

Allegan County Commission On Aging



3255 122nd Ave., Suite 102
Allegan, MI 49010
269-673-3333
1-877-673-5333
269-673-0569 Fax
<http://www.allegancountycoa.org>

*Chairperson: George Smeenge
Vice Chairperson: Don Black*

COMMISSION ON AGING MEETING – AGENDA

Tuesday, April 21, 2009 – 1:30 p.m.

Spartan Room-Dept. of Human Services Building
3255 122nd Ave, Allegan, MI 49010

COMMISSIONERS

Don Black
269-792-6446
dblack@allegancounty.org

Terry Burns
616-355-2525
tburns@allegancounty.org

SENIOR
MEMBERS
Judith Graff
269-637-2307
graffj@i2k.com

Doris Hawkey
269-672-5181

Eleanor Nielsen

George Smeenge
616-335-2106
ghsmeenge@egl.net

Naomi Whetzel
269-793-0132

MEMBER AT
LARGE
Theresa Lynn
269-686-8659
tlynn@accn.org

Becky Rininger
269-673-0440
brininger@allegancounty.org

Sally Brooks
269-683-0260
sbrooks@allegancounty.org

Susan Gawaluch
269-561-4663
sue@lifehouseproperties.com

1:30 p.m. **CALL TO ORDER:**
CONFIRMATION OF QUORUM:
COMMUNICATIONS:
APPROVAL OF MINUTES:
1. March 17, 2009
PUBLIC PARTICIPATION:
APPROVAL OF AGENDA:
INTRODUCTIONS:
PRESENTATION: Kimberly Donlin, Generations Adult Day Care
ACTION:

1. Cost share policy & suggested donation scale

DISCUSSION:

1. Update on Dept. of Senior Services-Rob Sarro
2. Deb Daniels – O&A Coordinator position

REPORTS / MISC:

1. AAAWM update-Eleanor Nielsen
2. Director's Report-George Smeenge
 - a. Monthly report- February
 - b. Financial summaries- March
 - c. Quarterly report
3. Goals – update from focus groups
4. Story – George Smeenge

ROUND TABLE:

ADJOURNMENT:

NEXT MEETING: May 19, 2009 in Spartan Room

Mission Statement

“To serve seniors by developing and coordinating services that support their independence, maintain their dignity, and preserve their quality of life”

Allegan County Dept. of Senior Services
Director's report
April 21, 2009

Action item on the agenda:

1. Cost share policy and donation scale. The cost share documents and the suggested donation scale were included in last month's board packet for your review. Kent County Senior Millage has a cost share policy, and this one is modeled exactly after Kent County's cost share policy. I spoke briefly last month regarding the cost share policy. Cost share is a co-payment that seniors would be required to pay based on income for the entire household. Cost share starts at 200% of poverty level for a 5% cost share and continues to 461% of poverty level for a 100% cost share. I provided a table that outlined the actual co-payment per service at the stated income levels. I'm recommending approval for the cost share policy so we can continue to provide services to the most frail and neediest of our seniors. Currently we provide service to everyone based on need and not income. We have started waiting lists for Homemaking and Personal Care services, if we institute a cost share policy then those who can contribute will have to contribute and units will be available to move seniors off the waiting lists. The cost share policy is only for Homemaking, Personal Care, In-home Respite and Adult Day Care. I'm recommending approval of the suggested donation scale for Volunteer Transportation and Home Delivered Meals. The donation scale is the same as for AAAM, so there would be no conflict with our combined contracts.

Discussion item on the agenda:

1. Update on the Dept. of Senior Services. Rob Sarro will be presenting the update on changes to the department and its structure. He will also be reviewing the operational goals that he and I have been working towards.
2. Update on the Outreach & Assessment Coordinator. I'm very grateful that Deb Daniels will be joining the meeting to give the update on the position. I know everyone is excited as I am about our new O&A Coordinator.

What's happening in Senior Services?

