

Allegan County Commission On Aging



3255 122nd Ave., Suite 103
Allegan, MI 49010
269-673-3333
1-877-673-5333
269-673-0569 Fax
<http://www.allegancountycoa.org>

Chairperson: Don Black
Vice Chairperson: Terry Burns

Planning Session

COMMISSIONERS

Don Black
269-792-6446
dblack@
allegancounty.org
(Shelbyville)

Terry Burns
616-355-2525
tburns@
allegancounty.org
(Saugatuck)

SENIOR MEMBERS

Doris Hawkey
269-672-5181
(Martin)

Sarah Miller
269-672-7778
(Martin)

Eleanor Nielsen
269-673-2728
(Allegan)

Naomi Whetzel
269-793-0132
(Hopkins)

MEMBER AT LARGE

Sally Brooks
269-683-0260
sbrooks@
allegancounty.org
(Allegan)

Trinidad Perez
269-236-6460
(Pullman)

Patricia Pera
269-543-3791
(Fennville)

Paul Visscher
269-857-4522
(Saugatuck)

1. 1:30 to 1:50 - COA Member Time:

- Mission Moments: What's been happening in Member's individual communities. (Retreat comments - brief those not there) (5-7 minutes each member)
- Advocacy:**
- Older Michiganiaan's Day (**Attachment A**)
- National Elder Abuse Awareness Info (**Attachment B**)
- Older American's Month Proclamation (**Attachment C**)*
- MACC Legislative Forum (**Terry Burns**)

2. 1:50 to 2:00 – Ideas to Consider:

- Director's recommendations:
- Mini Grant update – Doris/Sherry
- Senior Unmet needs fund (**Attachment D**)*
- Matter of Balance Training (**Attachment E**)*
- Board ideas

4. 2:00 to 2:30 – Board Education

- SWOT** Analysis
- Q & A (Future Topics)

5. 2:30 to 2:45 – Break

Please take a moment to talk to your other Committee members and set up meeting dates/times. (**Attachment F**)

COA Business Meeting immediately following (See agenda)

*= Due to the fact that there was no March meeting, we will need to take action on these items as part of the business meeting.

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”

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COMMISSION ON AGING MEETING – AGENDA

Tuesday, **April 20, 2010**– 1:30 p.m.

Spartan Room– Human Services Building
3255 122nd Ave, Allegan, MI 49010

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CALL TO ORDER:

PLANNING SESSION: 1:30-2:45 p.m.

CONFIRMATION OF QUORUM:

APPROVAL OF MINUTES: February 16, 2010 (**Attachment G**)

PUBLIC PARTICIPATION:

COMMUNICATIONS:

APPROVAL OF AGENDA:

INTRODUCTIONS: Mr. Paul Visscher

PRESENTATION: Presentation on services (Rebekah Walton)

DIRECTOR'S REPORT: Sherry Torres (**Attachment H**)

DISCUSSION:

1. David Vanderroovaart (Finance Director) will be available for questions concerning millage and fund balance
2. Committee Reports
 - *Wellness Committee-
 - *Advocacy/travel meetings-
 - *Events –
 - *Millage Renewal-Eleanor Nielsen
3. Transportation Update (**Attachment I**)

ACTION:

1. Approval of contract modifications for Alliance Home Health (**Attachment J**)
2. Approval of contract extension for Casco Township Transportation Contract (**Attachment K**)
3. Provider's request to only present to the COA once annually
4. Approve Older American Proclamation (**Attachment C**)
5. Senior Unmet Needs Fund (**Attachment D**)

REPORTS / MISC:

1. Outreach Report – (**Attachment L**)
2. I & R Log – (**Attachment M**)
3. COA Action Items Log (**Attachment N**)
4. Financials (**Attachment O**)

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- 4th Quarter Report (***Attachment P***)
- 2008-2009 Combined Annual Report (***not available at time of mailing***)
- 5. Story – actual letter from a senior (***Attachment Q***)

ROUND TABLE:

ADJOURNMENT:

NEXT MEETING: **MAY 18, 2010**, 1:30 p.m. Spartan Room – Human Services Building

State Support for Senior Services By the Numbers

\$32 B Annual spending by Michigan seniors age 65+, mostly locally, boosting our state's economy

\$17.13 The amount of state dollars allocated for Older Michigianians Act services per senior

The percent of Michigan population age 60 and older in 2010—estimated total 1,892,731

18%

Percent of state general funds allocated for Older Michigianians Act programs (0.315%)

<1%

407,000 The number of Meals on Wheels affected by the FY 2010 \$1.9 million state funding reduction

8,800 The number of vulnerable seniors who may not receive help in 2010 due to state budget cuts

OMD 2010 Steering Committee

AARP, Alzheimer's Association Greater Michigan Chapter, Area Agencies on Aging Association of Michigan, Michigan Association of Senior Centers, Senior Volunteer Programs of Michigan, Michigan Directors of Services to the Aging, Michigan Senior Advocates Council

OMD 2010 Sponsors



PriorityHealth®



Presbyterian
Villages
OF MICHIGAN

SENIOR LIVING COMMUNITIES

**2010
OLDER MICHIGANIANS DAY**

**PLATFORM
For Legislative Action**

www.oldermichigianiansday.com

Michigan Seniors urge Legislators and the Governor to:

- Protect services for the most vulnerable
- Invest in prevention programs that work and save money
- Make Michigan a retirement destination of choice
- Close tax loopholes, reform government, and restructure taxes to raise needed state revenue

June 10, 2010

Capitol Rally Day

OMD 2010 Legislative Advocacy Platform

We urge Legislators and the Governor to:

Protect vulnerable seniors: Fund senior and long term care programs

No further cuts to Office of Services to the Aging programs like home delivered meals, in-home care, senior volunteers, and caregiver respite.

- Approve Governor's recommended \$14 million increase in the MI Choice home-based nursing home alternative.
- No further cuts to Medicaid health, mental health and nursing home providers.

Protect vulnerable seniors: pass Elder Abuse laws

- The 2006 Governor's Elder Abuse Task Force Report calls for the adoption of several laws that would enhance protection for vulnerable older adults. Not one piece of legislation implementing the recommendations has been passed by the Legislature.
- More than 20 elder abuse bills are before the legislature, and 8 bills have passed the House and are awaiting action in the Senate. These bills must pass.
- Protections needed by older adults include: require reporting by financial institutions of suspected abuse; increase penalties for abuse or exploitation; require court appointed guardians to be bonded; allow videotaped testimony; and allow courts to freeze assets when necessary to protect seniors' savings.



Invest in prevention programs that work

- Support Older Michiganians Act programs that prevent, delay, or divert dependence on costly Medicaid and institutional care.
- Expand financing for evidence-based wellness programs, offered by senior centers and other aging network organizations, that lower health care costs.

Make Michigan a retirement destination of choice

- Support legislation that creates communities that embrace an aging and disabled population. Seniors are a \$32 billion economic force in Michigan. Their economic contributions create jobs that will not leave the state. Their income is imported into the state's economy (Social Security, pension, earnings on investments).

Reform Michigan government and taxation to match current conditions and needs

- Restructure Michigan's tax system with fairness to promote economic growth; reform government operations to maximize cost effectiveness; and raise needed revenues for state-supported services by closing tax loopholes.

For information contact:
Mary Ablan, Area Agencies on Aging Association of Michigan
(517) 886-1029

For Immediate Release

INPEA Announces World Elder Abuse Awareness Day 2010

INPEA WEAAD Contact: weaad-info@inpea.net

Local Contact: _____



INPEA Announces 5th World Elder Abuse Awareness Day 2010

Mark your calendars! The International Network for the Prevention of Elder Abuse (INPEA) announces the 5th Annual *World Elder Abuse Awareness Day (WEAAD)* on *Tuesday, June 15, 2010*.

