ALLEGAN COUNTY COMMISSION ON AGING

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

COMMISSIONER

Dean Kapenga 616-218-2599

Hamilton

ELECTED OFFICERS

Chairperson Larry Laclenburger (Senior Representative)

269-673-6200

Allegan

Vice Chairperson Alice Kelsey

(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

**COMMISSION ON AGING MEETING** - **MINUTES**

**Wednesday, August 17, 2022**

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

**Zimmerman Room, Human Services Building 3255 122nd Avenue -Allegan, MI**

**Public Zoom Link:**

**https://us02web.zoom.us/j/82375478232?pwd=NnNsUEhwZnhWVIFPNjAyNkRZNjkzZz09**

**CALL TO ORDER:** By Chairman Larry Ladenburger at 9:00am

# PLEDGE OF ALLEGIANCE:

**CONFIRMATION OF QUORUM:**

**ROLL CALL:** Present: Dean Kapenga, Larry Ladenburger, Alice Kelsey, Stuart Peet, Patricia Peterson, Sally Heavener

Others: Sherry Owens

Absent: Lou Phelps, Rich Butler, Natalie Van Houten

**COMMUNICATIONS:** None

**APPROVAL OF MINUTES: (Attachment A** - **June)**

Moved by Patricia Petersen, supported by Dean Kapenga. All in Favor. Motion carried.

**PUBLIC PARTICIPATION:** Mary Campbell via zoom

Sally Heavener **APPROVAL OF AGENDA:**

616-355-3494

Holland **Dean proposed to add empty seat to agenda.**

SIA.EE Moved by Dean Kapenga, supported by Alice Kelsey.

Sherry Owens All in Favor. Motion carried.

269-686-5144

Director

Vacant

Ashley Dever Extension 2498 Senior Services Counselor

Katie Cole Extension 2497 Administrative Assistant

**Sherry reminds everyone that there is no longer a vacant seat on the board.**

**PRESENTATIONS:** None

# ADMINISTRATIVE REPORTS:

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

**Goal #I-Continue with Marketing Plan**

Things are going well with the Marketing Plan, the last part of the mailers went out. The digital display ads have started so you should start seeing these ads pop-ups on your mobile or desktop devise that live in Allegan County. The digital ads have already started.

**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"

Sally asked how long the contract for Greenstreet Marketing is for. Sherry replied for the balance of 2022.

**Goal #2- Stabilize In-Home Supports**

* Increase unit rate to $35.00 effective January 1st 2022. **COMPLETE**
* Identify and remove barriers- **5 whys exercise COMPLETE**
* Divide the County into service areas **COMPLETE**
* Review the RFP documents **COMPLETE**
* **The RFP will be released on 8/11 and the Proposal Review Committee will be doing their due diligence the week of the Fair. The final meeting of this group will be 9/19 to prepare the recommendation for the 9/21 COA meeting. The RFP will be sent directly to more than 20 Home Care agencies in the area. This includes Home Joy, our goal is to get at least one. The unit rate is competitive** - **let's see what happens.**

Sherry speaks on how we will now calling everyone on the waitlist once a month to see how they are doing, if they still need to be on the waitlist; we will also be letting them know where they stand on the waitlist.

Sally asked what the current number on the waitlist. Sherry replied that there is currently 36.

**Goal #3- Earmark Fund Balance to offset planned increase in services** -

# COMPLETE- MONITORING

* Assess impact to current Fund Balance from:
  + Increase in unit rate to HDM as part of the contract extensions
  + Marketing Campaign
  + Increase to unit rate in In-Home Supports

**Goal #4- Continue 2021 goal for contingency plans** (ADC, PERS, Transportation and revisit In-Home Supports)

NOTHING NEW TO REPORT AT THIS TIME

**Goal #5- Explore Friendly Visitor Program, Miles for Memories and similar programs as future projects.**

NOTHING NEW TO REPORT AT THIS TIME

-Financial Reports **(Attachment C)**

Sherry gives an update on her new Financial Report, she explains how to read this. Sherry gives report on the Fund Balance.

Sherry speaks about the comparison of the number before covid.

Patricia asked about budget fresh or to come up with other ways to spend our money. Sherry replied said that's a viable plan and to wait until 2023 to add these to the survey.

# ACTION ITEMS:

None at this time

# DISCUSSION ITEMS:

1. Marketing Results (Intake/referral comparison) **(Attachment D)**
2. Senior Day at the Fair

We have Mr. Haarsma returning this year to make the pancake breakfast. He will need several volunteers this year.

Dean asked the date and time for the Senior Day at the Fair Sherry replied Tuesday September 13th at 7:15am

1. Area Agency on Aging Board seats **(Larry)**
2. Empty Seat- Sherry will be meeting with Mary Campbell

**NOTICE OF APPOINTMENTS:**

**FUTURE AGENDA ITEMS:**

**SUBCOMMITTEE REPORTS:**

AAAWM Board of Directors - Stuart Peet gave an update on his last Board of Directors meeting.

AAAWM Advisory Council- No update

# ROUND TABLE (COA MEMBER TIME):

Larry reminds everyone to take note on Senior Day at the Fair Tuesday September 13th at 7:15am.

Special Committee meeting reminder is on September 19th.

Stuart asked Sherry about Senior Day parking passes.

Sherry replied she would be sending the passes to them by mail.

# ADJOURNMENT:

Patricia Petersen moved. Dean Kapenga supported. All in favor 10:53am