### Your MAC Team



**Deena Bosworth**  
 Director of  
 Governmental Affairs  
[bosworth@micounties.org](mailto:bosworth@micounties.org)



**Meghann Keit-Corrion**  
 Governmental Affairs  
 Associate  
[keit@micounties.org](mailto:keit@micounties.org)



**Hannah Sweeney**  
 Governmental Affairs  
 Assistant  
[sweeney@micounties.org](mailto:sweeney@micounties.org)

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## Services

### Conferences

#### Summer Regional Summits

- July 19, 22, 26, 29

#### Annual Conference (summer/fall)

- Sept. 26-28, 2021

MAC conferences provide top speakers, intensive policy workshops and plenty of opportunities to network with county leaders



16



## Services

### Communications

- Full suite of social media channels
- Podcast 83 is MAC's video briefing on news and trends in county government
- Website has county resolutions database; digital advocacy tools; conference archives



Facebook.com/  
MIcounties



@MIcounties



Podcast 83



@MIcounties

[www.micounties.org](http://www.micounties.org)

17

**FACILITIES MANAGEMENT—LAGOON VALVE REPAIR/REPLACEMENT**

16/ **WHEREAS**, the underground valve controlling flow between sewage lagoons #1 and #2 has failed for an unknown reason and cannot be opened to drain Lagoon; and

**WHEREAS**, if the valve is not returned to an operational state, lagoon #1 is expected to reach its capacity by mid-summer; and

**WHEREAS**, to restore operation, it will be necessary to unearth the valve to diagnose the problem whose remedy may be as simple as making a minor repair or it may require a full replacement; and

**WHEREAS**, based on one estimate, a project to fully replace the valve may cost up to \$35,075 and there are potential unknowns given that the valve is buried at a depth of 13 feet and material costs are unstable; and

**WHEREAS**, a request for proposal process has already been initiated to solicit formal bids which may result in more favorable pricing.

**THEREFORE BE IT RESOLVED** that the Board of Commissioners approves funding the Lagoon Valve Replacement as a capital improvement project (2450.272.972.00.00) for an amount not to exceed \$45,000; and

**BE IT FINALLY RESOLVED** the County Administrator is authorized to sign necessary documents on behalf of the County and the Executive Director of Finance is authorized to make the necessary budget adjustments to complete this action.

Moved by Commissioner Dugan, seconded by Commissioner Kapenga to approve the resolution as presented. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

**COVID-19 VACCINE PASSPORT**

17/ Commissioners discussed the issues surrounding COVID-19 vaccine passports. No action was taken on the matter.

**APPOINTMENTS**

18/

**911 POLICY AND PROCEDURE BOARD**

Chairman Storey announced the appointment of the following individuals to the 911 Policy and Procedure Board to fill a 2-year term; term to expire July 31, 2023.

Pamela Crandle, 1245 32<sup>nd</sup> St., Allegan MI (Citizen at Large)

Jane Verplank, Box 111, Saugatuck MI (Elected Gov't Rep.)

Victoria Maguire, 517 S. Division, Grand Rapids MI (Emergency Services Rep.)

Jay Gibson, 170 Monroe St., Allegan MI (Police Chief Rep.)

Moved by Commissioner Kapenga, seconded by Commissioner Cain to approve the appointments as made. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

**TOURIST COUNCIL**

Chairman Storey announced the appointment of the following individual to the Tourist Council to fill the remainder of a 3-year term; term to expire December 31, 2023.

Scott Beltman, 3110 130<sup>th</sup> Ave, Hopkins MI

Moved by Commissioner Kapenga, seconded by Commissioner DeYoung to approve the appointment as made. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

**PUBLIC PARTICIPATION - COMMENTS**

19/ Chairman Storey opened the meeting to public participation and the following individual offered comment:

1. Scott Beltman of 3110 130<sup>th</sup> Ave in Hopkins thanked the board for his appointment to the Tourist Council

**PER DIEM/MILEAGE REQUEST**

20/ Commissioner Storey requested reimbursement for the ticket price of \$12.50 to attend the SURGE meeting.

Moved by Commissioner Kapenga, seconded by Commissioner Jessup to approve the ticket reimbursement. Motion carried by roll call vote. Yeas: 6 votes. Abstain: Storey.

**ROUNDTABLE**

21/ Commissioners expressed displeasure with the conditions of the storage facility at Wishbone. Administrator Sarro will be meeting with Wishbone within the next week and will address the issues. May be brought back before the board for further action.

**ADJOURNMENT UNTIL JULY 8, 2021 AT 1:00 P.M.**

22/ Moved by Commissioner Kapenga, seconded by Commissioner Thiele to adjourn until July 8, 2021 at 1:00 P.M. The motion carried by roll call vote and the meeting was adjourned at 3:16 P.M. Yeas: 7 votes. Nays: 0 votes.




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Deputy Clerk

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Board Chairperson

Minutes approved during the 00/00/2021 Session

S T A T E O F M I C H I G A N

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

**FINANCE - CLAIMS & INTERFUND TRANSFERS**

**WHEREAS**, Administration has compiled the following claims for 7/2/21 and 7/9/21; and

**WHEREAS**, the following claims, which are chargeable against the County, were audited in accordance with Section 46.61 to 46.63, inclusive, M.C.L. 1970 as amended and resolutions of the Board; and

**WHEREAS**, said claims are listed in the 2021 Claims folder of the Commissioners' Record of Claims.

July 2, 2021

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund - 1010	104,517.02	104,517.02	
Friend of the Court Office - 2151	379.31	379.31	
Health Department Fund - 2210	8,642.92	8,642.92	
Transportation Grant - 2300	1,483.76	1,483.76	
Register Of Deeds Automation Fund - 2560	134.70	134.70	
Indigent Defense - 2600	88,571.32	88,571.32	
Palisades Emergency Planning Facility UP - 2630	154.14	154.14	
Local Corrections Officers Training Fund - 2640	716.80	716.80	
CDBG Loan Repayment - 2771	33.00	33.00	
Grants - 2790	12,020.54	12,020.54	
Sheriff Contracts - 2807	310.83	310.83	
Child Care-Circuit/Family - 2921	6,593.78	6,593.78	
Senior Millage - 2950	1,343.80	1,343.80	
Tax Reversion - 6200	13,783.00	13,783.00	
Drain Equip Revolving - 6390	-310.00	-310.00	
Fleet Management - 6612	399.35	399.35	
Self-Insurance Fund - 6770	366,863.21	366,863.21	
Drain Fund - 8010	46,316.28	46,316.28	
<b>TOTAL AMOUNT OF CLAIMS</b>	<b>\$651,953.76</b>	<b>\$651,953.76</b>	

July 9, 2021

**THEREFORE BE IT RESOLVED** that the Board of Commissioners adopts the report of claims for 7/2/21, 7/9/21 and interfund transfers.



## S T A T E O F M I C H I G A N

## BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

**SENIOR SERVICES—APPROVE IN-HOME SUPPORT SERVICES CONTRACT**

**BE IT RESOLVED** that the Board of Commissioners hereby approves the recommendations of the Commission on Aging to approve as presented the In-Home Support Services contract with Paragon Home Healthcare Inc, 601 E Centre Avenue, Kalamazoo, Michigan 49002, to provide additional services to include Homemaking, Personal Care and In-Home Respite Services, to the seniors of Allegan County for an amount not to exceed \$26.52 per unit for 2021 and \$27.32 per unit for 2022; and

**BE IT FURTHER RESOLVED** that the County Administrator is authorized to negotiate the contract and execute the necessary documents on behalf of the County and that the Executive Director of Finance is authorized to make the necessary budget adjustments to complete this action.



ALLEGAN COUNTY  
REQUEST FOR ACTION FORM

Completed RFA form must be attached to a work order request through the Track-It System. If you have any questions regarding this process, please contact Administration @ ext. 2633.

RFA#: 202583  
Date: 6/23/2021

Request Type Contract Select a Request Type to reveal and complete required form.  
Department Requesting Senior Services  
Submitted By Valdis Kalnins on behalf of Sherry Owens  
Contact Information sowens@allegancounty.org

Parties:  
Allegan County and Paragon Home Healthcare

Duration Date of Signature through 12/31/2022  
Amount \$0.00

Purpose:  
Add third provider of Seniors In-home Support Services to accommodate more clients/increase service levels and provide more options for service delivery. There is no specific dollar amount to the contract. Billing is done by units of service and Paragon has agreed to the unit rates agreed to between the County and the other two providers: \$26.52 for 2021 and \$27.32 for 2022.



# Allegan County Commission on Aging



3255 122<sup>nd</sup> Avenue, Suite 200  
Allegan, MI 49010  
269.673.3333 - Office  
877.673.5333 – Toll Free  
269.673.0569 - Fax  
<http://www.allegancounty.org>

**Chairperson: Larry Ladenburger**  
**Vice Chairperson: Alice Kelsey**

## COMMISSIONERS

**Rick Cain**  
269-744-7918  
Shelbyville

**Dean Kapenga**  
616-218-2599  
Hamilton

**Chairperson**  
**Larry Ladenburger**  
(Senior Representative)  
269-673-6200  
Allegan

**Vice Chairperson**  
**Alice Kelsey**  
(Member At Large)  
269-366-0431  
Martin

**SENIOR MEMBERS**  
**Stuart Peet**  
269-672-9520  
Shelbyville

**Lou Phelps**  
269-870-3710  
Plainwell

**Natalie Van Houten**  
269-672-9359  
Shelbyville

## MEMBERS AT LARGE

**Richard Butler**  
616 902-0046  
Plainwell

**Patricia Petersen**  
616-644-8059  
Allegan

**Sally Heavener**  
616-355-3494  
Holland

**Vacant**

**STAFF**  
**Sherry Owens**  
269-686-5144  
Director

**Havilah MacInnes**  
269-673-3333 x 2495  
Senior Services  
Counselor

## COMMISSION ON AGING MEETING - Minutes

Wednesday, June 16, 2021

**9:00 -11:00 am**

**VIA ZOOM link below unless otherwise notified**

<https://us02web.zoom.us/j/82375478232?pwd=NnNsUEhwZnhWVlFPNjAyNkRZnjKzZz09>

**CALL TO ORDER:** Called to order by vice chairperson, Alice Kelsey at 9:06am (chairman Ladenburger was having technical difficulties)

### ROLL CALL:

**Present:** Rick Cain, Dean Kapenga, Larry Ladenburger, Alice Kelsey, Stuart Peet, Lou Phelps, Natalie VanHouten, Richard Butler, Patricia Peterson, Sally Heavener

**Absent:**

### APPROVAL OF MINUTES:

Moved by Dean Kapenga, seconded by Rick Cain to approve the May 2021 minutes. Motion carried by voice vote. Yeas: 9 votes. Nays: 0 votes.

### APPROVAL OF AGENDA:

Moved by Dean Kapenga, seconded by Natalie VanHouten to approve the June 2021 agenda. Motion carried by voice vote. Yeas: 9 votes. Nays: 0 votes.

\*Chairperson Ladenburger re-enters meeting

**PUBLIC PARTICIPATION:** Laura Hosler, Greenstreet Marketing & Design

### PRESENTATIONS: Introduction– Laura Hosler, Greenstreet Marketing & Design

Laura is the owner of Greenstreet Marketing & Design. Greenstreet Marketing is a full service ad agency in Kalamazoo and Battle Creek. Laura is a Plainwell resident. Laura would discuss the design for the logo and scope of work. This will be the first order of business to address. Laura as well as her associate named Max are present.

### Mission Statement

“Dedicated to serving Allegan County seniors by developing and coordinating services that support their independence, maintain their dignity, and preserve their quality of life”

### **Round Table Notes:**

Ladenburger: What kind of timeline we will be looking at? Laura states they originally planned the time line for beginning June 1 when the bid was submitted. Laura does not see a delay at this time. Logo development and design, media and marketing can start now. Laura will have logo design options for the next meeting with completion the end of August. Video media will take the longest due to on-sight shooting at our locations and will likely run into September.