Communities and municipalities will make proclamations declaring *June 15, 2010* as *World Elder Abuse Awareness Day (WEAAD)* and hold events designed to raise their communities' awareness of elder abuse. The first Awareness Day in 2006 involved several hundred organisations and governmental bodies at international, national, regional, local, community and neighbourhood level, in every continent in the world. The day is in support of the United Nations International Plan of Action which recognizes the significance of elder abuse as a public health and human rights issue. Governments, non-governmental organizations, educational institutions, religious groups, professionals in the field of aging, interested individuals as well as older persons themselves will promote a better understanding of abuse and neglect of older persons by organizing activities around the world to raise awareness of the cultural, social, economic and demographic processes affecting elder abuse and neglect.

Throughout the world, abuse and neglect of older persons is largely under-recognized or treated as an unspoken problem. Unfortunately, no community or country in the world is immune from this costly, public health and human rights crisis. Research indicates that public education campaigns like *World Elder Abuse Awareness Day (WEAAD)* are vital for informing people in a growing number of countries about elder abuse and active involvement of the media is central to its success.

All countries, communities, neighborhoods and organizations interested in working to help bring recognition and ultimately an end to elder abuse and neglect are urged to take part in the 5th Annual *World Elder Abuse Awareness Day (WEAAD)* on *June 15, 2010*. Awareness activities may encompass volunteer or educational programs, cultural and art events, use of information technology, or any activity that aims to create awareness of elder abuse and neglect. Raising awareness of elder abuse and neglect is a challenge and no effort is too small. To learn more, and to download a free copy of the Community Guide World Day Tool Kit, please visit www.inpea.net/weaad.html.

The International Network for the Prevention for Elder Abuse (INPEA) was founded in 1997 and is dedicated to global dissemination of information as part of its commitment to world-wide prevention of elder abuse. Acknowledging the diversity of culture, background, and life style of the world population, the International Network for the Prevention of Elder Abuse (INPEA) aims to increase society's ability, through international collaboration, to recognize and respond to the mistreatment of older people in whatever setting it occurs, so that the latter years of life will be free from abuse, neglect and exploitation. For more information, please see our website at: www.inpea.net.

**Older Americans Month 2010
A Proclamation**

Whereas, ALLEGAN COUNTY is a community that includes more than 16,000 citizens aged 60 and older; and

Whereas, the older adults in **ALLEGAN COUNTY** are among of our most “treasured resources,” united by historical experiences, strengthened by diversity, and interpreting events through varied perspectives and backgrounds to bring wisdom and insight to our community; and

Whereas, increasing numbers of adults are reaching retirement age and remaining strong and active for longer than ever before; and

Whereas, the older adults in **ALLEGAN COUNTY** deserve recognitions for the contributions they have made and will continue to make to the culture, economy, and character of our community and our nation; and

Whereas, our community can provide that recognition and respect by improving the quality of life for older Americans by:

Increasing their opportunities to remain active and engaged in community life;

Providing individualized services and support systems to maintain the dignity, independence, and self-determination of older Americans as they age;

Combating ageist attitudes by honoring their past, present, and future contributions;

Now Therefore, WE of **ALLEGAN COUNTY, MICHIGAN** do hereby proclaim May 2010 to be Older Americans Month. **WE** urge every citizen to take time this month to honor our older adults and the professionals, family members, and volunteers who care for many of them. Our recognition and involvement of older Americans can enrich our entire community’s quality of life.

Dated this 8th day of April, 2010

By the Allegan County Board of Commissioners

Allegan County Department of Senior Services (ACDSS)
Senior Needs Fund

PURPOSE: Allegan County, in an ongoing effort to support independence and preserve the quality of life for Allegan County residents age 60 and over, may assist seniors with urgent needs. These funds may be accessed **only** after all other avenues for assistance have been explored and/or exhausted.

1. Fund access is limited to persons 60 years of age and older, who reside in Allegan County.
2. Applicants will be required to complete an income/expense form; verification may be required at the County's discretion.
3. Applications will be reviewed and approval will be determined by the Director of Senior Services and the Finance Director.
4. The County reserves the right to deny funding, or provide partial or full funding for the requested expenditure. Submission of a request for funding **in no way** guarantees that funding will be granted.
5. Determinations for funding will be processed within **10 business days of request**.
6. All determinations are **to be considered final**.
7. Requests for funding must be accompanied by **three separate** price quotes from providers of the goods/services **unless** fewer available sources exist.
8. Fund recipient's cost contribution is 10% or \$30, whichever is greater **unless** the applicant has demonstrated, **and** the County has determined there is inability to meet the cost contribution in part or in whole. **Family support is strongly encouraged.**
9. A face to face appointment (either in the County offices or at the senior's home) is required for **all** seniors who are not ACDSS clients.
10. Recognizing the fund's limited resources, the person seeking assistance must have explored and/or exhausted all other potential avenues of assistance within the community prior to this request and provide letters of denial from **at least three** other agencies (see process document).
11. Any monetary assistance approved will go **directly to** the vendor and **not** to the client directly – **there will be no exceptions**.
12. The County of Allegan does not assume responsibility for the work completed or items provided with funds from the Senior Needs Fund.
13. Funding will be limited to no more than \$1,000 per client, **and** no more than one time per year. No more than \$1,500 total shall be granted to provide assistance to any one senior and/or their family.
14. Repeat requests for funding may require the client to undergo financial planning and/or assistance **before further funding is granted**.

**Process for Allegan County Department of Senior Services (ACDSS)
Senior Needs Fund**

The purpose of the ACDSS Senior Needs Fund is to provide assistance for the urgent needs of seniors for whom ***no other funding streams can be identified or*** for needs that ***exceed other funding limits***.

The goods or services requested for consideration must be such as will ***enable or enhance the senior's ability to remain independent in their home***. Examples of fundable goods/services include *but are not necessarily limited to*:

- Health related expenses
- Purchase of medical/assistive equipment such as eyeglasses, hearing aides, dental needs, incontinence products, etc. **(must be accompanied by physician's order)**
- Adaptive equipment such as voice enhancers, etc.
- Home modifications for ***health related reasons*** such as ramps, barrier free thresholds, etc.
- Home appliance replacement/repair

In an effort to reduce the duplication of other existing funds, examples of non-fundable goods/services include *but are not necessarily limited to*:

- Shelter expenses such as rent, security deposits, etc.
- Assistance with utilities
- Food
- Weatherization

Requests for funding must include ***proof*** that the following has occurred:

Requests for any/all medical or adaptive equipment, supplies or other related items ***must include*** documentation that Medicaid/Medicare benefits (as appropriate) ***have been applied for*** and either denied or benefits are not sufficient to meet the senior's needs ***and*** no other form of medical insurance is available or sufficient. Additionally, the following processes must have also occurred:

1. A request for assistance has been filed with the Allegan County Department of Human Services ***(denial letter or partial funding documentation must accompany all requests for funding)***.
2. A request for assistance has been filed with the local Salvation Army ***(denial letter or partial funding documentation must accompany all requests for funding)***.
3. Contact has been made with local 211 services to request agencies that are able to assist with funding for the type of goods/services needed ***(a minimum of one additional denial letter or partial funding documentation must accompany all requests for funding)***.

Once all documentation has been assembled, application can be made by contacting:

**Allegan County Department of Senior Services
3255 122nd Avenue, Suite 103
Allegan, Michigan 49010
(269) 673-3333**

**ALLEGAN COUNTY DEPARTMENT OF SENIOR SERVICE (ACDSS)
SENIOR NEEDS FUND APPLICATION**

Date: _____ Township: _____

Client Name: _____ Telephone: _____

Address: _____ City/Zip: _____

Number of people in home: _____ Is client or spouse a Veteran? Y N

Assistance Requested: _____ Amount of Request: \$ _____

Reason for request: _____

Name/address/phone of Vendor: _____

Other agencies contacted for assistance/amounts received: _____

Total monthly income: \$ _____

If married, include total income for *both* spouses. For dependents 18 and over living with you include all household income. Include Social Security, Pension, Veteran's assistance, Disability, etc. **(Verification may be required.)**

Total assets: \$ _____

Include bank accounts, real estate, stocks, etc. **(Verification may be required)**

Total monthly expenses: \$ _____

Include rent/mortgage, utilities, vehicle expenses, health/medication expenses, telephone, cable, food, credit cards, etc. **(Verification may be required)**

I attest that the above income and expenses are accurate and correct. I understand that Allegan County assumes no responsibility for work/items related to funds used from the ACDSS Senior Needs Fund.