1. ACRDC's HDM contract. The Board of Commissioners approved the amended contract on April 9th.
2. Update on the Adult Foster Care Clients. The female client passed away a few days after your decision, she was never told about the decision. Kimberly Donlin and I worked out a transition plan for the male client. Allegan County Community Mental Health is looking at funding his attendance in the adult day care program, and we should know the decision by the end of the month.
3. People Helping People. Dave Flacker contacted me about the possibility of doing outreach at their Pullman office to assist seniors and/or veterans. He has offered an office and use of their equipment to assist us. People Helping People was created to meet the needs of the residents in Pullman and the surrounding area. The organization is affiliated with Love, INC and will provide L.I.F.E. skills classes along with pantries for various needs. The goal is to bring services and resources that the residents need to Pullman instead of the hassle of trying to get to Allegan to access the services. Do you want the Dept. of Senior Services to do community outreach in Pullman one day a month at the People Helping People office?

Allegan County Dept. of Senior Services

Director's report

April 21, 2009

4. Senior Fest. Reminder that May 7th is the date for the Senior Fest. The event takes place from 9:00 a.m. – 2:00 p.m. at the First Baptist Church in Allegan. The theme is “The Wizard of Oz”. Registration forms are available in our office or from Myrna Simon at ACCMH. For more information or to register, please contact Abby Reeg at Evergreen Commons, 888-201-9145 or 616-355-5118.
5. Homeless Summit. The Continuum of Care will be conducting a Homeless Summit to discuss the 10-year plan to end homelessness on April 22nd. The Department of Senior Services will be represented by George Smeenge and Doris Hawkey.
6. New Services. The RFPs have to be released again for Chore Services, Companion & Friendly Visitor Services, Health and Wellness Education. A decision has to be made regarding transportation and what that definition will include. If we decide to go with Volunteer Transportation, then do we want to release a RFP or extend contracts with current providers?
7. Service Provider Assessment. I performed the informal site visits with all the providers in February and March, except ACRDC. There is an assessment tool that AAAWM designed and the first director presented to the COA in December, 2007. I'll be assessing the providers in May and June, as a requirement of the contracts. I will use some of the questions from AAAWM's assessment tool and will create questions that are specific to our contracts. I'll be discussing the tool with the Directors at our next provider meeting.
8. Press Release. Midge Stamas has been hard at work with a press release regarding the goals and services that are being provided. She has been working closely with Rob Sarro and George Smeenge to finalize the article.

Respectfully submitted,

Tammy J. Grigg, Interim Director

Allegan County Commission On Aging



3255 122nd Ave., Suite 102
Allegan, MI 49010
269-673-3333
1-877-673-5333
269-673-0569 Fax
<http://www.allegancountycoa.org>

Chairperson: George Smeenge
Vice Chairperson: Don Black

Commission on Aging meeting minutes March 17, 2009 Spartan Room at the DHS Building

COMMISSIONERS

Don Black
269-792-6446
dblack@allegancounty.org

Terry Burns
616-355-2525
tburns@allegancounty.org

SENIOR MEMBERS

Judith Graff
269-637-2307
graфф@i2k.com

Doris Hawkey
269-672-5181

Eleanor Nielsen

George Smeenge
616-335-2106
ghsmeenge@eql.net

Naomi Whetzel
269-793-0132

MEMBER AT LARGE

Theresa Lynn
269-686-8659
tlynn@accn.org

Becky Rininger
269-673-0440
brininger@allegancounty.org

Sally Brooks
269-683-0260
sbrooks@allegancounty.org

Susan Gawaluch
269-561-4663
sue@lifehouseproperties.com

Call to Order: Meeting was called to order by Chairperson George Smeenge at 1:40 p.m.

Confirmation of Quorum: Quorum was confirmed with 9 members present. Roll call: George Smeenge, Terry Burns, Judy Graff, Naomi Whetzel, Doris Hawkey, Becky Rininger, Sally Brooks, Eleanor Nielsen & Theresa Lynn. Excused absence: Don Black, Susan Gawaluch.

