

# Allegan County Commission on Aging



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

## COMMISSION ON AGING ANNUAL MEETING - AGENDA

**Wednesday, December 15, 2021**

2:45 – 3:30 pm

Zimmerman Room, Human Services Building  
3255 122<sup>nd</sup> Avenue, Suite 200 – Allegan, MI

**Public Zoom Link:**

<https://us02web.zoom.us/j/82375478232?pwd=NnNsUEhwZnhWVlFpNjAvNkRZNjkzZz09>

### **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

**CALL TO ORDER:** Chairperson Larry Ladenburger at 1:45pm

**CONFIRMATION OF QUORUM**

**ATTENDANCE ROLL CALL**

Present: Rick Cain, Dean Kapenga, Larry Ladenburger, Alice Kelsey, Stuart Peet, Lou Phelps, Natalie Van Houten, Richard Butler, Sally Heavener

Absent: Patricia Petersen

Others Present: Sherry Owens, Havilah MacInnes

**COMMUNICATIONS: None**

**APPROVAL OF MINUTES: (Attachment A – October) Due to time constraints, these will be approved at the January meeting.**

**PUBLIC PARTICIPATION: None**

**APPROVAL OF AGENDA:**

**Moved by Dean Kapenga, Supported by Rick Cain. All in favor. Motion carried.**

**PRESENTATIONS: None**

**ADMINISTRATIVE REPORTS:**

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

Reviews updates of goals from 2021. RFP for IHS was successful, unfortunately the provider was unable to meet the demands of the contract. We will continue working on this in 2022.

Staffing update: Ashley Dever is the new Senior Services Counselor and our team will be conducting interviews this Friday December 17<sup>th</sup> in hopes of hiring a new administrative assistance.

### **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”

The majority of what is in the director's report was covered in the strategic planning meeting.

**-Financial Reports (Attachment C)**

Beginning of 2021 we had \$920,776 in Fund Balance account according to 2020 financial audit. Mandatory reserve is 10% of expenditures. Our current expenditures are \$2,926,097—which included \$160,000 fund balance spenddown. This leaves \$628,000 unallocated fund balance. Sherry states that right now, we are in a position to spend down all but \$71,000 of our planned 2021 expenditures resulting in adding back to fund balance rather than taking anything out and finish this year. Lack of spending is largely due to the staffing challenges of in-home supports as well as property values came in higher causing influx of dollars we did not anticipate.

-Outreach Report Havilah verbally presented the outreach report. Medicare Open Enrollment is finally wrapping up but remains busy. Baby Boomers continue to age into Medicare. Some have remained working past retirement age and are suddenly making the move sooner than they expected. Additionally, Medicare has another Open Enrollment period that will run from January 1 to March 31. This is the Medicare Advantage Open Enrollment. At this time members with Medicare Advantage Plans are able to change to another advantage plan. This division is newer and the hope is to get more people involved with advocating for their own Medicare needs resulting in more positive outcomes. If you know of someone who has Medicare and is unsure of whether or not their plan is still a good fit, please have them call our office.

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**ACTION ITEMS:**

**1. Election of officers for 2022**

Move by Rick Cain, seconded by Lou Phelps to keep the slate the same. Yeas: 9. Nays: 0. Motion carried.

**2. Approve Meeting Calendar for 2022 (Attachment D)**

Moved by Stuart Pete, supported by Natalie Van Houten to approve the 2022 Meeting Calendar as amended. Yeas: 9. Nays: 0. Motion carried.

**3. Approve remaining marketing items and proposed Media Plan for 2022 (Attachment E)**

**No action needed as the board discussed during the strategic planning and accepted carrying over the marketing goals from 2021 as well as the contingency plans for all services.**

Alice Kelsey with regard to marketing moving forward asks if there is anything starting in January with marketing that we should postpone until we know the board has passed the unit rate increase being requested by Atrio and Alliance. Worst case is

the Board of Commissioners does not approve the unit increase and we have to turn people away for services we're advertising as having the ability to provide.

Sherry states we are "in it to win it" and the marketing is a ship that won't be turned at this point.

Rich asks what our staff will do if suddenly swamped with calls for services. Sherry explains that the same call center service we used during COVID is something we would fall back on if necessary.

#### **4. In-Home Supports (Attachment F)**

To revisit the in-home supports discussion from earlier, Sherry recommends an amendment to the current contract to reflect a unit rate change and releasing the RFP in January or February to see if we can bring on any new providers as well as reflect fair market value.

In January, provide to the board the following:

- Potential Growth expected from marketing
- Pole agencies on the list of IHS providers from the contingency RFP in 2021. Personally call and fill in the survey herself to determine what the current fair market hourly rate is for in-home supports providers. The benefit of this is we can also generate interest prior to the next in-home supports RFP at the end of their contract period.

Point of order- Sally asks when this rate would be in effect. Answer from Sherry that it is effective the day it is approved by the BOC.

Moved by Dean Kapenga, seconded by Rick Cain to recommend the Board of Commissioners accept the current provider's (Alliance and Atrio) request to increase the unit rate to \$35 per unit contingent on verification of current market rate.

Motion carried by roll call vote. Yeas: Butler, Cain, Heavener, Kapenga, Kelsey, Ladenburger, Peet, Phelps, Van Houten. Nays: none.

Sherry will inform when this is on the board of commissioner's calendar so that Commission on Aging board members can plan accordingly. The more COA members who attend, the better.

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#### **DISCUSSION ITEMS:**

1. In-Home Supports (Attachment F) Moved to action item
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**NOTICE OF APPOINTMENTS:** 1 At Large seat vacant

**FUTURE AGENDA ITEMS:**

Discuss 2022 release of in-home supports RFP in January.

**SUBCOMMITTEE REPORTS:**

AAAWM Board of Directors-

Stuart Peet attended this meeting December 6<sup>th</sup> meeting very energetic but nothing significant to report.

AAAWM Advisory Council-

Natalie: significant discussion surrounding rates and additional administrative cost to providers of direct care. Natalie will update the board on this topic as it develops in 2022.

**ROUND TABLE (COA MEMBER TIME): none**

**ADJOURNMENT:**

**Motion to adjourn at 2:21pm. Moved by Sally Heavener and seconded by Rich Butler. All in favor.**

**Next Meeting –Wednesday, January 19, 2021- Zimmerman Room**