Client signature: _____ Date: _____

Director of Senior Services

Finance Director

Amount approved from ACDSS Senior Needs Fund: \$ _____

Date of Approval: _____ Invoice Number: _____

Check Number: _____ Total Amount: _____



A MATTER OF
BALANCE

MANAGING CONCERNS ABOUT FALLS

P R E S S R E L E A S E

**A Free Matter of Balance Coach Training being offered by
Area Agency on Aging of Western Michigan**

**Place: Area Agency on Aging
1279 Cedar NE
Grand Rapids, MI**

Date: May 17 and 18, 2010

Time: 9 – 2 pm

Lunch will be provided

What is Matter of Balance?

Chances are you know someone who has fallen or who is afraid of falling. A Matter of Balance is a proven program designed to help people manage concerns about falls and increase physical activity.

A Matter of Balance: Managing Concerns About Falls is conducted in 8 two-hour sessions and uses group discussion, problem-solving strategies, videos and gentle physical exercise. Older adults learn positive coping methods to reduce fear of falling and remain active and independent.

A Matter of Balance coaches help participants become more confident about managing falls by believing that they can increase their strength, find ways to reduce falls, and protect themselves if they do fall. In addition, participants report that they have increased the amount they exercise on a regular basis.

A Matter of Balance coaches need good communication and interpersonal skills, enthusiasm, dependability and a willingness to lead small groups of older adults. Coaches also need to be able to lead low to moderate level exercise.

Area Agency on Agency is offering this free training for providers who may want to offer this program to their older adults. **Each provider should have two coaches trained, as sessions are taught in pairs. We will also need a commitment from your agency to hold two trainings within a 12 month period of time.** If you are interested in attending the free training, please contact Barbara Nelson at 616.222.7011 or email Barb@aaawm.org by May 1, 2010. The training is limited to 16 participants, so you may want to register early. If you would like more information, contact Barbara Nelson at 616.222.7011

A Matter of Balance: Managing Concerns About Falls

This program is based on Fear of Falling: A Matter of Balance. Copyright© 1995 Trustees of Boston University. All rights reserved. Used and adapted by permission of Boston University.

A Matter of Balance Lay Leader Model

Recognized for Innovation and Quality in Healthcare and Aging, 2006, American Society on Aging.



A MATTER OF BALANCE

MANAGING CONCERNS ABOUT FALLS

P R E S S R E L E A S E

A Matter of Balance Lay Leader Model was developed by a grant from the Administration on Aging (#90AM2780).

Committee Information

Senior Wellness Committee:

Don Black
Terry Burns
Doris Hawkey
Sara Miller
Eleanor Nielsen
Pat Pera

*

Suggested meeting times:

Any of the four Mondays either 9:30 am
2:00 pm

1st, 2nd or 3rd 4th Thursday – 1pm

Advocacy/Travel Meeting Committee:

Don Black
Doris Hawkey
Trino Perez

*

Suggested meeting times:

Any of the 4 Wednesdays 1:30 pm

Any of the Thursdays, 3pm

Event Planning Committee:

Sally Brooks
Sara Miller

*

Suggested meeting times:

1st or 3rd Thursday Morning 10am

3rd Tuesday (same as COA) 9:30 am

Please circle your first picks and I'll attempt to get the calendars set for committee meetings. ***Please return this in the envelope enclosed no later than March 23rd.***

*Naomi Whetzel and Paul Visscher have not selected committees yet.

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COMMISSION ON AGING MEETING – MINUTES

Tuesday, February 16, 2010 – 1:30 p.m.
Spartan Room – Human Services Building
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CALL TO ORDER: Meeting called to order by chairperson, **Don Black** at 1:30 p.m.

PLANNING SESSION: 1:30-2:45 p.m. The following was discussed during the planning session: We began with “Mission Moments”, where each member was encouraged to share thoughts, ideas and opportunities to talk with seniors over the past month. **Sara Miller** asked that blank business cards be printed for use by the COA Board members. **Sherry Torres** will work on printing them for the next meeting. Discussion also occurred regarding attending the Older Michigania’s Day this June in Lansing. **Sherry Torres** will bring specific information to the next meeting. It was discussed that we create a mini-grant for churches throughout the county to develop a senior care program. **Doris Hawkey** and **Pat Pera** will work with **Sherry Torres** over the next month to develop a draft of the grant. **Chairperson Black** led the group in a listening exercise. **Doris Hawkey** also requested that we send George Smeenge a certificate of appreciation. **Eleanor Nielsen** asked why George Waden was not a part of the board. **Chairperson Black stated** he was not elected by the Board of Commissioners. **Patricia Pera** will contact Mr. Waden regarding resubmission of his application.

CONFIRMATION OF QUORUM: Members present: Don Black, Terry Burns, Sara Miller, Trino Perez, Doris Hawkey, Eleanor Nielsen, Sally Brooks, and Patricia Pera.

Absent: Naomi Whetzel and Paul Visscher

APPROVAL OF MINUTES: January 2009—**Doris Hawkey** moved and **Patricia Pera** seconded to approve the minutes of the January 19, 2010, meeting as presented. **All voted yes—passed.**

APPROVAL OF AGENDA: **Eleanor Nielsen** moved and **Doris Hawkey** seconded to approve the agenda as presented. **All voted yes—passed.**

INTRODUCTIONS: **Sara Miller** and **Trino Perez** introduced themselves as new members of the COA Board

DIRECTOR’S REPORT: **Sherry Torres** presented her report which was included in the prepared packet.

DISCUSSION:

1. Committee Reports: A committee sign up sheet was passed around. Committees are formed as follows:

Wellness Committee—Don Black, Terry Burns, Doris Hawkey, Sara Miller, Eleanor Nielsen, and Patricia Pera

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”

Advocacy/travel meetings- Don Black, Doris Hawkey, and Trino Perez

Events – Sara Miller and Sally Brooks

Meeting dates and times have yet to be determined. *Sherry Torres* will contact the committee members to determine dates and times.

2. By-Laws Review: It was suggested by *Sherry Torres* that since the transportation issues on the agenda could require a considerable amount of discussion time; perhaps the board would like to consider setting the by-laws review aside for a future meeting. It was moved by *Patricia Pera* and seconded by *Sally Brooks* to move the by-laws review to the April meeting. All voted yes-passed.

3. Creation of a Discretionary Fund: *Sherry Torres* explained that there were times when seniors have emergent situations that require immediate assistance. With the current approval structure, there was a substantial lag in turn around times that makes immediate assistance impossible. She presented an e-mail from ACRDC that explained the needs of an Allegan County senior with a voice enhancer that was not functional and required replacement. Therefore it was recommended that the COA add a \$7,000 line item to the budget for discretionary funding, that the Director could use to grant funding up to \$300.00, and requests of \$301 to \$1,000 could be voted upon by the entire COA. *Trino Perez* suggested that one member of the COA be consulted prior to any expenditure.

ACTION:

1. Recommend to the Board of Commissioners that a discretionary fund be created in the amount of \$7,000 as a line item in the budget to assist seniors in emergent situations. Requests in the amount of \$300 or less would be at the discretion of the Director and either the Chair or Vice Chair. Requests in the amount of \$301 to \$1,000 would require a majority vote of the COA.

Eleanor Nielsen moved and *Patricia Pera* seconded.