Kapenga: Would like a rundown of all the ways they plan to market the COA. Laura states they will be doing advertising on social media (paid and unpaid ads) specific target marking: mass mailing, as well as media advertising such as TV, radio and digital ads not on social media depending on budget.

Owens: What other digital ads are available besides social media? Laura states they work with a third party vendor that can place ads anywhere online that you are searching such as Yahoo, MLive, etc.

Kapenga: What are the top 3 advertising types? Laura states that a paper mass mailing would be number one for us to target our specific demographic. Having a physical piece of paper in hand will be the best fit. Number two would be social media advertisements. Facebook has a lot of baby boomers as users. There digital ads also gives reports on their effectiveness. Third most effective would be TV and radio. Targeting specific outlets where our target population listens. Billboard may be the least effective for our demographic.

VanHouten: Will the TV and radio ads will be targeting Kalamazoo, Grand Rapids or both? Laura states she would need to review Nielsen reports she can get from the news outlets that will tell where target market is watching/ listening. Cable would also allow targeting of specific households in Allegan County.

Peet: Is mass mailing will be most effective? Laura states yes, example of Friendship Village in Kalamazoo who serves seniors have shown that mass mailings tends to be their most effective marketing tool. Something that is physical that they can have in hand.

Peterson: How often will the mass mailing be sent? Laura states it depends on the budget. In the original plan we budgeted for one mass mailing will. One mass mailing estimated cost is: 31,000 households based on 6x9 post card would total \$8,500.

Peterson: Was a newsletter disused in the marketing plan? Laura states yes, they would create a template design and the COA would be responsible for printing and mailing.

Laura Hosler asks the board who is currently managing the Facebook page and is it our practice to post two times a month. Laura would like to have that increased to twice a week and have those scheduled for the year. Sherry responds that staff currently manages our Facebook page and agrees to more frequent Facebook postings.

Heavener: Sally comments that she believes Laura is spot on with increasing social media and having them scheduled two times a week throughout the year but this will require staff to monitor and interact. Additionally, Sally states the mailing

should happen more than once to build relationships with the public and positive feelings of the public going into the vote on the next millage.

\*0924 we lost Larry again

Laura states that she will touch base with Sherry to get the last pieces she needs from her and looks forward to seeing everyone at the next meeting.

Phelps: no comment

Kelsey: no comment

Butler: no comment

Cain: no comment

## **ADMINISTRATIVE REPORTS:**

### **Director's Report (Attachment B)**

- The Allegan County Fair will be having Senior Day at the Fair on Tuesday, September 14, 2021!! Sherry spoke with Mr. Haarsma (the pancake guy) and he is ready to make the pancakes! For our newer members, the COA hosts this event and helps serve and get seniors to their tables with their food. This is a great outreach for the Commission on Aging and I hope you will all join me at 7:15 am in the big tent on top of the hill. More information to follow!
- The Proposal Review Committee who reviewed the proposal asked some great questions of this provider. This is an action item later in the meeting
- The COVID call center is now cancelled due to lack of need. Efficiency of the way vaccines are being run now has reduced the need for this call center.
- Transportation was also provided to the vaccine clinics. To date, here are the number of trips: February – 14 trips, March – 24 trips, April – 32 trips, May – 6 trips
- On May 27th, the Board of Commissioners accepted the COA recommendation to award the contract for the Marketing Campaign to Greenstreet Marketing and Design. The BOC has a very high interest and has asked for updates along the way
- We still have one vacancy on the board. If anyone is interested in applications to give to people, please let Sherry know and she will provide this.
- Dean asks about the transportation for COVID clients. Sherry explains that we can provide the amount spent on these transportation rides at the July meeting.
- Larry re-enters meeting

### **Financial Reports (Attachment C)**

- Position Request – For some time, the COA has discussed increasing the staffing levels to align with the increase to services over the last millage cycle. After much discussion with our team, we have formally requested another Senior Services Counselor as part of the 2022 budget
- 2022 Revenue and Expenditure documents – Please note that the totals in expenditures do not include compensation – these are added as part of the budget approval process and will affect the overall expenditures and necessary use of fund balance.

- Sherry explains that red mean this is less than what was spent last year and green means this is more than what was spent last year at this time
- Additionally, Sherry reviews the currently collected revenue and expenditures.

#### Outreach Report (**Attachment D**)

- Big thanks to Sally Heavener for signing up to take the MMAP training to be ready for open enrollment beginning in October.
- MMAP is a 3 day online training. We have a high demand for MMAP. For anyone who has the time and desire to become MMAP certified, this is an opportunity to do a lot of good for many years to come.

#### **ACTION ITEMS:**

##### 1. **In-Home Supports – Paragon Home Health Care (Attachment F)**

###### **Round Table Notes:**

**Butler:** If Paragon does not meet their hiring goals, what are our thoughts to meet plan B, C, D, etc. to meet the potential new customer needs?

**Sherry explains we have to look at the criteria for the service and make choices and changes to IHS and make it less of a cleaning service and more of a home health aide service to make seniors safe in their home.**

**Motion:** Recommend the BOC authorize and agreement with Paragon Home Health Care to contract with the County as an additional In-Home Supports Provider at the current unit rate (\$26.52 – 2021 and \$27.32 – 2022)

**Moved by Richard Butler, seconded by Sally Heavener to recommend the BOC authorize and agreement with Paragon Home Health Care to contract with the County as an additional In-Home Supports Provider at the current unit rate (\$26.52 – 2021 and \$27.32 – 2022)**

**Motion carried by roll call vote. Yeas: 10 votes, Nays: 0 votes**

##### 2. 2022 Budget Review and Support

###### a. Review Position Request for Senior Services Counselor (**Attachment G**)

###### **Round Table Notes:**

**Peterson:** What is the pay schedule? Sherry states this is a level B22 position and shows projected cost for this position that was provided from HR

**Motion:** Support the Position Request as presented

Moved by Patricia Peterson, seconded by Lou Phelps to support the Position Request as presented

Motion carried by roll call vote. Yeas: 10 votes, Nays: 0 votes

**b. Review Projected Revenue and Expenditure Documents (Attachment H)**

**Motion:** Support the 2022 budget as presented

Moved by Alice Kelsey, seconded by Sally Heavener to support the 2022 budget as presented

Motion carried by roll call vote. Yeas: 10 votes, Nays: 0 votes

**DISCUSSION ITEMS:**

1. Senior Day at the Fair
  - Tuesday, Sept 14<sup>th</sup> 2021
  - Sherry explains Boomer Bash was not a go this year due to planning involved but with the fair, it's a fantastic opportunity and perfect timing for getting the COA back out in the community and interacting with the public following more than a year of COVID pandemic.

**Round Table Notes:**

Heavener: Ask for clarification of the date and time. Sherry clarifies it is Tuesday September 14<sup>th</sup> and the commitment is generally from 7:00am to 11:00am

**NOTICE OF APPOINTMENTS:** 1 At Large seats vacant

- Dean Kapenga states the Laketown supervisor will have an application turned in soon

**FUTURE AGENDA ITEMS:**

- Sherry asked if the agenda format used today in that is more aligned with the BOC worked for everyone today
  - Larry thought it was a good idea but will have to get use the new format
  - Rich agrees he liked seeing the proposed motions
- Larry states the July meeting has the potential of doing a live meeting with a Zoom option for those that need it. More information to come

**SUBCOMMITTEE REPORTS:**

AAAWM Board of Directors- No Meeting  
AAAWM Advisory Council- Natalie give brief summary of meeting  
Outreach Sub-Committee- Pat states no feedback yet. Pat is waiting for the marketing firm to get the ball rolling with Greenstreet

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

Peterson- Pat read about legislation in Mary Whiteford's newsletter mentioning grants for senior centers but is unsure what where the grant money can be used. She will look into this further

**ADJOURNMENT:**

Motion to adjourn made by Dean Kapenga and seconded by Rick Cain. Motion carried. Meeting adjourned by Larry Ladenburger at 10:10am

**Next Meeting – July 21, 2021, 9:00am – 11:00am am via Zoom unless otherwise notified**

## 2021 SENIOR MILLAGE BUDGET PROJECTIONS

	BUDGET	JAN ACTUAL	FEB ACTUAL	MAR ACTUAL	APR PROJ.	MAY PROJ.	JUN PROJ.	JUL PROJ.	AUG PROJ.	SEP PROJ.	OCT PROJ.	NOV PROJ.	DEC PROJ.	TOTAL PROJECTED	BUD VS ACTUAL
<b>ADMINISTRATIVE</b>	<b>\$308,241</b>	<b>\$24,172</b>	<b>\$19,668</b>	<b>\$19,626</b>	<b>\$20,392</b>	\$20,392	\$20,392	\$20,392	\$20,392	\$20,392	\$20,392	\$20,392	\$20,392	<b>\$246,992</b>	\$61,249
<b>ADULT DAY CARE</b>	<b>\$232,627</b>														
CLIENTS SERVED		16	16	16	19	0	0	0	0	0	0	0	0		
UNITS SERVED	29,197	815	777	818	797	797	797	797	797	797	797	797	797	<b>9,583</b>	19,614
TOTAL COST MONTHLY	\$19,386	\$6,724	\$6,749	\$6,749	\$6,575	\$6,575	\$6,575	\$6,575	\$6,575	\$6,575	\$6,575	\$6,575	\$6,575	<b>\$79,397</b>	\$153,230
<b>HOME DEL. MEALS</b>	<b>\$702,285</b>														
CLIENTS SERVED		312	299	307	302	0	0	0	0	0	0	0	0		
UNITS SERVED	98,636	7,278	7,291	8,228	5,601	5,601	5,601	5,601	5,601	5,601	5,601	5,601	5,601	<b>73,206</b>	25,430
TOTAL COST MONTHLY	\$58,523	\$51,819	\$58,532	\$58,532	\$39,879	\$58,532	\$58,532	\$58,532	\$58,532	\$58,532	\$58,532	\$58,532	\$58,532	<b>\$677,018</b>	\$25,267
<b>IN HOME SUPPORTS</b>	<b>\$1,367,590</b>														
CLIENTS SERVED		536	518	507	516	0	0	0	0	0	0	0	0		
UNITS SERVED	51,568	3,694	3,561	4,093	3,697	3,697	3,697	3,697	3,697	3,697	3,697	3,697	3,697	<b>44,620</b>	6,948
TOTAL COST MONTHLY	\$113,966	\$97,958	\$94,431	\$108,533	\$98,051	\$98,044	\$98,044	\$98,044	\$98,044	\$98,044	\$98,044	\$98,044	\$98,044	<b>\$1,183,329</b>	\$184,261
<b>PERS. EMERG. RESP.</b>	<b>\$148,743</b>														
CLIENTS SERVED		715	715	710	711	0	0	0	0	0	0	0	0		
UNITS SERVED	7,083	718	715	710	711	711	711	711	711	711	711	711	711	<b>8,542</b>	(1,459)
TOTAL COST MONTHLY	\$12,395.25	\$14,167	\$14,154	\$14,094	\$14,122	\$14,122	\$14,122	\$14,122	\$14,122	\$14,122	\$14,122	\$14,122	\$14,122	<b>\$169,513</b>	(\$20,770)
<b>TRANSPORTATION</b>	<b>\$166,611</b>														
CLIENTS SERVED		83	82	90	83	0	0	0	0	0	0	0	0		
UNITS SERVED	123,285	9,556	9,368	8,901	7,675	7,675	7,675	7,675	7,675	7,675	7,675	7,675	7,675	<b>96,900</b>	26,384
ADD'L TRANS. COSTS		\$7,343	\$7,795	\$12,117	\$7,676	\$7,676	\$7,676	\$7,676	\$7,676	\$7,676	\$7,676	\$7,676	\$7,676	<b>\$96,339</b>	
TOTAL COST MONTHLY	\$11,406	\$12,694	\$13,042	\$17,102	\$11,974	\$11,974	\$11,974	\$11,974	\$11,974	\$11,974	\$11,974	\$11,974	\$11,974	<b>150,604</b>	\$16,007
UNMET RIDES		1	0	1	0	0	0	0	0	0	0	0	0	<b>2</b>	
<b>TOTAL EXPENDITURES</b>	<b>\$2,926,097</b>	<b>\$207,535</b>	<b>\$206,576</b>	<b>\$224,637</b>	<b>\$190,993</b>	\$209,639	\$209,639	\$209,639	\$209,639	\$209,639	\$209,639	\$209,639	\$209,639	<b>\$2,506,853</b>	\$419,244
DONATIONS		\$35	\$50	\$765	\$359	\$0	\$0	\$0	\$0	\$0	\$82	\$186	\$116	<b>\$1,593</b>	
REVENUE	\$2,686,463	\$974,648	\$718,550	\$595,205	\$0	\$265	\$97,343	\$17,912	\$454	\$162	\$40	\$0	\$185,412	<b>\$2,589,991</b>	
TOTAL REVENUE		\$974,683	\$718,600	\$595,970	\$359	\$265	\$97,343	\$17,912	\$454	\$162	\$122	\$186	\$185,528	<b>\$2,591,584</b>	<b>\$94,879</b>

**RED = DECREASE FROM 2020 FIGURES**

**GREEN = INCREASE FROM 2020 FIGURES**

Please note: The numbers represented in this report reflect expenses accrued by month.

