

# ALLEGAN COUNTY COMMISSION ON AGING



3255 122<sup>nd</sup> Avenue, Suite 200  
Allegan, MI 49010  
269.673.3333 - Office  
877.673.5333 – Toll Free  
269.673.0569 - Fax  
<http://www.allegancounty.org>

*Chairperson: Larry Ladenburger*  
*Vice Chairperson: Rich Butler*

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## **COMMISSION ON AGING – MINUTES: November 20, 2024**

Chairperson Larry Ladenburger called the meeting to order at 9:00 A.M.

Pledge of Allegiance, Roll call.

The Commission of Aging met in the Zimmerman Room of the Human Services Building.

### **ROLL CALL:**

**PRESENT:** Commissioner Jim Storey, Chairperson Larry Ladenburger, Mary Campbell, Sally Heavener, Jo VerBeek, Lou Phelps, Pat Petersen

**OTHERS:** Executive Director of Services Administration Dan Wedge (Zoom), Director Jen Garcia, Teresa Galloway, Judy Habetler (resident)

**ZOOM:** Vice-Chairperson Rich Butler

### **COMMUNICATIONS:**

Director Jen Garcia - Later we will hear from Dan Wedge about the questions that Sally Heavener sent. Jo will discuss her report later. Laura from GreenStreet will not be joining today.

### **APPROVAL OF MINUTES- ADOPTED**

Approval of minutes moved by Jo VerBeek, supported by Lou Phelps. All in favor, motion carried.

**PUBLIC PARTICIPATION:** Judy Habetler (Cheshire Township) present.

### **APPROVAL OF AGENDA- ADOPTED AS PRESENTED**

Approval of the agenda moved by Mary Campbell, supported by Pat Petersen. All in favor, motion carried.

**PRESENTATIONS:** None

### **ADMINISTRATIVE REPORTS-**

#### **DIRECTOR'S REPORT:**

Director Jen Garcia touched on the highlights as presented in packet.

Updated that our In-Home Support waitlist was up to 40 but as of this morning it is down to 10. Through target marketing we have increased our PERS from June, 2024 to the beginning of October, 2024 by 144 units. Director Jen Garcia shared that she picked up 331 hand quilted placemats from the Island City Quilters in Plainwell to be delivered with HDM for the holidays. Allegan Chamber is going to send Christmas cards for our HDM, as well.

#### **FINANCIAL REPORTS:**

Director Jen Garcia shared information as presented through September, 2024.

**2024 COA MARKETING PLAN:**

Director Jen Garcia shared information as presented. The post card is going to be mailed out in the next week, week and half to all households over age 60 for the e-news letter.

**2024 COA PLANNING CALENDAR:** Director Jen Garcia shared information as presented. December 4 will be a public meeting and then go to close meeting for strategic planning.

**ACTION ITEMS LOG**

COA MEETING	ACTION ITEM	ACTION TAKEN	DATE SENT TO ADMINISTRATION	ACTION TAKEN	STATUS
7/17/2024	Recommend adding November 20 to 2024 meeting calendar; Strategic Planning to occur in December	Approved	N/A	N/A	COMPLETE
6/26/2024	Recommend looking into AAAWM grant funding to expand caregiver resources & training for Allegan County	Approved	N/A	N/A	In-Progress
6/26/2024	COA Accepted Stuart Peet's resignation from COA and AAAWM Board of Directors Effective 6/26/24	Approved	7/25/2024	N/A	COMPLETE
6/26/2024	Recommend accepting the FY25 AAAWM Annual Implementation Plan as presented	Approved	6/26/2024	N/A	COMPLETE
6/26/2024	Recommend continuation of Generations contract amendment to cover transportation costs under COA	Declined	N/A	N/A	COMPLETE
6/26/2024	Recommend 6 month contract extension at current unit rate for Generations/Adult Day Services	Approved	N/A	N/A	COMPLETE
5/15/2024	Meeting Time Change to 9a - 11a; Revised on COA Calendar & County Website (public meeting notices)	Approved	N/A	N/A	COMPLETE
4/17/2024	Recommendation to grant exception to Adult Day Care contract so as not to require Generations to pay to transport participants via Allegan County Transportation. Valid thru contract of June 30, 2024.	Approved	N/A	N/A	COMPLETE
3/20/2024	Approved 2024 COA Marketing Budget Allocation	Approved	N/A	N/A	COMPLETE
2/21/2024	Recommend continuing marketing work with GreenStreet at Option 2 level (not to exceed \$10k)	Approved	N/A	N/A	COMPLETE
1/17/2024	Officers elected: Larry Ladenburger, Chair; Rich Butler, Vice Chair	Approved	N/A	N/A	COMPLETE

**DISCUSSION ITEMS:**

Strategic Planning & Meeting Agenda for December 4  
COA Board Vacancy & Recruitment – Discussion was to invite the new applicant to strategic planning  
Senior Workgroup Update & Recommendations for Seniors Group Engagement – Mary Campbell presented an update on the progress.

**NOTICE OF APPOINTMENTS:** None

**FUTURE AGENDA ITEMS:** None

**SUBCOMMITTEE REPORTS:**

Policy & Procedure Committee – Sally Heavener/Jo VerBeek  
Senior Services Workgroup – Pat Petersen/Mary Campbell/Rich Butler/Judy Habetler (public participant)  
AAWM Board of Directors – Mary Campbell (Interim for reporting purposes)  
AAWM Advisory Council – Jo VerBeek/Mary Campbell

**ROUND TABLE (COA MEMBER TIME):** Commissioner Jim Storey talked about not spending down on funds.

**ADJOURNMENT UNTIL December 4, 2024**

Motion to adjourn by Commissioner Jim Storey, supported by Jo VerBeek. All favor, motion carried.  
The meeting adjourned at 11:29 AM Next Meeting December 4, 2024 from 9:00-1:00 P.M. in the Spartan Room at the Human Services Building, Ground Floor.