Black	Brooks	Burns	Hawkey	Miller	Nielsen
Yes	Yes	Yes	Yes	Yes	Yes
Pera	Perez	Visscher	Whetzel		
Yes	Yes	Absent	Absent		

Motion passed.

2. Recommend to the Board of Commissioners that transportation be a direct service as presented by the Director. Discussion: *Sherry Torres* presented the proposed transportation program, as well as the costs for the volunteer transportation program over the last two years and the amount it would cost to continue with the same number of trips over the next year with the proposed unit rates. *Patricia Pera* asked if the proposed plan depended on the success of the Mobility Management grant. *Sherry Torres* stated that it did not. The administrative fees that have been spent over the last year have been more than it would cost to hire a transportation coordinator. Patricia further asked if 19 hours per week would be sufficient to perform the duties necessary. *Sherry Torres* stated that this amount of hours would be sufficient as it would be a team approach with the entire support staff. *Sally Brooks* stated that she wanted to hear Mr. Hillary's thoughts on the

transportation program. **Chair Black** stated it would require a motion be passed to suspend the rules and allow the public to take part in this discussion.

Sally Brooks moved and **Patricia Pera** seconded the motion to suspend the rules and allow Mr. Hillary to take part in the discussion. All voted yes-passed.

Mr. Hillary stated that he felt the need for volunteer drivers was great as some seniors did not have the ability to get out to the bus on their own, and the ACT system was not always the best solution. He stated that he would be happy to change the definition of a unit rate from a one way trip to a mile. He offered to provide the service at a proposed rate of \$.89 per mile. **Sherry Torres** further stated that having the transportation program as a direct service will allow more control of how each ride is funded and the dollars would be able to stretch further. She further stated that as with the Outreach and Assistance program, having an objective person who is not connected to the dollars providing oversight, dollars have been saved. **Sally Brooks** commented that she felt there was no need to create another layer of service. She further stated that ACT and ACRDC were already performing transportation services, and she saw no need for the COA to also have a program. **Sherry Torres** stated that she agreed in theory. She further stated that she has spent many hours trying to open the lines of communication and come up with a solution for senior transportation without having to reinvent the wheel. She stated she had met with the key personnel who would agree to speak with her from ACRDC; she had met with board members to include the two Commissioners who sat on the ACRDC board and all conversations had ended in a stalemate with no offers for compromise on the unit rate amounts whatsoever. **Chair Black** asked **Sherry Torres** for her recommendation. **Sherry Torres** stated she recommended that the COA recommend to the BOC that we move forward with the transportation restructuring by providing transportation as a direct service, hiring a transportation coordinator and utilize all forms of transportation available throughout the county.

Moved by **Patricia Pera**, and seconded by **Terry Burns** to follow the recommendations of the Director.

Black	Brooks	Burns	Hawkey	Miller	Nielsen
Yes	No	Yes	Yes	No	Abstained
Pera	Perez	Visscher	Whetzel		
No	No	Absent	Absent		

Motion failed.

Chair Black asked where we go from here. **Sherry Torres** stated that ACT is currently providing the rides that ACRDC is not able to fund with AAA dollars. There would have to be contract created between ACT and the COA. Dan Wedge stated that he would not be able to provide the \$18.00 unit rate for more than the agreed 90 day trial. He reserved the right to adjust the unit rate based on the volume of trips and their location. **Chair Black** asked if there could be a contract prepared by the next meeting. **Patricia Pera** asked if there could be further discussion between ACT, ACRDC and

the Director. **Chair Black** asked if there could be some conversation over the next month and a resolution. **Sherry Torres** stated that she needed clarification on exactly what the Board wanted her to do. Mr. Hillary stated that he and Dan Wedge could sit down and work out the issues. **Chair Black** stated Mr. Hillary and Mr. Wedge should meet with the Director. Mr. Wedge again stated that he felt there needed to be a transportation coordinator. **Chair Black** asked if there could be an update at the March meeting, with a solution ready for the April meeting. **Trino Perez** suggested the board be allowed an additional 30 days to consider the plan before voting. **Sherry Torres** will report on the progress at the March meeting, a proposal will be prepared for the April meeting for discussion with a vote scheduled for the May meeting.

3. Board Retreat: **Sherry Torres** presented the three options available for the Board Retreat. **Sara Miller** moved and **Patricia Pera** seconded that option #2 be selected. All voted yes-passed.

Sherry Torres suggested that in the interest of time, the remaining reports be combined for the March meeting.

ADJOURNMENT: Moved by **Patricia Pera** and seconded by **Trino Perez** to combine the remaining reports and adjourn. **All voted yes—passed.** Meeting adjourned by Chairperson, **Don Black** at 5:15 pm.

NEXT MEETING: March 23, 2010, 1:30 p.m. **ZIMMERMAN ROOM**– Human Services Building – 1st Floor.

Respectfully submitted: Sherry Torres

Allegan County Commission On Aging



3255 122nd Ave., Suite 103
Allegan, MI 49010
269-673-3333
1-877-673-5333
269-673-0569 Fax
<http://www.allegancountycoa.org>

Chairperson: Don Black
Vice Chairperson: Terry Burns

COMMISSION ON AGING SPRING RETREAT – MINUTES

Friday, April 2, 2010

Allegan County Community Foundation
524 Marshall, Allegan, MI 49010

COMMISSIONERS

Don Black
269-792-6446
dblack@allegancounty.org
(Shelbyville)

Terry Burns
616-355-2525
tburns@allegancounty.org
(Saugatuck)

SENIOR MEMBERS

Doris Hawkey
269-672-5181
(Martin)

Sarah Miller
269-672-7778
(Martin)

Eleanor Nielsen
(Allegan)

Naomi Whetzel
269-793-0132
(Hopkins)

MEMBER AT LARGE

Sally Brooks
269-683-0260
sbrooks@allegancounty.org
(Allegan)

Trinidad Perez
269-236-6460
(Pullman)

Patricia Pera
269-543-3791
(Fennville)

Paul Visscher
269-857-4522
(Saugatuck)

Welcome/Breakfast/Ice Breaker: 10:00 am - 10:15 am Sherry Torres
Communication Exercise: 10:15 am – 10:30 am Sherry Torres
Introductions: Don Black introduced Facilitator Theresa Bray CEO/ Executive Director of Allegan County Community Foundation.

DISCUSSION:

Ground rules set by Theresa Bray as follows:

1. Do not take things personally
2. Celebrate what you do well
3. Commitment to the Mission
4. Challenge the concept, not the person

Commission on Aging...from your perspective (see handout) It was concluded that the goal of the COA was for every senior to be appreciative and thankful.

COA Retreat Survey Results reviewed (see handout)

Sherry Torres explained what to write on “things to say goodbye to” paper

Ten Basic Responsibilities of Nonprofit Boards (see handout)

Theresa Bray went over our mission, are we adhering to it, should we still have this mission, is it right?

Sherry Torres explained to the COA that her door is always open, not just on the 3rd Tuesday of the month. She invited all members give her a call or please come see her if there is a problem, so that she may address any problem before the next meeting. Don Black explained to members that agenda topics should go to Sherry Torres and he will meet with her on those topics.

Theresa Bray wanted to know if we lost Sherry Torres today, do we have a succession plan in place? Perhaps this should be an agenda item for the next executive committee. Job descriptions should be kept in a place for all members to review if needed.

Finance Director, David, will be attending the next meeting to explain the reserve fund. What is the policy for the reserve fund? Food should be priority. Other options for food are youth home and new jail. Often times

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”

seniors will feed their pets before themselves and another option is Animeals, food for seniors pets, possible option Wish Bone Pet Rescue.