2021 BEGINNING FUND BALANCE \$920,776

MANDATORY 10% RESERVE \$292,610

UNALLOCATED FUND BALANCE \$628,166

NET RESULT OF CURRENT OPERATIONS \$83,138

**ESTIMATED UNALLOCATED FUNDS YEAR END \$711,304**

Revenue and Expenditure by Fund

Allegan County

Fiscal Year: 2021 Through Period: 5

	2021 Budget	5 - 5 Actual	Year-To-Date Actual	Encumbrances	Balance	Expend %
<b>FUND: 2950 SENIOR MILLAGE</b>						
<b>REVENUES</b>						
2950.672.403.00.00 CURRENT PROPERTY TAX	2,507,963.00	0.00	2,511,089.85	0.00	(3,126.85)	100.12
2950.672.427.00.00 PAYMENTS IN LIEU OF TAXES	33,000.00	0.00	(5,579.72)	0.00	38,579.72	(16.91)
2950.672.573.00.00 State Grant - Local Comm Stabilization	130,000.00	0.00	0.00	0.00	130,000.00	0.00
2950.672.665.00.00 INTEREST EARNED - DEPOSITS	14,500.00	0.00	0.00	0.00	14,500.00	0.00
2950.672.675.00.00 CONTRIBUTIONS & DONATIONS	1,000.00	359.00	2,049.80	0.00	(1,049.80)	204.98
2950.672.694.00.00 OTHER REVENUE	0.00	0.00	137.50	0.00	(137.50)	0.00
<b>TOTAL REVENUES</b>	<b>2,686,463.00</b>	<b>359.00</b>	<b>2,507,697.43</b>	<b>0.00</b>	<b>178,765.57</b>	<b>93.35</b>
<b>EXPENDITURES</b>						
2950.672.703.00.00 SALARIES & WAGES - PERMANENT	133,638.00	10,192.88	51,460.53	0.00	82,177.47	38.51
2950.672.706.00.00 SALARIES & WAGES - PER DIEM	2,730.00	210.00	1,400.00	0.00	1,330.00	51.28
2950.672.710.00.00 OTHER COMPENSATION	0.00	0.00	173.53	0.00	(173.53)	0.00
2950.672.710.01.00 Stipend	554.00	46.20	231.00	0.00	323.00	41.70
2950.672.715.01.00 SOCIAL SECURITY -FICA TAXES-	10,131.00	763.08	3,903.59	0.00	6,227.41	38.53
2950.672.716.00.00 HOSP INSURANCE - EMPLOYER	36,295.00	3,019.01	15,219.30	0.00	21,075.70	41.93
2950.672.718.00.00 RET. FUND CONT. - EMPLOYER	9,355.00	713.52	3,602.27	0.00	5,752.73	38.51
2950.672.722.00.00 LIFE INSURANCE	174.00	12.54	62.70	0.00	111.30	36.03
2950.672.724.00.00 WORKERS COMPENSATION INS.	147.00	9.16	51.75	0.00	95.25	35.20
2950.672.725.00.00 DISABILITY INSURANCE	901.00	67.59	336.64	0.00	564.36	37.36
2950.672.727.00.00 OFFICE SUPPLIES	626.00	133.29	169.78	0.00	456.22	27.12
2950.672.728.00.00 PRINTING & BINDING	262.00	0.00	0.00	0.00	262.00	0.00
2950.672.730.00.00 POSTAGE	550.00	0.00	0.00	0.00	550.00	0.00
2950.672.811.00.00 MEMBERSHIPS & SUBSCRIPTIONS	100.00	0.00	0.00	0.00	100.00	0.00
2950.672.818.00.00 Outside Contractual Services	15,000.00	218.85	7,786.63	0.00	7,213.37	51.91
2950.672.818.01.00 Outside Contractual Service	0.00	0.00	4,992.50	0.00	(4,992.50)	0.00
2950.672.818.02.00 Outside Contractual Serv - Adult Dayca	232,627.00	6,575.25	26,453.63	0.00	206,173.37	11.37
2950.672.818.03.00 Outside Contractual Serv - Hm Del Mea	702,285.00	39,879.12	206,679.36	0.00	495,605.64	29.43
2950.672.818.04.00 Outside Contract Serv - In Hm Support	1,367,590.00	96,459.87	397,382.31	0.00	970,207.69	29.06
2950.672.818.05.00 Outside Contract Serv - Per Emeryg Re	148,743.00	14,122.00	56,537.00	0.00	92,206.00	38.01

Please note: This report includes actual payments for the current month.



Revenue and Expenditure by Fund

Allegan County

Fiscal Year: 2021 Through Period: 5

	2021 Budget	5 - 5 Actual	Year-To-Date Actual	Encumbrances	Balance	Expend %
<b>FUND: 2950 SENIOR MILLAGE</b>						
<b>EXPENDITURES</b>						
2950.672.818.06.00 Outside Contract Serv - Transportation	166,611.00	5,617.61	51,828.69	0.00	114,782.31	31.11
2950.672.820.00.00 Indirect Cost Allocation	56,265.00	4,782.00	23,910.00	0.00	32,355.00	42.50
2950.672.861.00.00 TRAVEL EXPENSES-ROUTINE/OPER.	2,000.00	0.00	0.00	0.00	2,000.00	0.00
2950.672.861.01.00 Educ/Train Rm & Bd	1,000.00	0.00	0.00	0.00	1,000.00	0.00
2950.672.861.02.00 Educ/Train/Conf Travel	600.00	0.00	0.00	0.00	600.00	0.00
2950.672.861.03.00 Educ/Train/Conf - Registration	800.00	0.00	0.00	0.00	800.00	0.00
2950.672.901.00.00 ADVERTISING	23,500.00	0.00	0.00	0.00	23,500.00	0.00
2950.672.917.00.00 LIABILITY INSURANCE	11,113.00	0.00	0.00	0.00	11,113.00	0.00
2950.672.954.00.00 EQUIPMENT	2,500.00	36.03	144.10	0.00	2,355.90	5.76
2950.672.964.00.00 REFUNDS AND REBATES	0.00	187.68	267.01	0.00	(267.01)	0.00
<b>TOTAL EXPENDITURES</b>	<b>2,926,097.00</b>	<b>183,045.68</b>	<b>852,592.32</b>	<b>0.00</b>	<b>2,073,504.68</b>	<b>29.14</b>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>(239,634.00)</b>	<b>(182,686.68)</b>	<b>1,655,105.11</b>	<b>0.00</b>	<b>(1,894,739.11)</b>	<b>(690.68)</b>
<b>GRAND TOTAL REVENUES</b>	<b>2,686,463.00</b>	<b>359.00</b>	<b>2,507,697.43</b>	<b>0.00</b>	<b>178,765.57</b>	<b>93.35</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>2,926,097.00</b>	<b>183,045.68</b>	<b>852,592.32</b>	<b>0.00</b>	<b>2,073,504.68</b>	<b>29.14</b>
<b>GRAND EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>(239,634.00)</b>	<b>(182,686.68)</b>	<b>1,655,105.11</b>	<b>0.00</b>	<b>(1,894,739.11)</b>	<b>(690.68)</b>

Please note: This report includes actual payments for the current month.

## S T A T E O F M I C H I G A N

## BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

**AREA AGENCY ON AGING OF WESTERN MICHIGAN (AAAWM)—APPROVE  
ANNUAL IMPLEMENTATION PLAN (AIP) FY2022**

**WHEREAS**, in August of 2021 the State Commission on Services to the Aging will be securing funds for services and programs to help older adults within Region 8 (Counties of Allegan, Ionia, Kent, Lake, Mason, Mecosta, Montcalm, Newaygo, and Osceola) for the period from October 1, 2021 to September 30, 2022; and

**WHEREAS**, the AAWM Board of Directors accepted the AIP on June 28, 2021, and has submitted it to the Allegan County Board of Commissioners for review and approval before August 2, 2021; and

**WHEREAS**, on July 21, 2021, the Allegan County's Commission on Aging (COA) will be reviewing this plan.

**THEREFORE BE IT RESOLVED**, that in accordance with all statutes and policies governing the AAWM, the Allegan County Board of Commissioners supports the AIP for FY2022 as presented contingent upon the COA's review; should the COA identify any concerns, such comments should be brought to the Board July 22, 2021 for final consideration.



ALLEGAN COUNTY  
REQUEST FOR ACTION FORM

Completed RFA form must be attached to a work order request through the Track-It System. If you have any questions regarding this process, please contact Administration @ ext. 2633.

RFA#: \_\_\_\_\_

Date: June 28, 2021

Request Type Routine Items  
Department Requesting Senior Services  
Submitted By Sherry Owens  
Contact Information (269) 686-5144

**Board Approval: Items historically done on a periodic basis or Proclamations, directly to Board for action; Political positions require Board discussion.**

Description

The Area Agency on Aging of Western Michigan (AAAWM) is requesting Board of Commissioner approval of their Annual Implementation Plan (AIP). The Commission on Aging will review this plan and make recommendation on Wednesday, July 21, 2021; however the AAWM timeline requires this action take place prior to July 28, 2021.

**A R E A  
AGENCY  
ON AGING  
OF WESTERN  
MICHIGAN**

*The Source for Seniors*

**EXECUTIVE  
COMMITTEE**

**CHAIRPERSON**  
*Bill Routley*

**VICE CHAIRPERSON**  
*Farilyn Burns*

**SECRETARY**  
*Carol Hennessy*

**TREASURER**  
*Synthia LaBelle*

**MEMBER-AT-LARGE**  
*Ancy Nielsen*

**ADVISORY COUNCIL  
CHAIRPERSON**  
*Robert Sundholm*

**EXECUTIVE DIRECTOR**  
*Debbie O'Connor*

**BOARD OF DIRECTORS**

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*Stuart Peet*

**OSHTON COUNTY**  
*Tom. David Hodges*  
*Annemis Sitzer*

**OSHTON COUNTY**  
*Tom. Carol Hennessy*  
*Ancy Nielsen*

**OSHTON COUNTY**  
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*Farilyn Burns*

**OSHTON COUNTY**  
*Tom. Ron Bacon*  
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**OSHTON COUNTY**  
*Tom. Bill Routley*  
*Baron Bongard*

**OSHTON COUNTY**  
*Tom. Michael Beach*  
*Wanda Weger*

**OSHTON COUNTY**  
*Tom. Ken DeLaat*  
*Synthia LaBelle*

**OSHTON COUNTY**  
*Tom. Timothy Mitchell*  
*Richard Karns*

**CITY OF GRAND RAPIDS**  
*Tom. DeVries*  
*Tom. Milinda Ysasi*

June 28, 2021

Jim Storey  
Allegan County Board of Commissioners  
Allegan County Building  
113 Chestnut Street  
Allegan, MI 49010

Dear Mr. Storey,

Enclosed is a copy of the Area Agency on Aging of Western Michigan's (AAAWM) proposed Annual Implementation Plan for fiscal year 2022. You may access an electronic copy at [AAAWM.org](http://AAAWM.org) "About Us" -> "Plans"

When approved by the State of Michigan Commission on Services to the Aging in August 2021, the AIP secures funding for services and programs to help older adults in Allegan County from October 1, 2021 to September 30, 2022.

