

Allegan County Commission on Aging



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Chairperson: Larry Ladenburger
Vice Chairperson: Alice Kelsey

COMMISSION ON AGING - MINUTES

Wednesday, February 15, 2023

10 am– 12 pm

Zimmerman Room, Human Services Building
3255 122nd Avenue, Suite 200 – Allegan, MI

Public Zoom Link:

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

COMMISSIONER

Dean Kapenga
616-218-2599
Hamilton

Chairperson

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

Vice Chairperson

Alice Kelsey
(At-Large Representative)
269-366-0431
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SENIOR MEMBERS

Stuart Peet
269-672-9520
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Lou Phelps
269-870-3710
Plainwell

Mary Campbell
610-316-3550
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Patricia Petersen
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Sally Heavener
616-355-3494
Holland

STAFF

Sherry Owens
269-686-5144
Director

Ashley Dever
269-673-3333 x 2498
Senior Services
Counselor

Katie Cole
269-673-3333 x 2495
Senior Services
Counselor

Maria Hawk
269-673-3333 x2497
Administrative
Assistant

CALL TO ORDER: Meeting called to order by Vice Chairperson Alice Kelsey at 9:58am

PLEDGE OF ALLEGIANCE

CONFIRMATION OF QUORUM

ROLL CALL:

PRESENT: Alice Kelsey, Rich Butler, Lou Phelps, Mary Campbell, Sally Heavener, Dean Kapenga, Pat Petersen, Stuart Peet

ABSENT: Larry Ladenburger

OTHER: Sherry Owens, Maria Hawk, Dan Wedge

COMMUNICATIONS: None

APPROVAL OF MINUTES: Moved by Dean. Seconded by Sally. All in favor. Motion carried.

PUBLIC PARTICIPATION: None

APPROVAL OF AGENDA: Alice Kelsey moved to amend the agenda and move up Lorna Nenciarini's presentation in the Discussion Items. Supported by Pat Petersen. All in favor. Motion carried.

PRESENTATIONS: Allegan County's CFO, Lorna Nenciarini, discussed Senior Services Fund Balance. Fund balances are measured once a year, and the fund balance measures the relationship between revenue and expenditures. Similar to a savings account. Lorna presented past year trends and the projected amount in Senior Services fund balance. Board members will receive a copy of Allegan County's budget policy.

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"

Sherry continued the presentation specific to Senior Services with visual aids that showed the trends of previous years until now. Each service is measured in units which were displayed on the graphs. Covid created a downward trend in most services aside from PERS and HDMs. The projected budget is adjusted to utilize fund balance to offset unbudgeted unit rate increases and growth in services.

ADMINISTRATIVE REPORTS:

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

Goal #1: Develop a calendar of COA commitments and timelines.

- COA calendar will be updated every month with action items
- Working and growing document that will be added to and reissued every meeting with updates

Goal #2: Continue Marketing efforts

- Implementing Greenstreet's suggestions for 2023 marketing budget
- Develop Newsletter (Attachment F)
- Develop process for ongoing communication with voters
- Develop COA "Road Show" that includes "cost savings" associated with services

Goal #3 Complete on-going services review contingency plans

- Remaining services: PERs, Adult Daycare, and Transportation
- Review P&P for each service
- Develop contingency plan in the even provider has operability issues
- Retention and recruitment for drivers (transportation and HDM).
 - EX: Stipend program to keep volunteer drivers staffed

We will add goals to calendar and revisit when scheduled.

-Financial Report (**Attachment C**)

ACTION ITEMS:

- **Approve recommended Media Plan for 2023 (Attachment D)**
 - a. Motion: "The COA approves the 2023 proposed media plan for \$49,380.00." Moved by: D Kapenga. Support: Stuart Peet. Yays: 8 Nays: 0 Motion carried.
- **Appoint COA member to serve on Area Agency on Aging Advisory Council**
 - a. Sally Heavener indicated an interest in serving and asked for clarification on commitment, etc. The following information is provided:
 - Meeting is held first Monday of the month
 - b. Vice Chairperson, Alice Kelsey appointed Sally Heavener to serve on the Area Agency on Aging Advisory Council

DISCUSSION ITEMS: None

NOTICE OF APPOINTMENTS: See above

FUTURE AGENDA ITEMS: Refer to calendar

SUBCOMMITTEE REPORTS:

AAAWM Board of Directors: There is no report from Stuart today

AAAWM Advisory Council: No current member on Council

ROUND TABLE (COA MEMBER TIME):

DEAN:

LARRY:

ALICE:

SALLY:

STUART: Stuart offers condolences in regards to shooting at Michigan State University.

MARY:

LOU:

PAT:

RICH: Rich will be on vacation next month.

ADJOURNMENT: Alice Kelsey opens the floor to adjourn the meeting. Moved by Stuart. Supported by Rich. Meeting adjourned at 11:47am

Next Meeting: **March 15, 2023**
10am-12pm in the Zimmerman Room