It was decided include the following information in the Board Manuals:

1. Job Summaries
2. Contacts – Responsibilities
3. Food Pantry and other resource info
4. Glossary
5. Procedures for spokesperson

Legal Responsibilities of Nonprofit Boards (see handout)

Ensuring legal and ethical integrity

By-laws – the legal driving document of the committee

Make sure you adhere to the by-laws

By-laws will be put in all COA binders along with the minutes

Responsibilities Specific to the COA (see handout)

Board Members:

1. Education
2. Passion commitment
3. Historical perspective
4. What's being done now
5. Flyers to board

Next Steps (see handout)

Training Tools:

1. Board manuals
2. Flyers
3. Roberts Rules of Order
4. Leverage of funds
5. Power point on issues
6. Discussion on action
7. Bring info on your community

Allegan County Department of Senior Services
Director's Report
April 20, 2010

Greetings to all and Happy Spring!

I trust all of you have been enjoying the wonderful spring weather and enjoyed the Easter holiday with family and friends.

As most of you know, I attended the National Aging in America Conference in Chicago in March. It was a great week and I was able to get tons of information on "all things aging". I will be sharing this information as it comes up and as much as you want to hear at one time.

This has been a very busy time in the office and we are doing our best to keep senior services in the public eye. We are working to feature a different Public Service Announcement (PSA) in newspapers throughout the county on information on Senior Services. We began this process with the announcement of the Census application workshops that Rebekah held throughout the county. (She will fill you in on the details in her report.) The next one planned for this month will feature an offer to be a guest speaker for service clubs and other organizations to spread the word about the work being done in Senior Services.

In the very near future, we will also be submitting a PSA that talks about Older Americans Month (May). It will include an invitation to visit our offices and pick up a free gift bag of marketing supplies. We will have a very short survey on services and a nice gift bag for anyone who drops in.

Just a reminder that we will be doing a SWOT (**S**trengths, **W**eaknesses, **O**pportunities, and **T**hreats) Analysis as part of the strategic planning for this board during this meeting. Please be prepared to offer a couple of words or phrases for ***each of these areas*** for our discussion on where we are and where we want to go.

Tuesday, June 15th is World Elder Abuse Awareness Day. I have placed some basic info in this packet at ***Attachment B***. I have Rebekah working on some advocacy tool kits to obtain county recognition of June 15th as ***Elder Abuse Awareness Day*** throughout the County – we will be sending a Request of Action to the Board of Commissioners. If any of you would like to have your township or city councils also do a proclamation, (this is a great way to get information on the event out there, and it's also good coverage for the millage renewal) please let my staff know the details of who and where to send the requests, and the dates of the

Allegan County Department of Senior Services
Director's Report
April 20, 2010

meeting, and we will assist you. You will need to make arrangements to receive the Proclamation at the township/city council meeting just prior to the date.

On that same note, at the retreat, we briefly discussed the possibility of hosting an event in June as well; something on the order of the Senior Fest, but with a theme of Elder Abuse Prevention. Kalamazoo has hosted a Safe, Sound, and Secure event for years, and it is well attended. Vendors are places like Guardian, Inc, investment companies, banks, and elder law attorneys. The guest speaker is typically someone from the courts or law enforcement. I would suggest starting small this year and doing it well, and then build on it over the next few years. This is also a great use of fund balance dollars; however vendor fees make it extremely affordable. I think its' important that we create an event that connects directly with the Commission on Aging that keeps this group in the forefront of attention within the aging network.

What's happening in Senior Services?

1. In Building Ties, we (the COA) are still hosting the breakfast. For those of you that will be willing to be there and help serve the coffee and juice, please let me know today that you are going to be there. The theme this year is "frontier days", so some of us will be in colonial attire.
2. The MACC Legislative Committee is proposing a Legislative Forum be planned for June. We will invite the candidates for vacant seats in State Legislature to speak on their positions concerning various questions from the work groups. We have tentatively scheduled this event for June 5th, as it is the regularly scheduled MACC meeting. The final date will depend on the candidate schedules. I will keep you posted as we progress.
3. Older Michiganian's Day will be on Thursday, June 10th. I will be out of town on vacation that day; however I would be happy to assist you with planning a delegation for this event.
4. For those of you that were not able to join us for the retreat, we will be briefing you at the planning session regarding this productive and informative day. The theme for the day was basically tying everything we do back to our mission.
5. During the retreat – it came up that you would like to have a thinking period between the introduction of an idea or issue before voting on it. Therefore, we

Allegan County Department of Senior Services
Director's Report
April 20, 2010

are working to make that happen. Unless circumstances warrant, we will use the planning portion of our meeting each month to talk about the things that will be in the next month's meeting for vote. That will be a bit skewed this month, since we skipped March, so some things will be timely. But with this idea, you will hear about things for the first time at a planning session, then you will have the entire month to think about it, and ask questions, research, etc. and then it will be on the agenda at the business meeting for the next month, unless there is a time constraint. Should that be the case, you can always vote to make the decision during the business meeting and amend the business agenda to include the item.

6. Transportation is still being worked through. We have a small work group that has been working with ACRDC and ACT (Trino and Eleanor volunteered). We are close to coming up with a solution for the remainder of this year, and working on the mobility manager part when we know if our grant is successful.

Respectfully submitted,

Sherry Torres
Director



Interoffice Memo

Date: March 4, 2010

To: Sherry Torres, Director of Senior Services and Dan Wedge, Director of Transportation

From: Robert J. Sarro, County Administrator

Re: Senior Transportation - Mobility Management Grant

Following our recent discussion regarding restructuring the senior transportation program, I have some concerns about the recent action taken by the Commission on Aging (COA). Earlier this year, the COA supported a transportation model that would likely enable the County to provide senior transportation more efficiently as well as the application of a grant to pursue it. Subsequently, the grant application went before the Board of Commissioners (BOC) and was approved. However, during a recent meeting, the COA voted against such a model. Based on approval by the BOC, the grant has already been submitted.

It is my understanding the COA desired the implementation of a unit rate for services. The Allegan County Resource and Development Center (ACRDC) responded with a unit rate that suggested there could be efficiencies created through a different model. A 90 day extension was offered to ACRDC based on the previous contractual rates. That was refused by ACRDC. Therefore, the Mobility Manager Grant was pursued which enables the coordination of services in-house leveraged with Allegan County Transportation (ACT) resources. To ensure services continued for our residents during the interim period, ACT has been providing minimal service, as referred by ACRDC. ACRDC has continued to operate their volunteer transportation program using Area Agency on Aging (AAA) funding. Based on recent discussions, there is reason to believe not all needs are being met under the Volunteer Driver program in its current state.

Ultimately, there may be room for both ACRDC and Casco Township to continue to provide some level of service through the volunteer driver program. I support continued discussions between ACRDC, Casco Township, ACT, and Senior Services. In fact, I believe both you and Dan have greatly encouraged those discussions over the past few months.

In a recent communication with Commissioner Black, COA Chairman, I requested a written breakdown of the comparative data the COA used to arrive at their latest position. According to Commissioner Black, there was no data offered or rationale given by the COA members voting to support the change from the previous position.

Currently, an opportunity exists to experience increased efficiency by combining funding and other resources through a revised structure. The County has a responsibility to fully research each option that may reduce costs and/or enhance service delivery. Based on the data presented by both you and Dan Wedge, as well as the successful results of similar accomplishments with Outreach and Assessments, please continue to pursue the Mobility Manager Grant and in-house coordination as a key component to enhancing our overall transportation program. Again, any collaborative efforts you are able to achieve regarding volunteer drivers are encouraged and are completely compatible with the direction we are pursuing; providing they are within acceptable cost limits.

ADMINISTRATION

Robert J. Sarro
County Administrator
Fax 269.686.5331
administration@allegancounty.org

BUDGET and FINANCE

David B. Van de Roovaart
Director
Fax 269.673.0367
finance@allegancounty.org

HUMAN RESOURCES

Vickie Herzberg
Director
Fax 269.673.0367
HR@allegancounty.org

Letter of Understanding

Concerning the 2010 contract for In-Home Supports Services between the County of Allegan (including its Commission on Aging-ACCOA) and Alliance Home Health Services, Inc:

Contract Number: 2010-
Method of Payment: Per Unit

In-Home Supports Services

The additional millage funding for the In-Home Supports contract in the amount of sixty-four thousand dollars (**\$64,000**) to serve the current client list has been recommended by the COA and approved by the Allegan County Administrator in accordance with County budget policy for the remainder of FY 2010. The increase will take effect May 1, 2010.