The AIP was accepted by our Board of Directors as its June 28<sup>th</sup>, 2021 meeting. You are represented on that Board by one commissioner and one private citizen from your county.

We respectfully request your County Commission's written approval of this Plan. Responses must be received by AAAWM on or before August 2<sup>nd</sup>, 2021. If we have not been contacted by that date, we will assume the County Commission's implied approval of the FY 2022 AIP.

Please send your response to:

Anne Domanski  
AAAWM  
3215 Eaglecrest Drive NE  
Grand Rapids, MI 49525

Alternatively, you can email a response to: [anned@aaawm.org](mailto:anned@aaawm.org)

If the Commission does not support the AIP, please let me know. If there are any questions please feel free to contact me. I can be reached via email at [anned@aaawm.org](mailto:anned@aaawm.org), fax at 616-456-5692, or by phone at 616-222-7015.

Sincerely,



Anne Domanski  
Advocacy Coordinator and Grant Writer

Cc: Bob Genetski - County Clerk, ~~Rob Sarro~~ - County Administrator  
Director of Allegan Senior and Veteran Services - Sherry Owens  
AAAWM Board of Directors - Stuart Peet, Rick Cain,  
AAAWM Advisory Council Members - Thomas Peelle, Natalie Van Houten

**Mission:** Provide older persons and persons with a disability an array of services designed to promote independence and dignity in their homes and their communities.

## Allegan County Board of Commissioners

### AAAMW FY 2022 AIP Summary

The Annual Implementation Plan (AIP), is quite a collaborative effort. Really touching each department here at AAAMW.

The Plan highlighted some successes from this past year and fiscal year 2021. In particular, concerning the adjustments made due to the Covid-19 Pandemic.

#### **Successes:**

From changing how meals are delivered, to transportation, and even remote training for caregivers, it has been an all hands-on-deck experience.

#### **Challenges:**

One is simply fatigue from loved ones unable to attend day programs or gather and enjoy congregate meals.

The Pandemic put real stress on caregivers – both family caregivers and home health staff.

The shortage of Direct Care Workers (DCW) created all kinds of havoc. The continued shortage does pose a threat to the home and community-based care model. It is a real crisis, and this is mentioned in the report.

#### **Positives:**

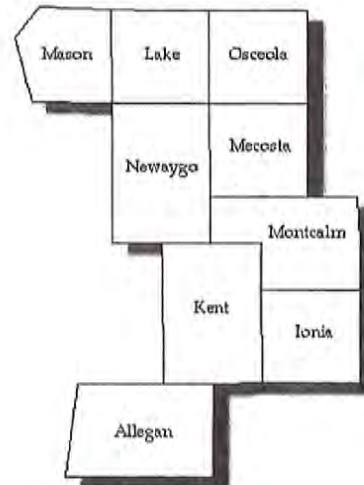
There are a few positives moving forward. The Diversity, Equity, and Inclusion mandate is taken seriously and growing in development. AAAMW created an internal committee to research these issues and make recommendations to the broader staff.

Four (4) staff members will be attending training at the state headquarters in the fall and winter months. The trainings will be 4 half day sessions. Once these staff have completed the training, the remaining AAAMW staff can be trained as well.

One new service that was added last fiscal year, but not fully developed due to the Covid-19 Pandemic, is Options Counseling. There is renewed effort to further develop that service, and funding has been set aside for it.

All in all, getting the Annual Implementation Plan together is a lengthy process. The final full length plan is schedule to be submitted June 28, 2021 after the AAAMW Board gives their approval.

2020-2022 Multi Year Plan  
**FY 2022 Annual Implementation Plan**  
**Area Agency on Aging of Western Michigan**



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**Planning and Service Area**  
Allegan, Ionia, Kent, Lake,  
Mason, Mecosta, Montcalm,  
Newaygo, Osceola

**Area Agency on Aging of Western  
Michigan, Inc.**

3215 Eaglecrest Dr., NE  
Grand Rapids, MI 49525  
616-456-5664 (phone)  
888-456-5664 (toll-free)  
616-456-5692 (fax)  
Jackie O'Connor, Executive Director  
[www.aaawm.org](http://www.aaawm.org)

**Field Representative Laura McMurtry**  
[McMurtryL@michigan.gov](mailto:McMurtryL@michigan.gov)  
517-284-0174

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STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

FY2020-2022 Multi Year Plan

FY 2022 Annual Implementation Plan

Area Agency on Aging of Western MI, Inc.

FY 2022

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STATE OF MICHIGAN  
Michigan Department of Health & Human Services  
**AGING AND ADULT SERVICES AGENCY**

FY2020-2022 Multi Year Plan

FY 2022 Annual Implementation Plan

Area Agency on Aging of Western MI, Inc.

FY 2022

**Executive Summary**

**Include a brief description of the planning and service area and any significant changes to the current area plan: (A) Any significant new priorities, plans or objectives set by the area agency for the use of Older Americans Act (OAA) and state funding during FY 2022. If there are no new activities or changes, note that in your response. (B) Include changes, if any, to the access, in-home and community-based services and supports provided within the plan. (C) Address the agency's response to the COVID-19 pandemic emergency, including a description of the challenges and continuing needs brought on by this emergency. (D) Current information about contingency planning for potential reduced federal funding (if plans include the pursuit of alternative funding, identify specific funding sources). (E) A description of progress made through advocacy efforts to date and focus of advocacy efforts in FY 2022.**

**Include a brief description of the planning and service area and any significant changes to the current area plan:**

*The mission of the Area Agency on Aging of Western Michigan (AAAWM) is to provide older persons and persons with a disability an array of services designed to promote independence and dignity in their homes and their communities.*

*AAAWM strives to be recognized as the expert in quality person-centered programs within the West Michigan community by utilizing funding from the Older Americans Act (OAA), Kent County Senior Millage, and other resources. As the leader of older adult service development, we are the ultimate informational source for valued adult services.*

*The Planning Service Area (PSA) for AAWM Region 8 is made up of the following nine counties: Allegan, Ionia, Kent, Lake, Mason, Mecosta, Montcalm, Newaygo, and Osceola.*

*AAAWM has a dedicated and experienced staff with expansive knowledge of the aging process and aging network. Through decades of retention, AAWM staff and Service Partners are committed to providing high quality, innovative and person-centered services to seniors and those with disabilities.*

*AAAWM has long been a "best-kept secret" in West Michigan. It is common for older adults and their families to seek out information concerning services and supports only after facing a crisis situation. To help navigate this situation and educate the public, we have instituted marketing initiatives that directly tie into increased community awareness and coordinating with partners to optimize service delivery during the ongoing pandemic. This continues to be done through social media posts, email newsletters, articles, virtual events, and media interviews.*

*As an example, our WZZM 13 On Your Side Sandwich Generation Sponsorship wrapped up in November 2020. This 12-month program was a large success and included a commercial, monthly interview segments, featured branded articles, and display ads. Our 30 second commercial aired 193 times and received 613,000 unique impressions (watched by an individual) throughout the year. As of March 2021, we again are*



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*taking part in a similar sponsorship with WZZM that will run through December 2021. This and other partnerships have expanded outreach to older adults, their caregivers, family and friends who otherwise may not have known about AAAWM or the array of services available.*

**Fiscal Year 2022**

*AAAWM's primary focus for FY 2022 may continue to be affected by the Covid[1]19 pandemic. Regardless of the extent or aftermath of the pandemic, services will continue. AAAWM supports its Service Partners as they tirelessly navigate new and innovative ways to ensure older adults can remain safely in their own homes and communities. This also includes addressing pandemic fatigue among Service Partners and AAAWM Staff. Mental health trainings will begin in the summer of 2021.*

*As such, AAAWM will focus on those services that are most critical to the health and well-being of older adults. Nutrition, Transportation, and In-Home Services, as well as Caregiver Support and Care Management are priority. AAAWM will persist in implementing innovative ideas for service delivery.*

**Challenges, Changes, and Adaptations**

*Before the pandemic, the minimal amount of Personal Protective Equipment (PPE) that was needed was readily available for those staff who required the use of such equipment in the home. Although in-home caregivers have always practiced safe and sanitary care, more shielding PPE is now needed than originally required for all tasks. Partners are challenged with a new expense, additional time performing tasks and restrictive movement.*

*Technology has allowed most staff to work from home. With the addition of new laptops, Microsoft Teams, and ZOOM, many staff have been able to adapt and find a new normal with day-to-day communication, connecting to colleagues and Service Partners. These technologies have made a big difference in allowing staff to stay in touch, "see" each other, and also have group meetings virtually. Teams has allowed AAAWM staff to have their office phones on their computer. Once back to the office, the office phone sitting on a desk will be a thing of the past.*

*Isolation and loneliness have long been an ongoing issue for older adults. The Covid-19 pandemic has exacerbated the issue, confining many older adults to their homes with little opportunity for interaction with others. Additionally, family caregivers are also facing new challenges. Those living with their loved one may feel extra stress and have less access to respite opportunities creating fatigue. Some who care for loved ones and do not share a home, face the additional stressors of managing care from a distance and navigating a new and changing system of service delivery.*

*The number of qualified Direct Care Workers who provide a vital service to help our aging and disability community remain at home, has reached a crisis. Due to the overwhelming number of women who work in the field, many have needed to stay home during the pandemic to care for children who might otherwise be in school. With a shortage of workers within this economic bracket community-wide, the resource of direct care workers has been hit especially hard.*



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*AAAWM Service Partners have adjusted quickly to pandemic challenges. Although there are many unknowns regarding when and how some businesses can return to "normal", Service Partners are continually developing plans for how to safely return to providing all services for older adults. In the meantime, Partners are providing many services in new and creative ways. Highlighted below are some examples:*

**Transportation** partners have adapted and are still providing vital rides for those in need. Required face masks, more frequent cleaning and sanitizing along with limits on the number of riders are all the new norm. Essential medical trips or essential shopping trips are being provided by partners, with the limit being three clients to a bus.

Many programs for seniors and family caregivers, including **Disease Prevention/Health Promotion** and Caregiver resources have adapted and are offering on-line or virtual programming to the participant's home.

**Service Partners** are making daily wellness calls to participants who have requested them. These calls serve to improve the senior's social and emotional well-being.

Ensuring older adults have access to healthy, nutritious food remains a top priority. Meal programs have seen significant changes over this past year. This system was designed to provide food to older adults in need. The system was not funded or intended to provide food to all older adults who live at home. Covid-19 significantly changed this as all older adults were considered "at-risk" and were encouraged to stay at home. This has exponentially increased the number of people who qualify for nutrition services.

**Home delivered meals** previously guaranteed a visual check on clients and social interaction through conversation. Now, food is left at doorsteps and the client is called to make sure they are okay. This helps to keep both the client and the driver safe.

