

# Allegan County Commission on Aging



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<http://www.allegancounty.org>

**Chairperson: Larry Ladenburger**  
**Vice Chairperson: Alice Kelsey**

## COMMISSION ON AGING MEETING - AGENDA

Wednesday, February 17, 2021

**9:00 -12:00 am**  
**VIA ZOOM**

### COMMISSIONERS

**Rick Cain**  
269-744-7918  
Shelbyville

**Dean Kapenga**  
616-218-2599  
Hamilton

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

**Vice Chairperson**  
**Alice Kelsey**  
(Member At Large)  
269-366-0431  
Martin

### SENIOR MEMBERS

**Stuart Peet**  
269-672-9520  
Shelbyville

**Natalie Van Houten**  
269-672-9359  
Shelbyville

Vacant

### MEMBERS AT LARGE

**Patricia Petersen**  
616-644-8059  
Allegan

Vacant

**Richard Butler**  
616 902-0046  
Plainwell

### STAFF

**Sherry Owens**  
269-686-5144  
Director

**Havilah MacInnes**  
269-673-3333 x 2495  
Senior Services  
Counselor

**CALL TO ORDER:**  
**PLEDGE OF ALLEGIANCE:**  
**CONFIRMATION OF QUORUM**  
**ROLL CALL:**  
**COMMUNICATIONS:**  
**APPROVAL OF MINUTES: (Attachment A1 December 2020)**  
**(Attachment A2 – January 2021)**  
**PUBLIC PARTICIPATION:**  
**APPROVAL OF AGENDA:**  
**PRESENTATIONS: Fund Balance Review (Lorna Nenciarini)**  
**Policy & Procedure Manual revisions (Sherry)**

### ADMINISTRATIVE REPORTS:

-Director's Report (Attachment B)  
-Financial Reports (Attachment C)  
-Outreach Report (Attachment D)

### ACTION ITEMS:

1. Appoint Proposal Review Committee for upcoming RFPs

### DISCUSSION ITEMS:

1. RFP for In-Home Supports
2. Review/Revision of In-Home Supports P&P (**Attachment E**)
3. Review of COVID Vaccination support (**Attachment F**)
4. Review of proposed Marketing Plan (**Attachment G**)

### NOTICE OF APPOINTMENTS:

### FUTURE AGENDA ITEMS:

**SUBCOMMITTEE REPORTS: Communications Committee Update**  
**ROUND TABLE (COA MEMBER TIME):**

**ADJOURNMENT: Next Meeting – March 17, 2021, 9 – 11 am via ZOOM**

### Mission Statement

“Dedicated to serving Allegan County seniors by developing and coordinating services that support their independence, maintain their dignity, and preserve the