The increase in funding will reflect a project increase of **3,500 units** in In-Home Supports for a total of **16,611 units**. The total amount of funding for contract # 2010- will be two hundred ninety-eight thousand, nine hundred ninety-eight dollars (**\$298,998**).

For the County of Allegan _____ Date _____

For Alliance Home Health Services _____ Date _____

Addendum

Contract: XXXX-2010-XXX
County: Allegan County
Method of Payment: Actual Cost

THREE (3) MONTH CONTRACT EXTENSION

between

Allegan County
3283 122nd Avenue
Allegan, Michigan 49010
Phone: (269) 673-3333

and Casco Township Senior Care Program
7104 107th Avenue
South Haven, Michigan 490090
Phone: (269) 637-4441

This contract extension period is made and entered into by the Allegan County Board of Commissioners, 122nd Avenue, Allegan, Michigan 49010 and Casco Township Senior Care Program (hereinafter referred to as Service Provider), 7104 107th Avenue, South Haven, Michigan 49090.

The service provider agrees to be bound by the Allegan County Commission on Aging (ACCOA) Request for Proposals #CY 2007-08 and the policies, procedures, terms and conditions stated in the ACCOA policy and procedures manual, both of which are incorporated and made part of the original contract.

The contract extension is for the period of three months, **April 1, 2010 through June 30, 2010**, for provision of volunteer transportation services. Payment for services under this contract addendum will be made as follows:

- Volunteer Transportation to be billed at actual cost **not to exceed \$920.00 per month** each month of the contract extension period.
- Reimbursement will be only for actual, reasonable, and allowable costs under the terms of the original contract. The service provider shall expend any and all payments solely for the purpose specified in this original contract and continued through the three month extension period as covered in this addendum. Allegan County may deny payment for costs which are determined to be disallowed or unobligated funds under this contract extension period. The service provider is responsible for fulfilling its obligations under this contract addendum in a timely and accurate manner. Failure to meet those obligations will result in withholding funds until obligations are met. The service provider agrees to provide up to an additional **50 one way trips** each month of the contract extension period.

The total amount of funding the contract and addendum is not to exceed **\$2,760** to provide not to exceed a total of **150 one way trips** for volunteer transportation.

IN WITNESS WEHREOF, Allegan County and Service Provider have caused this contract addendum to be witnessed by their respective duly authorized representative to do so.

The undersigned has the lawful authority to bind service provider to the terms set forth in this contract addendum.

Dated at Allegan, Michigan

(Service Provider)

This ____ day of _____, 2009

BY: _____

Witness: _____

Title: _____

Dated at Allegan, Michigan

Allegan County

This ____ day of _____, 2009

BY: _____

Witness: _____

Title: _____

Outreach and Assessment Coordinator Report – February & March 2010

Prepared by Rebekah Walton

Everyone appears to have a little more spring in their step. Could it be attributed to our longer days filled with sunshine? Don't get me wrong, I might be the only person in Michigan that loves snow, but I am excited to see some flowers bloom.

Sherry and I had the pleasure of attending the "Staying Healthy, Wealthy, & Wise in Hard Economic Times" Gerontology Conference at Grand Valley State University last month. We both left feeling like it was the best \$20 ever spent. I attended the following break out sessions: Depression Among Older Adults, Elder Law: Legal and Financial Issues as We Grow Older, and Housing Wisdom: A Model Program for Helping Older People Live in Affordable and Appropriate Homes. All three sessions were beneficial. I did (and I debated on whether to share this with you), put the presenter the depression speaker on the spot when I inquired about where fitness and exercise fit into ways of dealing with depression, as it was not mentioned once during her one hour presentation. Whoops. I think we might all agree that regular fitness and exercise is a key factor to good mental health.

I was recommended by my MMAP Regional Coordinator to attend an upcoming training in Lansing in a couple of weeks. I'm very excited about it, as I am the only unpaid volunteer who will be attending. I feel quite honored by the request. I will let you know how it goes next month.

I attended a "Council on Aging" meeting in Grand Rapids mid-way through the month. I believe I'm going to make it a regular meeting unless the topic is being covered in Allegan County. We discussed Veteran care both at the nursing care level and also at the in home care level. Sherry and I are looking into receiving

more information on the in home care presentation, as it may benefit some of our seniors.

Lastly, I created a spreadsheet to assist with unit assignment, since in home support services is now considered one service (so to speak). The other day I received our first invoice following the reassignment of units, and although it was a shorter month, we saved over \$4,000 with one service provider. I found this to be quite exciting, but then again, that's not hard to do 😊

At the beginning of March, I had sinus surgery which started my month out quite slowly. The last half of the month certainly made up for it though.

As mentioned in last months report, I had the opportunity to attend team building seminar through MMAP. Our facilitator for the day travels nation wide to promote team building. I found the day to be quite inspiring.

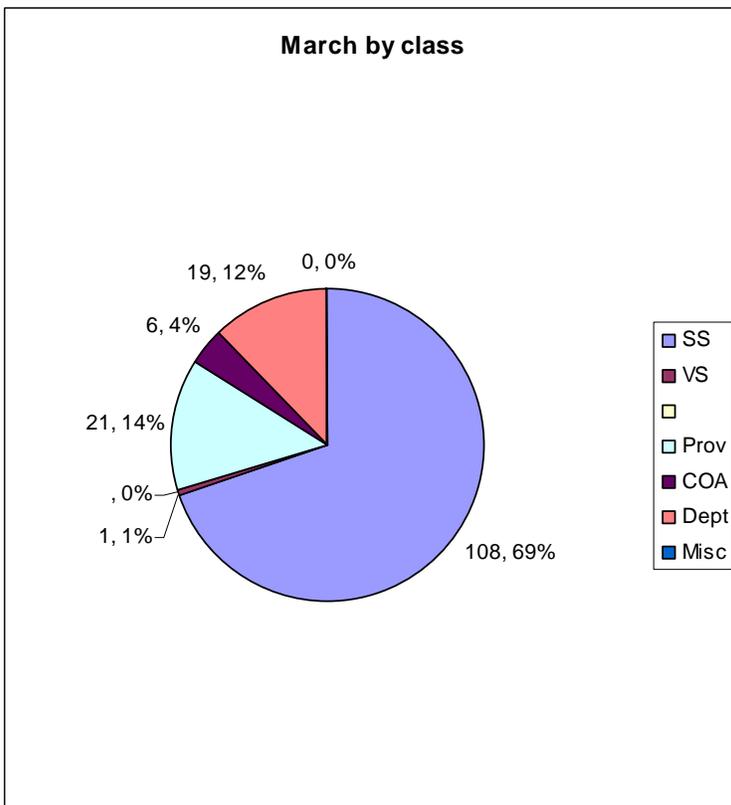
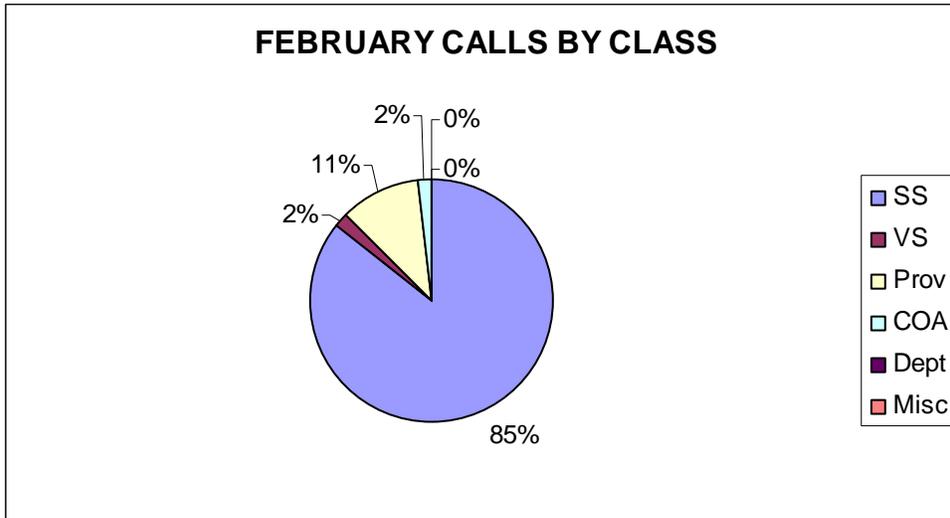
Seven Census assistance workshops were scheduled throughout the month, however only five were held. The workshops were held at the following locations: The Harbours Apartments in Douglas, Riversrun Apartments in Allegan, Love In the Name of Christ in both Hamilton and Pullman, and Lexington Square Apartments in Fennville. Riversrun and Lexington Square Apartments kept me very busy. Although some of the other locations were not as busy, there were numerous inquires regarding assistance for seniors.