**Congregate meals** offered social interaction and activities along with a meal. Some Nutrition Partners are now offering grab and go meals or clients have been added to home delivered meal routes. Many congregate hosts are calling clients to provide them with social interaction. Bingo is now virtual.

The system has encountered capacity issues both in procuring food as well as delivering increased amounts of food. This has led to some decrease in client choice; however, meal programs remain committed to providing meals that meet nutritional standards. In 2021 older adults benefited and enjoyed the Quarantine food boxes and the weekly produce boxes through statewide collaborations.

Hopefully this summary has helped to highlight some of the successes, challenges, and changes that have taken place for our Service Partners and AAWM. We are looking forward as we move into fiscal year 2022.

**A) Any significant new priorities, plans or objectives set by the area agency for the use of Older Americans Act (OAA) and state funding during FY 2022. If there are no new activities or changes, note that in your response.**

*No new priorities, plans, or objectives.*



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**(B) Include changes, if any, to the access, in-home and community-based services and supports provided within the plan.**

*In the FY 2021 Plan, AAAWM added Options Counseling as a new service. Due to the Pandemic, the program was not able to be developed beyond the use of local funding. In FY 2022, the Options Counseling service will be able to grow and expand using OAA funding.*

**(C) Address the agency's response to the COVID-19 pandemic emergency, including a description of the challenges and continuing needs brought on by this emergency.**

***Congregate meals** offered a different type social interaction and activities along with a meal during the Pandemic. Some Nutrition Partners offered grab and go meals or clients were added to home delivered meal routes. Many congregate hosts called clients to provide them with social interaction. Bingo is even virtual.*

*The system has encountered capacity issues both in procuring food as well as delivering increased amounts of food. This led to some decrease in client choice; however, meal programs remain committed to providing meals that meet nutritional standards. In 2021 older adults benefited and enjoyed the Quarantine food boxes and the weekly produce boxes through statewide collaborations.*

***Home delivered meals** previously guaranteed a visual check on clients and social interaction through conversation. Over the past year, food was left at doorsteps and the client called to make sure they are okay. This helped to keep both the client and the driver safe.*

***Isolation and loneliness** have long been an ongoing issue for older adults. The Covid-19 pandemic has exacerbated the issue, confining many older adults to their homes with little opportunity for interaction with others. Additionally, family caregivers also faced new challenges. Those living with their loved one felt extra stress and had less access to respite opportunities creating fatigue. In addition, some who care for loved ones and do not share a home, faced the additional stressors of managing care from a distance and navigating a new and changing system of service delivery. Through the No Wrong Door Grant funding, isolation was addressed with animatronic pets, special computer tablets, Amazon echo's, and the short term use of TracFones.*

*Many programs for seniors and family caregivers, including **Disease Prevention/Health Promotion** and Caregiver resources adapted and offered on-line or virtual programming to the participant's home.*

***Service Partners** have been making daily wellness calls to participants who have requested them. These calls serve to improve the senior's social and emotional well-being.*

*The number of qualified Direct Care Workers who provide a vital service to help our aging and disability community remain at home, has reached a crisis. Due to the overwhelming number of women who work in the field, many needed to stay home during the pandemic to care for children who might otherwise be in*

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*school. With a shortage of workers within this economic bracket community-wide, the resource of direct care workers has been hit especially hard.*

***Transportation** partners have adapted and are still providing vital rides for those in need. Required face masks, more frequent cleaning and sanitizing along with limits on the number of riders are all the new norm. Essential medical trips or essential shopping trips are being provided by partners, with the limit being three clients to a bus.*

**(D) Current information about contingency planning for potential reduced federal funding (if plans include the pursuit of alternative funding, identify specific funding sources).**

If federal funding were to be reduced, Covid – 19 funds to be used for one-time or infra-structural purchases, plus AAAMM would advocate strongly to keep funding. In addition, services would be prioritized as well as working with local senior millages.



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**County/Local Unit of Government Review**

**The Area Agency on Aging must send a request to the chairperson of each County Board of Commissioners within the Planning and Service Area (PSA), for approval of the final AIP by August 2, 2021. Notification can be sent via US mail or by electronic means, with delivery and signature confirmation, by no later than June 28, 2021. Describe the efforts made to distribute the AIP to, and gain support from, the appropriate county and/or local units of government.**

On June 24, 2021, an email was sent to each County/Grand Rapids Administrator, Clerk and Board Chair indicating that the AAAWM Annual Implementation Plan for FY 2022 would be sent to them by the end of the month. We requested that they review and approve the Plan at a July meeting. The AAAWM Board approved Plan was emailed and mailed to the same individuals on June 30, 2021. Anne Domanski, the writer of this Plan, provided her contact information in the correspondence. The offer was made to have relevant AAAWM staff attend any meeting to help address questions about the Plan.

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**Public Hearings**

Complete the chart below regarding your public hearing(s). Include the date, time, number of attendees and the location and accessibility of each public hearing. Please scan any written testimony (including emails received) as a PDF and upload on this tab. A narrative description of the public input strategy and hearing(s) is also required. Please describe the strategy/approach employed to encourage public attendance and testimony on the AIP. Describe all methods used to gain public input and the resultant impact on the AIP. Indicate whether the meeting complied with the Michigan Open Meetings Act. (See Transmittal Letter 2021-448.)

Date	Location	Time	Barrier Free?	No. of Attendees
06/07/2021	via ZOOM	01:00 PM	Yes	34

**The location and accessibility of each public hearing.**

Join via Zoom: <https://zoom.us/j/99347874346>

Join via Conference Call: +1(312) 626-6799

Meeting ID: 993 4787 4346

Concerning accessibility, the below notice was included with the information distributed concerning the hearing (please see "Public Hearing Announcement" in the attachments):

*"Anyone who requires an accommodation to facilitate participation in the online hearing should contact Anne Domanski at [AnneD@aaawm.org](mailto:AnneD@aaawm.org) or (616) 222-7015 as soon as possible, but no later than 48 hours before the scheduled event."*

**Please scan any written testimony (including emails received) as a PDF and upload on this tab. A narrative description of the public input strategy and hearing(s) is also required.**

Part of the strategy for public input was to include in the advertising materials that public input could be made at the hearing and anytime through June 21, 2021 by contacting Anne Domanski at [anned@aaawm.org](mailto:anned@aaawm.org) or calling 616-222-7015.

During the hearing, a pause was made available for comment six times. Three of the six times there were comments. If AAAMM staff were available to answer specific questions, they did. This provided for some lively conversation and opportunities for staff to hear from the public.

For example, there were quite a few attendees from the northern service area counties. A few people spoke up and mentioned that due to the antenna service they receive there, WZZM does not reach them. They mentioned various stations and our Public Relations staff member took notes and thanked them for sharing.

One email communication concerning FY AIP was received prior to the hearing. It has been uploaded.



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**Please describe the strategy/approach employed to encourage public attendance and testimony on the AIP.**

Marketing Department Sent Notices to the following outlets (see attachments), as well as verbal invitations during meetings, and email communication to all AAAWM's partners.

Allegan County News- editor@allegannews.com; rmlewis@allegannews.com

Ionia Sentinel-Standard- news@sentinel-standard.com; lori.kilchermann@sentinel-standard.com

Advance Newspapers (owned by mlive)- advancenews submissions@mlive.com

Mlive- skuyt@mlive.com; Mike\_wyngarden@mlive.com

Grand Rapids Press- grnews@mlive.com

Grand Rapids Times- staff@grtimes.com

GVSU- centerp@gvsu.edu

Rockford Squire- SquireProof@gmail.com

Lake County Star- <https://www.lakecountystar.com/contact/>

Ludington Daily News- patti@ludingtondailynews.com

The Pioneer (Big Rapids & Osceola)- Julie.Norwood@pioneergroup.com; blosinski@pioneergroup.com;

callan@pioneergroup.com; ddoyle@pioneergroup.com

The Daily News (Greenville)- news@thedailynews.cc

The Times Indicator- [tinews@comcast.net](mailto:tinews@comcast.net)

Pride Source- news@pridesource.com

Hispanic Chamber of Commerce- info@westmihcc.org

<http://www.elvoceromi.com/> - elvocero1@me.com

Native News Online (editor out of GR)

<https://www.experiencegr.com/about-grand-rapids/people/native-americans/> - levi@nativenewsonline.net

Holland Sentinel caleb.whitmer@hollandsentinel.com; newsroom@hollandsentinel.com

Allegan Flashes- debra.sloan@flashespublishers.com

Midwest Communications Inc (radio)- g.stevens@mwcradio.com; john.mcneill@mwcradio.com

WQXC 100.9 Allegan Kalamazoo- Newsroom news@wqxc.com

West Michigan Observer- localobserver@aol.com

WZZM- news@wzzm13.com

WOOD TV/Radio- reese@woodradio.com; bill.herbst@woodtv.com

FOX 17- memartin@fox17online.com

Up North Live- newsroom@upnorthlive.com

Mason County Press- editor@masoncountypress.com

9&10 News- news@9and10news.com

WION Radio (i1430)- carlyle@i1430.com

NewsNet Michigan- Newsroom news@minews26.com

WILX- tim.gillette@wilx.com

iheartmedia- Philtower@iheartmedia.com

Big Rapids Radio Network- Julia@BigRapidsradionetwork.com

Weekly Voice- Matt Seward mseward@weeklyvoice.net

**Describe all methods used to gain public input and the resultant impact on the AIP.**

Please see above concerning methods to gain public input. During the virtual public hearing, the Planner

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paused while the summary was read to allow attendees to respond to the respective sections for the AIP .

While the AIP was not changed, the Public Relations Specialist did take notes about suggestions concerning what TV and radio stations people mentioned that they would like to hear AAAM's advertising .

**Indicate whether the meeting complied with the Michigan Open Meetings Act. (See Transmittal Letter 2021-448.)**

Yes, the meeting complied with Transmittal Letter 2021-448 in regards to the Michigan Open Meetings Act.

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**Regional Service Definitions**

If the area agency is proposing to fund a new (not previously approved in this multi-year planning cycle) service category that is not included in the Operating Standards for Service Programs, then information about the proposed service category must be included in this section. Enter new regional service name, identify the service category and fund source, include unit or service, minimum standards and why activities cannot be funded under an existing service definition.

**Service Name/Definition**

Rationale (Explain why activities cannot be funded under an existing service definition.)

Service Category	Fund Source			Unit of Service
Access	Title III PartB	Title III PartD	Title III PartE	
In-Home	Title VII	State Alternative Care	State Access	
Community	State In-home	State Respite		
	Other _____			

**Minimum Standards**



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**Access Services**

Select from the list of access services those services the area agency plans to provide directly during FY 2022, and provide the information requested. Specify, in the appropriate text box for each service category, the planned goals and activities that will be undertaken to provide the service.

The Area Plan Grant Budget that is uploaded and saved in AMPS must include each access service to be provided directly in the Direct Service Budget details tab. The funding identified in this tab should correspond to the funding (federal OAA Title III or VII and state funds) identified in the Area Plan Grant Budget's Support Services Detail tab. The method of provision must be specified in the Service Summary tab.

**Care Management**

<u>Starting Date</u>	10/01/2021	<u>Ending Date</u>	09/30/2022
Total of Federal Dollars	\$76,475.00	Total of State Dollars	\$468,825.00

Geographic area to be served  
Region 8 - 9 counties

**Specify the planned goals and activities that will be undertaken to provide the service.**

**Goal:** To provide support to the frail, elderly, and those with disabilities, to prevent or delay institutional placement.

Timeline: ongoing

Expected Outcome: Serve Care Management (CM) clients and provide Option Counseling through the Community Living Program

**Goal:** To provide a level of care in concert with the MI Choice Waiver program that results in a continuum of long-term care services.

Timeline: ongoing

Expected Outcome: Allow for easy access to levels of care as people age in place in the community, maximizing federal, state, and local resources.

