

# Allegan County Commission on Aging



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**Chairperson: Rich Butler**  
**Vice Chairperson: Sally Heavener**

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## **COMMISSION ON AGING - MINUTES**

Chair Rich Butler called the meeting to order at 9:00 am on October 15, 2025 - Pledge of Allegiance,  
Roll call

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

### **ROLL CALL:**

**PRESENT:** Commissioner Mark DeYoung, Chairperson Rich Butler, Larry Ladenburger, Lue Phelps,  
Mary Campbell, Pat Petersen, Jo VerBeek

**ABSENT:** Vice-Chairperson Sally Heavener, Jim Storey

**OTHERS:** Director Jen Garcia, Teresa Galloway (Admin Asst), Judy Habetler (public attendee), Sallie  
Prins (public attendee, Holland PHO), Laura Hosler (GreenStreet Marketing)

**COMMUNICATIONS:** None

### **APPROVAL OF CONSENT AGENDA-**

Jo VerBeek submitted a question on the Finance & Service Delivery Metrics Report – August, moved to  
the discussion items. With that removed the consent agenda was moved by Larry Ladenburger,  
supported by Mary Campbell. All in favor, motion carried.

**PRESENTATIONS:** ACSS Marketing, Laura Hosler from GreenStreet Marketing reported on the  
August and September, 2025 Media Results. Laura gave some suggestions about possible updates to the  
Allegan County Senior Services web page, possibly including contractor links and easier navigation.  
She mentioned next year maybe adding some testimonial statements to the Facebook ads and other  
marketing materials.

**PUBLIC PARTICIPATION:** Judy Habetler, interested in Senior needs. She is also, part of the  
Allegan Food Alliance. Allegan Food Alliance has put together listening sessions to work  
collaboratively to find out what the needs are around food/access in the community.

Sallie Prins, Holland PHO. She wanted to let COA know about the home community programs that are  
available through insurance carriers.

### **ACTION ITEMS:** Home Delivered Meals Contract Extension

Motion made by Pat Petersen, supported by Lue Phelps to recommend the Home Delivered Meals  
service delivery contracts be extended through 3/31/26. All in favor, motion carried.

This will allow time to develop the Home Delivered Meals Request for Proposal (RFP).

## **DISCUSSION ITEMS:**

- Finance & Service Delivery Metrics Report – August  
Jo VerBeek questioned why Salaries & Wages – Per DIEM went into a negative status. The explanation is that in January, 2025, the Board of Commissioners approved an increase from \$50 a meeting to \$55 a meeting. Plus, with new members on the COA board, the increase in the number of miles was not considered in the budget. This will be corrected for future budgets. Even though this line item is over budget, the overall senior service budget is not over budget. The other negative is in the contractual services for \$3,193.51, this was put in the incorrect contractual service line. Finance has been instructed to move it to the correct line item. Jo VerBeek mentioned the Community Listening Session, which has been posted on our Facebook page. She also mentioned about the bill for Telehealth.
- Senior Day at the Fair 9/9/25 Debrief  
We served 212 seniors; it was chilly but a very well attended event. We were very thankful for Biggby of Allegan for supplying coffee. Everything was turn key and went really well.
- Allegan County Libraries Presentation 9/17/25 Debrief  
Director Jen did a presentation to 6 of the 12 libraries to partner with them to have a corner at the library to share our senior information. Approximately 20 people were in attendance. Starting January 1, 2026, there has been an Outreach Coordinator position approved that will report to the Deputy Administrator of Services and support all County Services, including Senior & Veteran Services. This position will be responsible for building relationships with Allegan County libraries and establishing a consistent senior presence across all County libraries. Jo VerBeek mentioned having Pop-up lunches and presentations by AAAM & ACSS.
- ACSS County Website Enhancements: Feedback from COA, Jo VerBeek stated the paragraph on the Senior page is too long. Need to look at clear, easy to read messaging.
- COA Strategic Planning: Set date & priorities; the date will be December 3, 2025, Zimmerman Room of the Human Services Building. Starting time will be 9:00am with lunch provided.
- COA Terms Expiring: Sally Heavener, Larry Ladenburger they have submitted applications, per Commissioner DeYoung, both were approved by the Board of Commissioners at the October 9 meeting.

Director Jen Garcia informed the COA members that Senior Services just onboarded Continuum Home Health for In Home Supports and are onboarding Comfort Keepers the following week. Senior Services Counselor interviews have wrapped up, decision on hiring and onboarding plan will be forthcoming.

## **FUTURE AGENDA ITEMS:**

- Community Action of Allegan County program presentation
- Budget details for strategic planning purposes
- Bus Buddy concept through Allegan County Transportation
- Reserved funding amounts will be included in the future finance reports
- Chairperson Rich Butler asked Commissioner DeYoung, when do we have to have the information to get the millage on the ballot for voting. Information will follow.

**ROUND TABLE (COA MEMBER TIME):**

Commissioner DeYoung informed COA that the Board of Commissioners approved a contractor to do remodeling at the Medical Care Facility. He also, spoke about a gun safety person from the Wayland that would like

to do some presentations. Seniors may not be aware of the new safety laws.

**ADJOURNMENT UNTIL:**

Motion to adjourn by Pat Petersen, supported by Mary Campbell. All in favor, motion carried.

The meeting adjourned at 10:56 am. Next Meeting November 19, 2025 from 9:00 am-11:00 am in the Zimmerman Room at the Human Services Building