Hospice of Michigan offered a great teleconference on Cancer and End of Life Care. Approximately 100 individuals attended and received a book. At least one time per month, I receive a call informing me that a loved one has been diagnosed with terminal cancer and are unsure of what to do next. It is a topic that is very difficult to discuss.

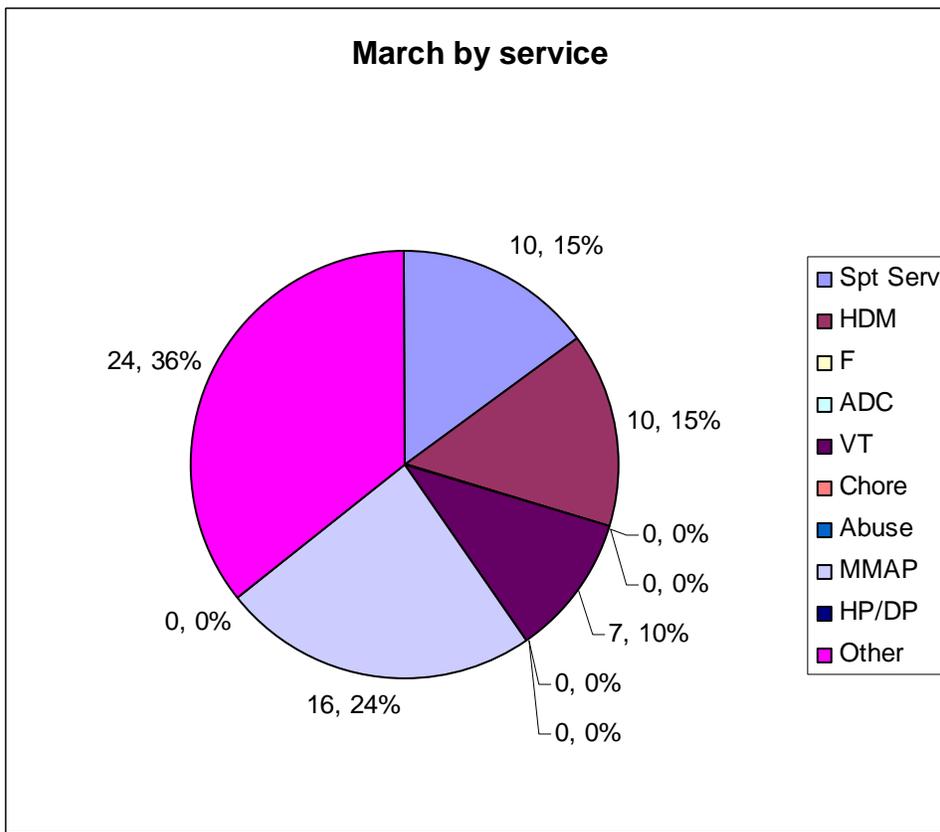
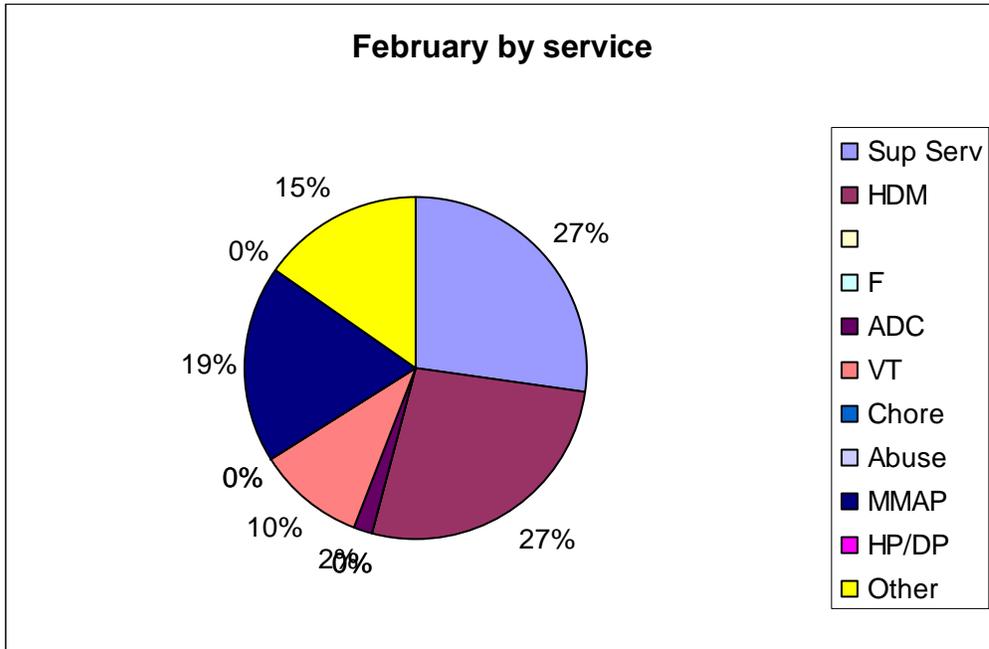
We currently have eighteen seniors on our wait list for in home supports (homemaking, personal care, and/or in home respite). We do not currently have a wait list for our adult day program or home delivered meals. Thirty nine requests for services were fulfilled throughout the month. Even though we do not currently have a transportation contract, ACRDC, has been able to accommodate some of the requests to be transported for medical care.

Lastly, I applied for a scholarship through the Institute for Financial Literacy. If accepted, in six months (or less), I will have the certification to assist our seniors with trouble areas such as consumer fraud, identity theft, financial elder abuse, money management, and even retirement planning. I will not receive a determination until May 1st.

I & R Log for February/March 2010



I & R Log for February/March 2010



COMMISSION ON AGING
ACTION ITEMS LOG
2010

ACTION ITEM	DATE PRESENTED TO COA	PASS/FAIL	DATE OF RFA TO BOC	DATE PRESENTED TO BOC	PASS/FAIL	STATUS
Recommend to the Boc that a discretionary fund be created in the amount of \$7,000 as a line item in the budget to assist seniors in emergent situations. Requests in the amount of \$300 or less would be at the discretion of the Director and either the Chair or Vice Chair. Requests in the amount of \$301 to \$1,000 would require a majority vote of the COA.	2/16/2010	PASS	2/17/2010	3/11/2010 - Executive Comm. BOC on 4/22/10		At the Attorney's office for final review
Move forward with the transportation restructuring by providing transportation as a direct service, hiring a transportation coordinator and utilize all forms of transportation available throughout the county.	2/16/2010	FAILED	N/A	N/A	N/A	
ELECT DON BLACK AS CHAIRPERSON	1/19/2010	PASS	N/A	N/A		COMPLETE
ELECT TERRY BURNS AS VICE CHAIR	1/19/2010	PASS	N/A	N/A		COMPLETE
Recommend to the BOC to move forward on the Mobility Manager Grant (and cash match) as part of the transportation program restructuring	1/19/2010	PASS	1/20/2010	1/29/2010	PASS	COMPLETE