**Goal:** Advocate for growth of the MI Choice Waiver Program to ease demand on Care Management and other state and federally funded services.

Timeline: ongoing

Expected Outcome: Assure Medicaid and long-term care eligible individuals are served in the most appropriate program, resulting in a decreasing number of CM clients waiting for Waiver services.

**Goal:** Provide information, assistance, and support to family caregivers

Timeline: ongoing

Expected Outcome: Assure consumers and family members have information necessary to make informed choices reflected in the enrollment of CM programs.

**Goal:** Assure high quality services through continual quality improvement activities.

Timeline: ongoing

Expected Outcome: Achieve 95% or above overall compliance rate on program assessments.

**Goal:** Provide consumers with choice through a broadly based purchase of service provider pool.

Timeline: ongoing

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Expected Outcome: Consumers will receive services in a timely manner and person-centered care plans will be honored.

**Goal:** Transition CM clients to the MI Choice Waiver program as needs of eligibility change.

Timeline: ongoing

Expected Outcome: Assure seamless transition to address changing client needs as people age in place in the community.

Number of client pre-screenings:	Current Year:	23	Planned Next Year:	65
Number of initial client assessments:	Current Year:	23	Planned Next Year:	65
Number of initial client care plans:	Current Year:	23	Planned Next Year:	48
Total number of clients (carry over plus new):	Current Year:	222	Planned Next Year:	242
Staff to client ratio (Active and maintenance per Full time care	Current Year:	1:40	Planned Next Year:	1:40

**Information and Assistance**

<u>Starting Date</u>	10/01/2021	<u>Ending Date</u>	09/30/2022
Total of Federal Dollars	\$92,000.00	Total of State Dollars	\$28,000.00

Geographic area to be served

Region 8 - 9 counties

**Specify the planned goals and activities that will be undertaken to provide the service.**

Continue to answer calls in real time and clear voice mail within one business day.

Continue to use Voices For Health interpretation services to assure callers receive information in a manner most useful to them.

Assure all staff maintain AIRS certification

Take a proactive approach in processing all referrals from our wait lists and more assertively removing those who were not returning calls/committing to a referral when offered. This will help with the referral process, by reducing waiting times and connecting individuals to needed services.

**Options Counseling**

<u>Starting Date</u>	10/01/2021	<u>Ending Date</u>	09/30/2022
Total of Federal Dollars	\$100.00	Total of State Dollars	\$0.00

Geographic area to be served

Region 8 - 9 counties

**Specify the planned goals and activities that will be undertaken to provide the service.**

*Goal:*

Provide Options Counseling to 60 individuals during the 2022 fiscal year

*Activites:*



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*Work in tandem with Information and Assistance staff to provide in depth Options Counseling to callers whose needs go beyond simple Information and Assistance creating a continuum between Information and Assistance, community resources, and publicly funded Care Management programs*

*Provide face to face Options Counseling as a Local Contact Agency for persons residing in Skilled Nursing Facilities or Nursing Homes who are seeking information about other long-term care options.*



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**Direct Service Request**

Select the service from the list and enter the information requested pertaining to basis, justification and public hearing discussion for any new Direct Service Request for FY 2022. Specify in the appropriate text box for each service category the planned goals and activities that will be undertaken to provide the service. Include any COVID-19 policy waiver-approved direct provision of service that is continuing into FY 2022. Direct service budget details for FY 2022 are to be included under the Direct Service Budget tab in the Area Plan Grant Budget. The funding identified in this tab should correspond to the funding (Federal OAA Title III or VII and State funds) identified on the Support Services Detail page. Please skip this section if the area agency is not submitting a new request to provide an in-home, community, or nutrition service directly during FY 2022.

Total of Federal Dollars

Total of State Dollars

Geographic Area Served

Planned goals, objectives, and activities that will be undertaken to provide the service in the appropriate text box for each service category.

Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the direct service provision request (more than one may be selected).

(A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.

(B) Such services are directly related to the Area Agency's administrative functions.

(C) Such services can be provided more economically and with comparable quality by the Area Agency.

Provide a detailed justification for the direct service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency's efforts to secure services from an available provider of such services; or a description of the area agency's efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.

Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).

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**Regional Direct Service Request**

Area agencies that have a new request to provide a regional service directly must complete this tab for each service category. Enter the regional service name in the box and click "Add." The regional service name will appear in the dialog box on left after screen refresh. Select the link for the newly added regional direct service and enter the information requested pertaining to basis, justification and public hearing discussion for any new regional direct service request for FY 2022. Also specify in the appropriate text box for each service category the planned goals and activities that will be undertaken to provide the service. Include any COVID-19 policy waiver-approved regional direct provision of service that is continuing into FY 2022. Address any discussion at the public hearing related to each new regional direct service provision request. Regional Direct Service Budget details for FY 2022 are to be included under the appropriate tab in the Area Plan Grant Budget. The funding identified in this tab should correspond to the funding (federal OAA Title III or VII and state funds) identified in the Area Plan Grant Budget, Support Services Detail page.

Total of Federal Dollars

Total of State Dollars

Geographic Area Served

Planned goals and activities that will be undertaken to provide the service in the appropriate text box for each service category.

Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the direct service provision request (more than one may be selected).

(A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.

(B) Such services are directly related to the Area Agency's administrative functions.

(C) Such services can be provided more economically and with comparable quality by the Area Agency.

Provide a detailed justification for the direct service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency's efforts to secure services from an available provider of such services; or a description of the area agency's efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.

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Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).



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**Approved MYP Program Development Objectives**

Program development goals and objectives previously set by the area agency and approved by the CSA in this multi-year planning cycle are included as read-only. For each of these established program development objectives, a text box is included for the area agency to provide information on progress toward the objectives to date. This text box is editable. Please provide information on progress to date for each established objective under the section tab entitled "Progress."

For the Diversity, Equity and Inclusion (DEI) objective, include progress on trainings for staff and subcontractors in DEI and unconscious bias. Discuss efforts to ensure that programming and outreach is culturally sensitive and welcoming to all participants, including non-English speaking persons. Discuss efforts to ensure that providers are trained to adapt to diverse cultural needs.

**Area Agency on Aging Goal**

**A. Advocate Inform, and Empower those we serve.**

Objectives

1. Teach older adults how to use technology that can help enhance and make their lives easier .  
Timeline: 10/01/2019 to 09/30/2020

Progress

AAAWM has created a technology class called Making IT Easier. This class aims to educate older adults on how to use technology. Making IT Easier provides trainings through online videos and in-person classes. Lessons include how to setup your IPAD or tablet, access the Application Store, use SIRI, navigate FaceTime and Skype, use accessibility features on your phone and how to operate apps like SHIPT and Lyft. Classes can be customized to fit the need of the consumer; custom classes have been given on viruses, online scams and malware. There have been over 200 views for the online training videos which can be found at [www.aaawm.org/tech](http://www.aaawm.org/tech).

Technology presentations have been given at Grand Valley's Conference on Aging, United Methodist Community House, Eaglecrest Healthy Aging, Sheldon House, City of Wyoming Senior Center, Salvation Army, St. Alphonsus, Kent City Study Club and Porter Hills.

The No Wrong Door grant also allowed a few homebound seniors to learn how to operate a computer tablet or an Amazon Echo.

2. Provide resources, education, guidance, training and empowerment to support those caring for older adults, persons with Dementia, Alzheimer's disease or other chronic conditions. The Caregiver Resource Network recognizes that caregivers are a pivotal component of long-term care planning for older adults and that many older adults provide caregiving services to their own families and friends. AARP reports that, "more than 90% of persons 65 and older with disabilities who receive assistance receive informal care; nearly two-thirds rely solely on informal caregivers." As a result, the CRN is a vital part of the aging network in Region Eight, providing education and resources through their meetings as well as through their website,



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caregiverresource.net. The CRN has both enhanced existing and developed new public and private partnerships to better serve older adult caregivers.

Timeline: 10/01/2019 to 09/30/2020

Progress

The Caregiver Resource Network conducted its bi-monthly meetings in November, January, March and May. In November we hosted a local therapist who, discussed how we can still connect with our loved ones during the Holidays while facing a pandemic. Our January meeting was the state of the CRN and the efforts of our members. In March we invited a speaker the Grand Rapids Chamber of Commerce to talk about why African American history is important through all the months. In May, we had a leadership consultant talk about how to lead during a time of crisis. Due to the pandemic all meetings were held virtually this past fiscal year. We are pleased to share though that despite being virtual, we had great turn outs to our meetings. We believe that we are still connecting as a group, and therefore improving our service to older adults.

The CRN website continued to be updated. We believe that many people have found our services during the pandemic through our website.

3. Employ a robust advocacy strategy utilizing a wide variety of resources available including but not limited to AAAWM staff, Board, and Advisory Council as well as other partner organizations.

Timeline: 10/01/2019 to 09/30/2020

Progress

This past year has turned our large productive in-person advocacy efforts to virtual events. Efforts are still supported well but by smaller groups because of the limitations or inexperience with virtual meetings.

AAAWM is very proud of the various advocacy efforts that staff and many volunteers provide during the year. Our Advisory Council which is made up of representatives from our nine-county Region. They meet monthly, their main speaker either a Michigan legislator or policy expert. Letters are sent monthly to State and Federal legislator with their opinions on issues and bills. Advisory Council members share the information they learned back to their own county connections.

The Advocates for Senior Issues is one of the largest older adult advocacy groups in the State. The membership is over 200 (?) Kent and surrounding county residents. Monthly two hour meetings involves State and Federal legislators speaking and answering questions and then a speaker on an important issue. Though only one legislator speaks each meeting, their legislative friends often come to support the speaker.

AAAWM staff are involved in MSAC meetings and the planning and coordinating of the Older Michiganians Day functions.

AAAWM also provides pertinent information on issues through our website, Facebook page and monthly newsletters. We also participate in monthly radio shows, request from media reporters and have a commercial presence on tv.

**B. Help older adults maintain their health and independence at home and in their community.**

Objectives



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1. In FY 2020 and beyond AAAMM will continue building and expanding partnerships within the aging network to disseminate healthy aging programs to older adults. Evidence-based, healthy aging programming is a cornerstone of the array of services offered in Region Eight, the number of classes and participants continues to grow beyond expectations.

Timeline: 10/01/2019 to 09/30/2020

Progress

During the pandemic months it was a challenging for our evidence based health promotion programs. Many of our partner agencies were able to use virtual class delivery has a model to reach older adults and help them continue their activity level.

AAAMM's Eaglecrest Healthy Aging offered virtual programming for EnhanceFitness and Tai Chi beginning , April 2020 continuing throughout 2020 and into 2021.

2. Help older adults maintain their dental health and raise awareness of the need for quality dental care for seniors.

Timeline: 10/01/2019 to 09/30/2020

Progress

Senior Dental Days are still not taking place due to the ongoing pandemic. In 2020 dental supply bags were created and distributed to those had signed up for the Dental Day. AAAMM continues to partner with the Kent County Oral Health Coalition (KCOHC) and sit on the steering committee to remain involved in dental advocacy efforts in our county and state. We hope that dental day events will be resuming soon and AAAMM is still in communication with Grand Rapids Community College and the KCOHC to see if we can reschedule this event once it is safe to do so.

**C. Promote elder and vulnerable adult rights and justice.**

Objectives

1. Members of the Lesbian, Gay, Bisexual, and Transgender (LGBT) older adult community are not as likely to access healthcare services, due to fears of being mistreated and discriminated against. Many come from a generation where society operated under a "don't ask, don't tell" mindset. AAAMM will look to educate older adults on LGBT affirming services available to them, so that they have better access to aging services. Working on a grant funded by the Michigan Health Endowment Fund, AAAMM, in collaboration with the Grand Rapids Pride Center, created a LGBT Resource Guide that lists different organizations who are LGBT affirming. By being a part of the guide, organizations are stating that all older adults who access their services, will be treated the same and members of the LGBT community will not be discriminated against. AAAMM will ensure older adults are aware of the LGBT Resource Guide and the services it can provide to help them age in place.

