

Allegan County Commission on Aging



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Chairperson: Larry Ladenburger
Vice Chairperson: Alice Kelsey

COMMISSION ON AGING - MINUTES

Wednesday, March 15, 2023

10am– 12pm

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

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Larry Ladenburger
(Senior Representative)
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Vice Chairperson

Alice Kelsey
(At-Large Representative)
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SENIOR

MEMBERS

Stuart Peet
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Sally Heavener
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STAFF

Sherry Owens
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Director

Ashley Dever
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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 Chairperson Larry Ladenburger at 9:58 am.

PLEDGE OF ALLEGIANCE:

CONFIRMATION OF QUORUM

ROLL CALL:

PRESENT: Larry Ladenburger, Mary Campbell, Lou Phelps, Stuart Peet, Sally Heavener, Pat Petersen

ABSENT: Dean Kapenga, Rich Butler

OTHER: Sherry Owens, Ashley Dever, Katie Cole, Maria Hawk

COMMUNICATIONS:

APPROVAL OF MINUTES: Alice Kelsey moved, support by Lou Phelps. All in favor. Motion carried.

PUBLIC PARTICIPATION:

APPROVAL OF AGENDA: Moved by Sally Heavener, supported by Alice Kelsey. All in favor. Motion carried.

PRESENTATIONS: Sherry Owens and the senior service team presented on placing a referral for service, “From Referral to First Day of Service.” Sherry demonstrated the online referral process and further explained how to enter a referral and where that information goes. Ashley in Senior Services talked on what it looks like after receiving a completed referral, the conversation with the senior and getting them set up with service(s). The presentation then followed the rest of the process- providers contacting seniors, if a service has a waitlist, if the senior is not eligible or doesn’t accept services, etc. Pat asked if senior service staff refers to other agencies if they are not eligible for Allegan County Senior Services, staff stated that they do offer alternate resources. COA

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”

boards were then welcomed to ask questions. There is currently one service with a waitlist and that is adult daycare at Generations.

ADMINISTRATIVE REPORTS:

-Director's Report (Attachment B)

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

- Sally asked to receive a spreadsheet on the timeline for the coming years that outline upcoming events.
- The calendar and timeline are working documents that will be included in each meeting packet

Goal #2: Continue marketing efforts.

- Implement Greenstreet's marketing suggestions for 2023
 - Facebook posts have increased and are more engaging
 - Working on other social media platforms on paid advertisements (Facebook and YouTube)
- Develop a Newsletter (**Attachment F**)
- Develop "COA Roadshow"

Goal #3: Complete on-going Services review Contingency plans.

Strategic Area of Focus- Process and Innovation

- Home Delivered Meals will only deliver hot meals unless there is a need for frozen or liquid nutrition
- There is not the space or option to accommodate frozen meals
- Home delivered meal clients will be referred to Meals on Wheels

Member Inquiry (**Attachment G**)

- Sherry requested clarification on the Per Diem and Mileage paid by the BOC for AAAWM members
- Per Diem and mileage is only paid to Board members, not Advisory members
- (**Attachment H**) Sally will step down as member on the Advisory Board for AAAWM
- There is an open seat for an Allegan County member for the advisory council

-Financial Reports (**Attachment C**)

- Expenditure and Revenue Status reports included for full transparency

-COA Calendar (**Attachment D**)

- Road map of what is to come.
- Dates included for Boomer Bash 2023 and Senior Day at the Fair
- Larry mentioned how important COA board member participation is for these Senior Events are

-Action Items Log (Attachment E):

- Log will contain history of action items from previous meetings
- Will be updated every month and current for board meetings

DISCUSSION ITEMS:

1. Newsletter Process (**Attachment F**)
2. Questions we need to ask
 - a. Who is our audience?
 - b. How will we fund this project?
 - c. What will the frequency be on releasing a letter?
 - d. Who will be in charge of this project?
3. Consider a quarterly distribution
4. Consider a digital letter
5. It is recommended to revisit the newsletter topic in April and invite a speaker to offer more information on proceeding
6. Complete “Why” exercise at April’s meeting

NOTICE OF APPOINTMENTS:

There is an opening on the AAAWM advisory council. We will verify AAAWM mileage.

FUTURE AGENDA ITEMS:

Boomer Bash is occurring Thursday, June 1, 2023 at the First Baptist Church in Allegan.

SUBCOMMITTEE REPORTS:

AAAWM Board of Directors: Stuart Peet gave an update on the last meeting
AAAWM Advisory Council: No update. Current seat is open.

ROUND TABLE (COA MEMBER TIME): None.

ADJOURNMENT: Moved by Stuart Peet, supported by Alice Kelsey. All in favor.
Meeting adjourned at 11:40 am.

Next Meeting April 19, 2023 10:00 am-12:00pm in the Zimmerman Room