

Allegan County Commission on Aging



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Chairperson: Larry Ladenburger
Vice Chairperson: Alice Kelsey

COMMISSION ON AGING ANNUAL MEETING - MINUTES

December 16, 2020

9:00 – 11:00 am
VIA ZOOM

COMMISSIONERS

Rick Cain
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Shelbyville

Dean Kapenga
616.218.2599
Hamilton

Chairperson
Larry Ladenburger
(Senior Representative)
269.673.6200
Allegan

Vice Chairperson
(Member-at-Large)
Alice Kelsey
269.366.0431
Martin

SENIOR MEMBERS

Vacant

Stuart Peet
269.672.9520
Shelbyville

Vacant

MEMBERS AT LARGE

Patricia Petersen
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Allegan

Darlene DeWitt
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Holland

STAFF

Sherry Owens
269.686.5144
Director

Havilah MacInnes
269.673.3333 x 2495
Senior Services
Counselor

CALL TO ORDER: Called to order by Chairperson George at 9:03a.m.

CONFIRMATION OF QUORUM

ATTENDANCE ROLL CALL: Larry Ladenburger, Rick Cain, Dean Kapenga,
Patricia Petersen, Stuart Pete, Alice Kelsey

Members Absent: Darlene DeWitt

Others Present: Sherry Owens and Havilah MacInnes

COMMUNICATIONS: None

APPROVAL OF OCTOBER MINUTES: Pat Petersen moved, Larry
Ladenburger supported. Motion carried.

PUBLIC PARTICIPATION: None

APPROVAL OF AGENDA: George Waden moved, Dean Kapenga supported.
Motion carried.

DISCUSSION ITEMS

1. Resignation (George Waden)

Our longtime friend Mr. Waden has decided it is time to retire from his seat on the COA as our fearless leader. This is our opportunity to say goodbye to George as close to in person as we can.

2. Quarantine Boxes/COVID Care Kits

Sherry presented to the board the items contained in each box. These will be delivered by ACT next week. If there are boxes left over there may be a possible delivery day after Christmas as well but that is still to be determined.

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”

3. 2021 Strategic Planning Meeting Discussion

Historically, we have spent an entire day together planning our work for the upcoming year. This year will be via Zoom, so a full day is probably not feasible. The regularly scheduled day for January's meeting is Wednesday, January 20, 2021.

This is the opportunity to review the past year and plan goals for 2021. Sherry attached the 2020 Goals that you adopted at the January 2020 meeting. Sherry color coded them according to their current state (Red = not started, Yellow=started but not complete, Green=Completed). As you can see, we have not had our usual success, but considering the fact that we have only met 6 times this year (3 in person), and given the COVID Pandemic, this is understandable

We can start with this document and you can decide (since COVID is still not over) what makes sense to continue, and what should be tabled to a future date. Given the year we have had, I would be inclined to recommend making the following a priority:

- Reviewing the Policy and Procedure Manual for the items listed as well as reviewing service limits for In-Home Supports to ensure they are adjustable as appropriate for the individual care plans
- Implementing contingency plans for service delivery for each of the core services so there is a backup plan for service delivery

Sherry states we may want to look at potentially doing a RFP to expand the provider base for In-Home Supports. With staffing shortages in this industry along with quarantined staff and other issues, it could allow us to spread resources across other agencies in addition to our current providers. To be clear Sherry is not suggesting our current providers would not have to re-apply this would be an enhancement to the current contract period.

ADMINISTRATIVE REPORTS:

-Director's Report

In-Home Supports: On Monday, October 26, 2020, Sherry received an email from Alliance that outlined their plan to reduce the Homemaking services they provide by 107 clients by December 31, 2020. Since that time, there have been multiple discussion with Alliance and Atrio, and to date, here is the current state:

- Due to COVID concerns, snowbirds heading south for the winter, and other discharges, the number has now reduced to approximately 60 clients
- Alliance has agreed to extend the date for their proposed plan to March 31,2021
- Atrio has expressed an interest in increasing their client base by shifting clients that align with their current client load
- This shift will begin in January and continue through the end of March
- Havilah and Sherry will monitor the number of clients on this list to ensure that the combination of discharges and transfer of clients will provide a solution for these clients

- Both Alliance and Atrio have expressed similar concerns with providing services at the current rate due to increase to cost of providing the service and the current service limits for homemaking

Adult Day Care: This program continues to operate at a limited capacity that aligns with the State requirements for indoor spaces and practices social distancing and both participants and staff are screened daily.

Meals: This service has no issues. Both the Meal preparation and delivery providers are doing well, and meals are going out as schedule.

PERS: This service requires no change to normal operations during this Crisis or any need for PPE. The extension for this contract was approved by Administration.

Senior Transportation: This service continues to offer shopping and other less essential trips providing there is space in the schedule after all medical trips have been scheduled. Both client and driver continue to use a mask, and hand sanitation.

-Financial Report

Attached you will find the updated financial reports to be included in the next Board of Commissioners update.

-Outreach Report

While I have yet to reconcile the total clients and hours devoted to MMAP during Open Enrollment 2021, I would not hesitate to say it has been our busiest year yet! Millage services are in high demand and unfortunately, many of these are coming in due to the 2020 pandemic impacting discharge plans and services available through alternative agencies many clients would normally rely on. While numbers did dip in the spring due to pandemic shut down orders, we experienced a brief recovery period but now see the impact of the pandemic lasting much longer than the couple of months initially anticipated. The greatest challenge now seems to be the lack of staffing for providers. With that said, I'm amazed at how much effort and communication happens every day in ensuring we are doing everything possible to keep our seniors safe and well-cared for during this difficult time.

ACTION ITEMS:

1. Accept George Waden resignation

Dean Kapenga moved to accept George Waden's resignation, Stuart Peet supported. All in favor. Motion carried.

2. Election of officers for 2021

Patricia Petersen moves to nominate Larry Ladenburger as Chairperson. Alice Kelsey supported. All in favor. Motion carried.

Larry Ladenburger moves to nominate Alice Kelsey as vice chairperson. Rick Cain supported. All in favor. Motion carried.

3. Set the date for the 2021 Strategic Planning meeting

- Alice states not the 20th but somewhere in January and starting where we left off would be a good start. Dean asks if there are additional things to consider with regard to the strategic planning. Sherry responded she would like to discuss how we keep the fund balance in check to be spent down before the end of 2022. Look at in home supports for instance to possibly allow more hours above and beyond current limits for specific services.
- The board agreed to have Sherry send out a survey to request each member submits his/ her agenda ideas and days/ times available for January meeting.

ADJOURNMENT: Alice Kelsey moved, Pat Petersen Supported. All in favor. Motion carried. Adjourned at 9:38am

Next Meeting – Zoom - **TBD**