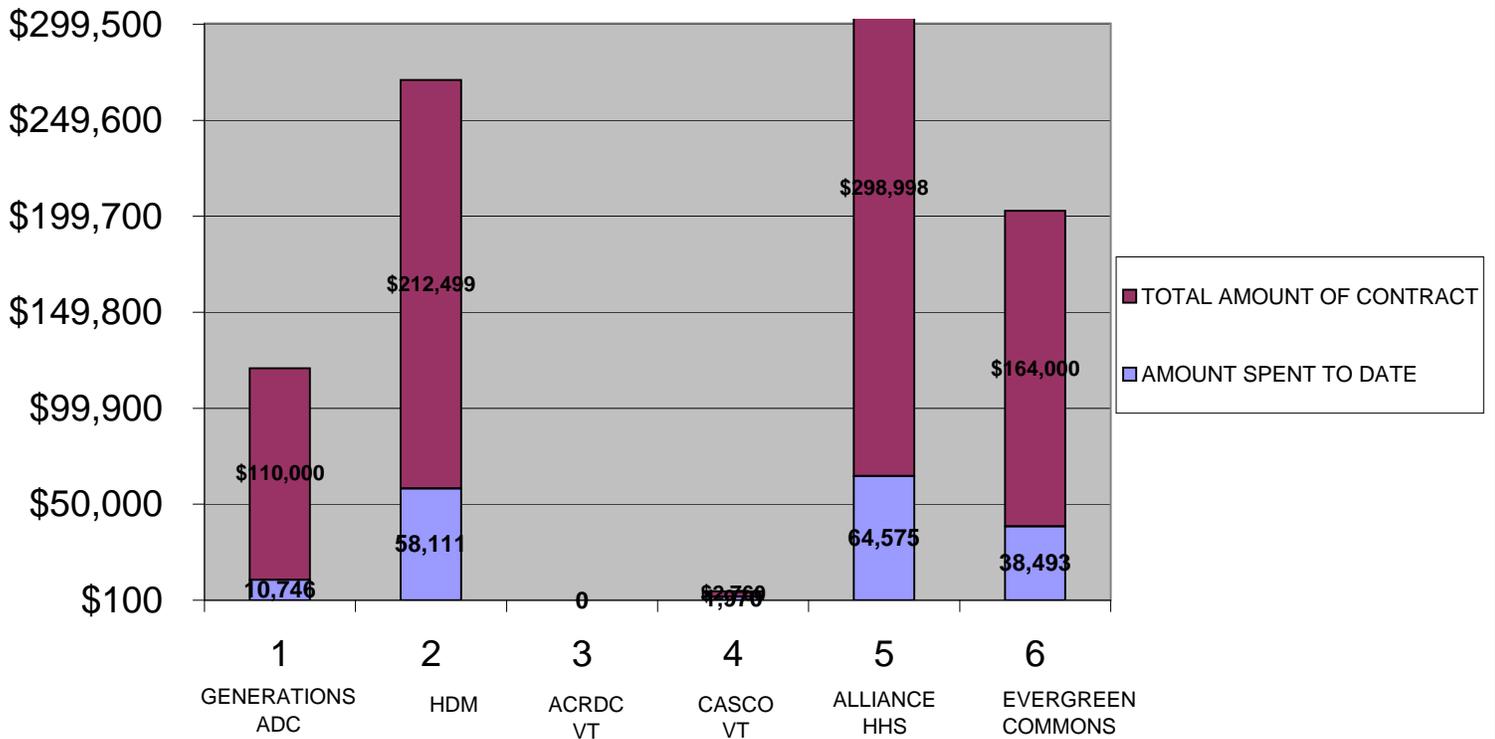
County of Allegan
 Department of Senior Services
 Monthly financial Review
 Information Through March 2010

Revenues	Adjusted Budget	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	Budget Variance
Fund Bal (Jan 1)	\$496,035														
Revenue Budget	\$1,036,635	\$0												-	1,036,635
Total Revenue	\$1,532,670	\$0												-	1,036,635
Exp															
Personnel	\$162,437	\$17,488	\$16,634	\$17,653										51,775	110,662
Other Admin	\$13,300	\$674	\$198	\$1,279										2,151	11,149
Outside Contract	\$860,898	\$61,719	\$54,789	\$62,313										178,821	682,077
Total Op Exp	\$1,036,635	\$79,880	\$71,622	\$81,245	-	-	-	-	-	-	-	-	-	232,747	803,888
End Fund Bal (12/31)	\$496,035	\$496,035	\$496,035	\$496,035											
Total Expense	\$1,532,670	\$1,452,790	\$1,381,168	\$1,299,923	1,299,923	465,493									

Allegan County Commission on Aging
 Monthly Financial Report
 Through March, 2010

	Number Served		Number of Units		Cost	
	Current	YTD	Current	YTD	Current	YTD
ACRDC-HDM	205	614	4,363	11,599	\$21,859	\$58,111
ACRDC-VT	0	0	0	0	0.00	\$0.00
CASCO-VT	10	27	60	148	736.10	\$1,970.02
ALLIANCE HHS	102	336	1,144	3,628	20,488.00	\$64,574.50
EVERGREEN COMMONS	105	316	816.75	2213.75	\$14,303.50	\$38,492.75
GENERATIONS ADC	12	24	726.5	1,575.25	\$4,926.92	\$10,745.69

2010 CONTRACTS REPORT



ALLEGAN COUNTY
DEPARTMENT UPDATE

DEPARTMENT: Senior Services

By: Sherry Torres, Director

PERIOD OF REPORTING: Quarterly

October 2009 through December 2009

LIST OF ONGOING PROJECTS:

1	Monitoring of contracts
2	Marketing/Public Relations
3	Goal setting with COA and supporting of goals
4	Outreach and Assessment Coordinator
5	Client Satisfaction Survey
6	Assessment and Mapping Project

DEPARTMENT BENCHMARKS/STATISTICS:

Project #	MEASUREMENT
1	In-home respite, homemaking and personal care were combined into one service named "In-Home Supports" to develop a program that incorporates a person centered approach.
1	2010 contracts were written and RFA's completed for in-home supports, home delivered meals, and adult day care services. Three month extensions to 2009 contracts were written for volunteer transportation
1	Provider assessments were completed
2	Marketing supplies were ordered and marketing kits created for COA board members and staff to use for outreach
2	Outreach programs for this quarter include: Golden Orchard's "Health-O-Ween, Presentation to the Plainwell Rotary Club and project helpful connect.
3	Created a new format for the planning session part of the COA board meetings. The board voted on and created three committees to work special projects for the upcoming year (in addition to millage renewal). These committees are: Senior Wellness, Events and Advocacy. These groups will begin to meet in February or March

3	The COA board will be travelling to outer regions of the county once each quarter. The events committee will arrange for press, local official attendance and other details.
4	Rebekah Walton is now an accredited MMAP Coordinator and has assisted more than 57 seniors with benefits counseling.
4	Rebekah and Sherry have developed a case coordination program that identifies 10 seniors with a high level need. Rebekah will case manage these clients to ensure a continuum of care that will enable them to remain independent at home. The overall goal is to move these clients out of this program within one year and replace them with other clients identified as having a high need.
5	The satisfaction survey was completed with a 35% return rate. The secretary has compiled the information. Rebekah Walton made contact with each senior who indicated a need or issue that could be resolved.
6	The RFP for the mapping and assessment software has been released and the IS department is reviewing the submissions to determine which best suits the departments needs.

OTHER ITEMS:

The DSS is currently working on a business plan to bring transportation services in-house as a direct service. The Director is working with Dan Wedge from ACT to write a Mobility Management Grant that would fund the cost of hiring a part time transportation coordinator.