Timeline: 10/01/2019 to 09/30/2020

Progress

Members of the Lesbian, Gay, Bisexual, and Transgender (LGBT) older adult community are not as likely to access healthcare services, due to fears of being mistreated and discriminated against. Many come from a generation where society operated under a "don't ask, don't tell" mindset. AAAMM will look to educate older adults on LGBT affirming services available to them, so that they have better access to aging services.



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Working on a grant funded by the Michigan Health Endowment Fund, AAAWM, in collaboration with the Grand Rapids Pride Center, created a LGBT Resource Guide that lists different organizations who are LGBT affirming. By being a part of the guide, organizations are stating that all older adults who access their services, will be treated the same and members of the LGBT community will not be discriminated against. AAAWM will ensure older adults are aware of the LGBT Resource Guide and the services it can provide to help them age in place.

2. Coordination of the Kent County Elder Abuse Coalition

Timeline: 09/30/2019 to 10/01/2020

Progress

AAAWM coordinates the Kent County Elder Abuse Coalition, which consists of over 100 members representing over 50 local nonprofit, profit, legal, and government agencies. The monthly coalition meetings comprise of a training on an elder abuse-related topic from a community professional and following the training, there is time for coalition updates and collaboration on elder abuse cases. For the 2021 fiscal year the following trainings have been provided to the coalition; Financial Exploitation Investigation, Suicide Prevention, Long-Term Care Facility updates, Mental Health resources, Housing and Evictions for Seniors, Licensing and Regulatory Affairs protocols, and new Elder Abuse Legislation. The coalition has been meeting virtually for FY21 due to the continued pandemic. In early 2021, the coalition created an Elder Abuse Case Review Subcommittee which consists of the Kent County Prosecuting Attorney, Adult Protective Services, Legal Assistance, Long-Term Care Ombudsman, and Licensing and Regulatory Affairs (LARA).

**D. Conduct responsible quality management and coordination of West Michigan's aging network.**

Objectives

1. Care Management participants reporting social isolation with distress will not exceed 9%

Timeline: 10/01/2019 to 09/30/2020

Progress

13.5% of Care Management clients reported social isolation with distress. The Covid-19 pandemic has had an impact on this population. Care Managers added monthly calls in addition to the requirements in the CM service standard, to ascertain from participants any new issues or needs. AAAWM also embarked, through the No Wrong Door grant, on a project to provide participants with animatronic pets or electronic notebooks to help with feelings of isolation.

2. 95% of Care Management participants will report they either agree or strongly agree to the statement "The services I receive are helping me remain at home".

Timeline: 09/30/2019 to 10/01/2020

Progress

99% of AAAWM Care Management participants reported they agree or strongly agree that service help them remain at home.

3. 90% of Care Management participants will show a higher self-rating of their quality of life after receiving community based services.

Timeline: 09/30/2019 to 10/01/2020



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Progress

94% of Care Management participants report a higher quality of life after receiving services (compared to 57% reporting negative or neutral to the question prior to service implementation).

**E. Improve the accessibility of services to Michigan's communities and people of color, immigrants and LGBTQ+ individuals**

Objectives

1. AAAMW will offer unconscious bias as well as diversity, equity and inclusion training to staff and Older Americans Act Service Partners.

Timeline: 10/01/2020 to 09/30/2021

Progress

- There have been three trainings on Implicit Bias this year. The AAAMW Supervisors, staff and then Service Partners. Additional trainings will be provided to those who were not able to attend the first trainings
- Diversity Equity and Inclusion (DEI) In-House Committee – started meeting in February 2021. They 14 member group meets monthly.
- DEI Committee has compiled a media list of inclusive content and research. This is an ongoing project that is continuously updated and will be shared with staff.
- DEI Committee is starting a media club, which will have monthly meetings focusing the discussion on a specific inclusive topic within media for that month. Source material maybe a book, movie, article, or various other media sources.
- DEI Committee has identified an initial focus area for improvement pertaining to the imagery and inclusivity on our website and within our print material. The Committee has taken action to start gathering updated imagery and posting more diverse and inclusive images and information online and in our print material.
- DEI Committee Chairs researched, analyzed and selected a vendor to perform a DEI assessment of the agency. Once areas of improvement are identified following the assessment, additional DEI training will be offered focusing on those areas that need improvement.

2. AAAMW Outreach Specialist will ensure culturally and linguistically appropriate outreach .

Timeline: 10/01/2020 to 09/30/2021

Progress

o Objective:

? AAAMW Outreach Specialist will ensure culturally and linguistically appropriate outreach .

o Activities: Utilization of interpreter services and employees who are bi-lingual in Spanish.

? AAAMW Outreach Specialist will reach minorities by partnering with local churches, Hispanic and Latinx centers, Pride Centers, Community Mental Health organizations, as well as other organizations who serve minority populations.

o Expected Outcome:

? Communities and people of color, immigrants and LGBTQ+ individuals will have increased knowledge of AAAMW and its available services.

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**2022 Program Development Objectives**

The area agency must enter each new program development goal in the appropriate text box. It is acceptable, though not required, if some of the area agency's program development goals correspond to AASA's State Plan Goals. There is an entry box to identify which, if any, State Plan Goals correlate with the entered goal. A narrative for each program development goal should be entered in the appropriate text box. Enter objectives related to each program development goal in the appropriate text box. Complete the information in the text boxes for the timeline, planned activities and expected outcomes for each objective. (See Document Library for additional instructions on completing the Program Development section.)

**Area Agency on Aging Goal**

A.

State Goal Match:

Narrative

Objectives

1.

Timeline:                      to

Activities

Expected Outcome



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**Supplemental Documents**

This year, the completion of the Quality Outcome Measures Reporting Form (six-month report) and the Emergency Management and Preparedness document are required and may be found in the Document Library.

Supplemental Documents A through F are presented in the list below. Select the applicable supplemental document(s) from the list on the left. Provide all requested information for each selected document. Note that older versions of these documents will not be accepted and should not be uploaded as separate documents.

- A. Policy Board Membership - Required
- B. Advisory Council Membership - Required
- C. Proposal Selection Criteria - *should only be completed if there are new or changed criteria*
- D. Cash-In-Lieu-Of-Commodity Agreement - *should only be completed if there are new or changed criteria*
- E. Waiver of Minimum Percentage of a Priority Service Category - *should only be completed if there are new or changed criteria*
- F. Request to Transfer Funds - *should only be completed if there are new or changed criteria*

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**SUPPLEMENTAL DOCUMENT A**

**Board of Directors Membership**

	Asian/Pacific Islander	African American	Native American/ Alaskan	Hispanic Origin	Persons with Disabilities	Female	Total Membership
Membership Demographics	0	0	0	1	1	9	20
Aged 60 and Over	0	0	0	0	1	8	20

Board Member Name	Geographic Area	Affiliation	Membership Status
Rick Cain	Allegan County	Allegan County Board of Commissioners	Elected Official
Stuart Peet	Allegan County	Older Adult	Appointed
David Hodges	Ionia County	Ionia County Board of Commissioners	Elected Official
Dennis Sitzer	Ionia County	Older Adult	Appointed
Carol Hennessy	Kent County	Kent County Board of Commissioners	Elected Official
Nancy Nielsen	Kent County	Older Adult	Appointed
Milinda Ysasi	City of Grand Rapids	Grand Rapids City Commission	Elected Official
Jane DeVries	City of Grand Rapids	Older Adult	Appointed
Michael Beach	Montcalm County	Montcalm County Board of Commissioners	Elected Official
Linda Weger	Montcalm County	Older Adult	Appointed
Ken DeLaat	Newaygo County	Newaygo County Board of Commissioners	Elected Official
Cindy LaBelle	Newaygo County	Older Adult	Appointed
Tim Michell	Osceola County	Osceola County Board of Commissioners	Elected Official
Richard Karns	Osceola County	Older Adult	Appointed
Betty Dermyer	Lake County	Lake County Board of Commissioners	Elected Official



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Marilyn Burns	Lake County	Older Adult	Appointed
Ron Bacon	Mason County	Mason County Board of Commissioners	Elected Official
Kim Halladay	Mason County	Older Adult	Appointed
Bill Routley	Mecosta County	Mecosta County Board of Commissioners	Elected Official
Sharon Bongard	Mecosta County	Older Adult	Appointed

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**SUPPLEMENTAL DOCUMENT B**  
**Advisory Board Membership**

	Asian/ Pacific Islander	African American	Native American/A laskan	Hispanic Origin	Persons with Disabilities	Female	Total Membership
Membership Demographics	0	2	0	0	1	11	18
Aged 60 and Over	0	1	0	0	0	0	0

Board Member Name	Geographic Area	Affiliation
Bob Sunholm	Mason County	Older Adult
Harold Mast	Kent County	Older Adult
Barb Hazlet	Osceola County	Older Adult
Priscilla Kimboko	Kent County	Grand Valley State University
Jerilyn Strong	Mecosta County	Mecosta County Board of Commissioners
Mary Bechouz	Mecosta County	Older Adult
Helen Taube	Newaygo County	Older Adult
Tim Reno	Montcalm County	Older Adult
Ben Witbrodt	Montcalm County	Older Adult
Natalie VanHouten	Allegan County	Older Adult
Nellie Blue	Lake County	Older Adult
Martha Burkett	Kent County	Kent County Veterans Department
James Thomas	Mason County	Older Adult
Kenneth Thompson	Ionia County	Older Adult
Mary Lou Proefrock	Osceola County	Older Adult
Melanie Grooters	City of Wyoming	Older Adult
Monica Sparks	Kent County	Kent County Board of Commissioners
Thomas Peelle	Allegan County	Older Adult

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**SUPPLEMENTAL DOCUMENT D**

**Agreement for Receipt of Supplemental Cash-In-Lieu of Commodity Payments for the Nutrition Program for the Elderly**

The above identified agency, (hereinafter referred to as the GRANTEE), under contract with the Aging and Adult Services Agency (AASA), affirms that its contractor(s) have secured local funding for additional meals for senior citizens which is not included in the current fiscal year (see above) application and contract as approved by the GRANTEE.

**Estimated number of meals these funds will be used to produce is:**

**40,000**

These meals are administered by the contractor(s) as part of the Nutrition Program for the Elderly, and the meals served are in compliance with all State and Federal requirements applicable to Title III, Part C of the Older Americans Act of 1965, as amended.

Therefore, the GRANTEE agrees to report monthly on a separate AASA Financial Status Report the number of meals served utilizing the local funds, and in consideration of these meals will receive separate reimbursement at the authorized per meal level cash-in-lieu of United States Department of Agriculture commodities, to the extent that these funds are available to AASA.

The GRANTEE also affirms that the cash-in-lieu reimbursement will be used exclusively to purchase domestic agricultural products, and will provide separate accounting for receipt of these funds.