Communications: None.

Approval of Minutes: Theresa Lynn pointed out a spelling error on page 2 under Approval of Agenda: "descending" should be "dissenting". Moved by Eleanor Nielsen, seconded by Theresa Lynn to approve the minutes as amended. Motion carried with Becky Rininger abstaining due to her absence at last month's meeting.

Approval of Agenda: Moved by Theresa Lynn, seconded by Naomi Whetzel to approve the agenda. Motion carried.

Presentations: Jo VerBeek, Director of Evergreen Commons spoke about the progress they are having in reaching our senior citizens and providing them with their needed services. Her quote of encouragement was "We make a difference."

Action:

1. Discussion of S.M.A.R.T. goals set at the COA board retreat on February 13, 2009. Item 4 was to include a deadline of Aug. 3. Item 6 was amended to include a deadline of Aug. 1, for definition. Four other issues were brought up by George Smeenge to be added to the official list of goals. Moved by Theresa Lynn and seconded by Terry Burns to approve goals as amended. Passed by unanimous vote.
2. Discussion of Generations' request for extending services to two clients living in adult foster care homes. Although Becky Rininger wished we could continue the services, she moved that based on our contract and the licensing laws, we should decline the services and Theresa Lynn seconded to deny the services. Judy Graff wished to amend the motion to establish a date of compliance. Judy Graff suggested we work with the provider in tapering off the services over a period of 90 days from today. Motion passed as amended.

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"

Discussion: Debbie Daniels, HR Director discussed the timeline for staffing the office of Senior Services. She first welcomed Sue Nelson, newly hired to the part-time, temporary Secretary position. Debbie and Tammy are currently interviewing for the Outreach & Assessment Coordinator. They have received over 160 resumes for this position. Debbie estimates the schedule needs to add about 15 days to the original dates set in the timetable. The director's position is being evaluated and Rob Sarro will be presenting his recommendations at the April COA meeting.

Reports / Misc:

1. AAAWM update by Eleanor Nielsen – nursing home expenditures went down in 2008 by \$18 million due to moving people out of nursing homes; looking at a \$17.4 million increase for Medicaid waiver in 2010. No state funding cuts expected. Medicaid Waiver not expected to be cut. 6.42% reduction in state services. That would be a \$56,000 reduction in nutrition and \$84,000 reduction in community services. Looking at an extra \$250,000 for nutrition program at the Federal level through the economic stimulus package. \$200,000 for the Senior Employment Program. Veterans' Initiative-Michigan was selected as one of 10 states for a pilot program; a component of the nursing home diversion program. AAAWM assesses veterans. Basic classification yields \$2,700 per month; intermediate yields \$4,500 premium per month. Currently, average waiver clients get \$1,500. Allegan County needs another member for the Advisory Council. Please let Eleanor know of a senior who might be interested. They have one meeting per month at 1:00 pm. They also pay mileage.
2. Director's Report – Tammy Grigg discussed the January monthly report in the new format and Financial summaries from December, January & February. She also discussed ACRDC's Home Delivered Meals Contract and briefly touched on cost share policy & suggested donation scale, which will be on the agenda next month. Tammy mentioned she won't be at next month's meeting. She'll be in Lansing with Veteran Services. She requested that any questions regarding the cost share or donation scale be submitted a week before the next meeting.
3. Story – Jo VerBeek provided stories.

Adjournment: Moved by Rininger, seconded by Whetzel to adjourn the meeting. Motion carried.