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**SUPPLEMENTAL DOCUMENT E**

**Waiver of Minimum Percentage For a Priority Service Category**

Priority Service Category for which Waiver is being requested:		Legal Services
Source of Funds	Amount of Funds	Amount of Title III-B
3E and Kent Co. Senior Millage	83,671	50,000
<b>Rationale Statement:</b> Explain how waiving the respective required minimum percentage will enhance the service delivery system to be implemented under this plan. (For additional context, refer to AASA Transmittal Letter 2005-107, July 27, 2005.)		
<p>The required 3B funding for Legal services will exceed the minimum right now of \$61,671. We are currently proposing to use \$62,000 from 3B, but this will decrease if additional 3B funds are required. We will also use \$8,000 from 3E and allocate \$72,000 from Kent County Senior Millage.</p> <p>This will allow more 3B funding for other services.</p>		





## S T A T E O F M I C H I G A N

## BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

**BOARD OF COMMISSIONERS – ROCK-TENN SITE DEMOLITION**

**WHEREAS**, on July 9, 2020, the Board of Commissioners (Board) authorized the County Administrator to prepare a Request for Proposal (RFP) package for the demolition of the remaining buildings inclusive of a bid alternative to add the removal of the foundations; and

**WHEREAS**, on September 30, 2020, the Allegan County Brownfield Redevelopment Authority met and by motion recommended the County develop a Brownfield Plan which has now been developed and approved; and

**WHEREAS**, on October 22, 2020, the Board authorized the use of Local Revenue Sharing Fund (Fund 2470) fund balance to pay for the upfront costs of the development of the Brownfield Plan and the RFP for demolition; and

**WHEREAS**, expenses that are planned to be recovered through Brownfield Tax Increment Financing should be charged to a Brownfield Redevelopment Authority Fund; and

**WHEREAS**, consistent with the County's Purchasing Policy, an RFP was developed with the assistance of a professional demolition consultant and released to solicit competitive bids for the necessary Rock Tenn Site Abatement and Demolition Services; and

**WHEREAS**, based on the bids received, it is estimated that the total Rock Tenn Site Abatement and Demolition project will cost up to \$1,500,00 including a reasonable contingency amount of \$100,000; and

**WHEREAS**, funding for the RockTenn Site Abatement and Demolition project is available through the County's pooled cash accounts; and

**WHEREAS**, taxes captured through the Brownfield Plan will replenish the pooled cash accounts.

**THEREFORE BE IT RESOLVED** that the Board approves the creation of the Brownfield Redevelopment Authority Fund (#2430); and

**BE IT FURTHER RESOLVED** that the Board appropriates funding of up to \$1,500,000 from the Brownfield Redevelopment Authority Fund to fund the project; and

**BE IT FURTHER RESOLVED** that the Board hereby awards the Rock Tenn Site Abatement and Demolition Services bid (#1543-21A) to Demolition Contractors Inc. DBA Pitsch Companies of 675 Richmond NW Grand Rapids, Michigan, 49504, to include Alternate A for the full demolition and removal of all substructures,

basement and floor slabs for a total project cost not to exceed \$1,500,000; and

**BE IT FINALLY RESOLVED** that the County Administrator is authorized to negotiate the contract and execute the necessary documents on behalf of the County and that the Executive Director of Finance is authorized to make the necessary budget adjustments to complete this action.

DRAFT



ALLEGAN COUNTY  
REQUEST FOR ACTION FORM

Completed RFA form must be attached to a work order request through the Track-It System. If you have any questions regarding this process, please contact Administration @ ext. 2633.

RFA#: 202878  
Date: 6/29/21

Request Type Purchases - Capital Budget Select a Request Type to reveal and complete required form.  
Department Requesting Board of Commissioners  
Submitted By Valdis Kalnins on behalf of Dan Wedge  
Contact Information dwedge@allegancounty.org

Item(s):  

Demolition of structures at Rock-Tenn Site in Otsego to include Alternate A - demolition and removal of all substructures, basements and floor slabs.

Total Bid Price \$1,392,500.00

Budgeted?  Yes  No

No. Bids Sent \_\_\_\_\_

No. Bids Received \_\_\_\_\_

Prebid or Qualifications:  

None

Recommendation of Award:  

Pitsch Co.

Equipment / Service / Supplies:  

Demolition of structures at Rock-Tenn Site in Otsego to include Alternate A - demolition and removal of all substructures, basements and floor slabs.

Where it was advertised RFP posted to www.allegancounty.org and invitations to bid sent to 9 known vendors

**REMINDER - Include Tabulation Sheet**

**BID PRESENTATION FOR PROJECT #:**

**1543-21A** Date: 6/29/2021  
**Rock-Tenn Demolition** # of Firms Invited to Bid: 9  
**Board of Commissioners** # in West Michigan: 3  
**\$1,392,500.00** # in Allegan County: 0  
 # of Bids Received: 6  
 Evaluation Team: Dan Wedge, Valdis Kalnins, Mannik Smith Group (Demolition Consultant)  
 Award Recommendation: Insert Cell Reference  
 Award Criteria: Lowest bidder with satisfactory proposal and demonstrated experience  
 References supplied and checked? Yes  
 Debarred party? No

VENDOR TABLE	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5	Vendor 6
Company Name	Pitsch Co	Melching Inc.	Dore & Associates	Homrich	Adamo Demolition Co.	Green Demolition Contractors, Inc.
Company Address1	675 Richmond	3662 Airline Rd.	900 Harry Truman Parkway	200 Matlin Rd.	320 East Seven Mile Rd.	4840 S. St. Louis Avenue Ste 100
City, State, Zip	Grand Rapids, Michigan 49504	Muskegon, Michigan 49444	Bay City, Michigan 48706	Carleton, Michigan 48117	Detroit, Michigan 48203	Chicago, Illinois 60632
Main Contact Name	Lewis Pitsch	Brandon Murphy	Jason Dore	Scott Homrich	Rick Cuppetilli	Michael Brough
Main Contact Title	Vice President	Vice President	President	Chief Executive Officer	Executive Vice President	President
Main Contact Email	<a href="mailto:lewis@pitschco.com">lewis@pitschco.com</a>	<a href="mailto:brandonmurphy@melchingdemo.com">brandonmurphy@melchingdemo.com</a>	<a href="mailto:est@doreassoc.com">est@doreassoc.com</a>	<a href="mailto:scotth@homrich.com">scotth@homrich.com</a>	<a href="mailto:rick.c@amdagogroup.com">rick.c@amdagogroup.com</a>	<a href="mailto:Mike@greendemolitioninc.com">Mike@greendemolitioninc.com</a>
Main Contact Tel#	616-363-4894	616-837-1214	989-684-8411	734-654-9800	313-892-7330	312-409-4771

**COST TABLE - Base Bid**

1 - Site Preparation, Submittals, and Site Service	\$ 2,500.00	\$ 150,000.00	\$ 25,000.00	\$ 10,000.00	\$ 57,448.00	\$ 10,000.00
2 - Mobilization/Demobilization	\$ 5,000.00	\$ 60,000.00	\$ 75,000.00	\$ 24,000.00	\$ 36,145.00	\$ 10,000.00
3 - Disconnect, Cap, and/or Plugging of all Utilities and/or Verify that all Utilities Have Been Disconnected	\$ 5,000.00	\$ 10,000.00	\$ 7,500.00	\$ 5,000.00	\$ 60,241.00	\$ 7,000.00
4 - Management of Approximately 100,000 Gallons of Water from the Site Water Treatment Tanks and Other Holding Tanks/Pits	\$ 35,000.00	\$ 30,000.00	\$ 20,000.00	\$ 30,000.00	\$ 84,337.00	\$ 7,000.00
5 - Demolition, Transportation, and Disposal of Former Water Purification Plant Z-2, Z-3, Z-4, and Z-5 and aboveground storage tank (AST)	\$ 14,000.00	\$ 90,000.00	\$ 55,000.00	\$ 60,000.00	\$ 27,800.00	\$ 22,000.00
6 - Buildings A, R, V, and X Abatement, Transportation, and Disposal of Approximately 42,800 Square Feet and 100 Linear Feet of Asbestos-Containing Building Materials	\$ 50,000.00	\$ 150,000.00	\$ 7,500.00	\$ 5,000.00	\$ 18,072.00	\$ 208,000.00
7 - Buildings A, F, G, H, I and Y Abatement, Transportation, and Disposal of Approximately 120 Windows and 20 Fire Doors	\$ 35,000.00	\$ 26,000.00	\$ 19,000.00	\$ 10,000.00	\$ 36,145.00	\$ 46,800.00
8 - Removal, Transportation, and Disposal of Universal and Other Regulated Wastes from Buildings	\$ 25,000.00	\$ 10,000.00	\$ 28,000.00	\$ 17,000.00	\$ 131,326.00	\$ 11,800.00
9 - Demolition, Transportation and Disposal of Condemned Buildings C, E-1, E-2, E-3, J, L, P, Q, S and U to Grade	\$ 200,000.00	\$ 300,000.00	\$ 655,600.00	\$ 538,000.00	\$ 847,629.00	\$ 918,000.00
10 - Demolition, Transportation and Disposal of Condemned Buildings K, M, and N to Grade	\$ 126,000.00	\$ 260,000.00	\$ 420,800.00	\$ 538,000.00	\$ 592,081.00	\$ 630,000.00
11 - Demolition, Transportation and Disposal of Buildings A, B-1/ B-2, D, E-4, F, G, H, I, R, T, V, W, X, and Y to Grade	\$ 100,000.00	\$ 260,000.00	\$ 338,600.00	\$ 538,000.00	\$ 283,839.00	\$ 530,000.00
12 - Backfill, Floor Slab, and Substructure Cleaning	\$ 275,000.00	\$ 100,000.00	\$ 75,000.00	\$ 43,000.00	\$ 114,262.00	\$ 78,000.00
13 - Site Restoration	\$ 20,000.00	\$ 40,000.00	\$ 50,000.00	\$ 35,000.00	\$ 53,218.00	\$ 7,000.00
<b>Total Base Bid Amount</b>	<b>\$ 892,500.00</b>	<b>\$ 1,486,000.00</b>	<b>\$ 1,777,000.00</b>	<b>\$ 1,853,000.00</b>	<b>\$ 2,342,543.00</b>	<b>\$ 2,485,600.00</b>

**Alternate A - Demolition / Removal of All substructures/Basements and Floor Slabs**

14 - Demolition, Transportation and Disposal and/or Recycling of All Building Substructures and Basements as Shown on Figure 3B	\$ 100,000.00	\$ 500,000.00	\$ 300,000.00	\$ 967,000.00	\$ 420,114.00	\$ 308,000.00
15 - Removal, Transportation and Disposal and/or Recycling of All Remaining Slabs and Footers from Buildings Demolished to Grade	\$ 300,000.00	\$ 200,000.00	\$ 296,500.00	\$ 280,000.00	\$ 210,057.00	\$ 354,000.00
16 - Backfill of Substructure/Basement and Slab Areas	\$ 100,000.00	\$ 100,000.00	\$ 329,700.00	\$ 521,000.00	\$ 653,412.00	\$ 828,000.00
<b>Total Alternate A Bid</b>	<b>\$ 1,392,500.00</b>	<b>\$ 2,286,000.00</b>	<b>\$ 2,703,200.00</b>	<b>\$ 3,621,000.00</b>	<b>\$ 3,626,126.00</b>	<b>\$ 3,975,600.00</b>

**Alternate B - Demolition of All Substructures/Basements to Four (4) Feet Below Grade and Removal fo Floor Slabs**

17 - Demolition, Transportation and Disposal and/or Recycling of All Building Substructures and Basements as Shown on Figure 3B to Four (4) Feet Below Grade	\$ 50,000.00	\$ 200,000.00	\$ 225,000.00	\$ 1,084,000.00	\$ 120,581.00	\$ 218,000.00
18 - Removal, Transportation and Disposal and/or Recycling of All Remaining Slabs and Footers from Buildings Demolished to Grade and Other Asphalt	\$ 400,000.00	\$ 200,000.00	\$ 353,600.00	\$ 370,000.00	\$ 280,076.00	\$ 378,000.00
19 Backfill of Substructure/Basement and Slab Areas and Other Asphalt Drive and Parking Areas	\$ 100,000.00	\$ 100,000.00	\$ 329,700.00	\$ 563,000.00	\$ 653,412.00	\$ 828,000.00
<b>Total Alternate B Bid</b>	<b>\$ 1,442,500.00</b>	<b>\$ 1,986,000.00</b>	<b>\$ 2,685,300.00</b>	<b>\$ 3,870,000.00</b>	<b>\$ 3,396,612.00</b>	<b>\$ 3,909,600.00</b>