Respectfully submitted,
Sue Nelson, Senior Services Secretary

Allegan County Dept. of Senior Services
 2009 Monthly Report Form
 Senior Millage Funds
 For Period Ending 02/28/2009

16.66% of fiscal year

ACCOUNT DESCRIPTION	ANNUAL BUDGET	YTD EXPENDITURES	Y-T-D-%	UNEXPENDED BALANCE
SERVICES				
ACDSS	\$64,084	\$0.00	0%	\$64,084.00
ACRDC - HDM	\$175,000	\$23,632.64	14%	\$151,367.36
ACRDC - VT (6-month contract)	\$34,000	\$12,047.29	35%	\$21,952.71
Alliance Medical Services - PC	\$170,000	\$17,019.00	10%	\$152,981.00
Alliance Medical Services - IHR	\$80,563	\$1,487.50	2%	\$79,075.50
Alliance Medical Services - HMK	\$20,140	\$1,827.00	9%	\$18,313.00
Casco Township - VT (6-mo)	\$7,200	\$2,271.23	32%	\$4,928.77
Evergreen Commons - HMK	\$80,563	\$16,789.00	21%	\$63,774.00
Evergreen Commons - PC	\$87,887	\$23,032.25	26%	\$64,854.75
Evergreen Commons - IHR	\$20,140	\$15,653.13	78%	\$4,486.87
Generations Day Care - ADC	\$91,529	\$20,951.75	23%	\$70,577.25
6 month contracts				
Transportation	\$41,195		0%	\$41,195.00
Chore Services	\$14,469		0%	\$14,469.00
Public Education	\$14,253		0%	\$14,253.00
Companion & Friendly Visitor	\$14,469		0%	\$14,469.00
Senior Millage	\$915,492	\$134,710.79	15%	\$780,781.21

ALLEGAN COUNTY
DEPARTMENT UPDATE

DEPARTMENT: Senior Services By: Tammy J. Grigg, Interim Director

PERIOD OF REPORTING : Quarterly

1/1/09 thru 3/31/09

LIST OF ONGOING PROJECTS:

1	Monitoring of contracts
2	Marketing/Public Relations
3	Goal setting with COA and support towards goals
4	Operational duties-staff was needed, covering secretarial and O&A duties
5	Client Satisfaction Survey
6	RFPs for new services
7	Assessment and Mapping Project

DEPARTMENT BENCHMARKS/STATISTICS:

Project #	Measurement
1	Determined service plans and assigned units for 250+ seniors
1	Informal Site visits with four providers and two provider meetings
1	Amended HDM contract, all contracts are signed
1	Dealt with (2) client eligibility problems with the Adult Day Care program and worked out a reduction and termination plan with Kimberly Donlin
2	Had a meeting with Midge Stamas regarding our press article, sent information for the article and also my suggestions regarding the draft. The final draft will be determined by Rob Sarro, George Smeenge and Midge Stamas.
2	Guest on Juke VanOss' radio talk show to address concerns listeners had during the previous show. (air date was 3-13-09)
3	Goals were determined and approved by the COA
3	COA members have chosen what goals they'll be supporting and I've sent information to two of the "focus" groups to assist with their tasks
4	Staffing was an issue, since the start of the year with only one (1) .75 FTE ; in March we hired a part time secretary and interviewed for the O&A position
5	Client Satisfaction Survey is a goal (item #3) that needs to be completed soon, the group has examples of questions and results from other surveys that were conducted by our providers and others in the community
6	RFPs for new services will be released soon, working on some definition changes and

	simplifying the process. I'm not recommending that we have a Proposal Review Committee like we did in the fall. I'm going to suggest that we follow the County's procedure for reading/deciding proposals.
7	There were some problems when we started the web based assessment and referral process, a lot of those issues have been addressed and corrected. The mapping project hasn't been able to map the clients yet because of incomplete data in the SQL. This problem has been addressed and the mapping should resume in May.

OTHER ITEMS:

The transition time was a very stressful time for seniors, providers and myself. The transition period started at the end of December 2008 and concluded at the end of February 2009. The new process of determining service plans with the providers in a team approach has been very beneficial. The new process has found efficiencies in the services needed, service delivery, setting maximum levels of service and utilizing other funding sources that are available. The new steps were necessary to ensure that service delivery was carried out in a fair, equitable and consistent manner. The new process opened up additional units, so we're able to serve more seniors.