

# Allegan County Commission On Aging



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<http://www.allegancountycoa.org>

*Chairperson: Don Black*  
*Vice Chairperson: Terry Burns*

## COMMISSION ON AGING MEETING – AGENDA

Tuesday, **July 20, 2010**– 1:30 p.m.

**Lee Township Hall - 877 – 56<sup>th</sup> Street, Pullman, MI**

### COMMISSIONERS

Don Black  
269-792-6446  
[dblack@allegancounty.org](mailto:dblack@allegancounty.org)  
(Shelbyville)

Terry Burns  
616-355-2525  
[tburns@allegancounty.org](mailto:tburns@allegancounty.org)  
(Saugatuck)

### SENIOR MEMBERS

Doris Hawkey  
269-672-5181  
(Martin)

Sarah Miller  
269-672-7778  
(Martin)

Eleanor Nielsen  
269-673-2728  
(Allegan)

George Waden  
269-857-3472  
(Douglas)

Naomi Whetzel  
269-793-0132  
(Hopkins)

### MEMBER AT LARGE

Sally Brooks  
269-683-0260  
[sbrooks@allegancounty.org](mailto:sbrooks@allegancounty.org)  
(Allegan)

Trinidad Perez  
269-236-6460  
(Pullman)

Patricia Pera  
269-543-3791  
(Fennville)

Paul Visscher  
269-857-4522  
(Saugatuck)

### CALL TO ORDER:

### CONFIRMATION OF QUORUM:

**APPROVAL OF MINUTES:** June 15, 2010 (*Attachment A*)

### PUBLIC PARTICIPATION:

### APPROVAL OF AGENDA:

### INTRODUCTIONS:

### PRESENTATION:

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

### DISCUSSION:

1. Chair Exercises as outlined by AAA (Possibility of training In-Home Supports Staff to introduce to clients)
2. Assessments
3. New Website
4. Millage Renewal-Eleanor Nielsen
5. Victory Party

### ACTION:

1. Casco Transportation Contract (*Not available at time of mailing*)
2. Change in date for August Meeting

### REPORTS / MISC:

1. Outreach Report – (*Attachment C*)
2. I & R Log – (*Attachment D*)
3. COA Action Items Log (*Attachment E*)
4. Financials (*Not available at time of mailing*)
5. Quality Surveys (*Attachment G*)

### 6. ROUND TABLE:

**ADJOURNMENT:** Tour of new township building (former Pullman Congregational Church)

**NEXT MEETING:** TBA

#### 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 MINUTES

Tuesday, June 15, 2010 – 1:30 p.m.  
Martin United Methodist Church  
969 E. Allegan Street, Martin, MI 49070

### COMMISSIONERS

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269-792-6446  
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**CALL TO ORDER:** Meeting called to order by Chairperson, **Don Black** at 1:35 p.m.

**MOTION TO SUSPEND RULES to allow our host to participate in our business discussion:** **Eleanor Nielsen** moved and **Doris Hawkey** seconded. **All voted yes – passed.**

### INTRODUCTIONS

**CONFIRMATION OF QUORUM:** Members present: Don Black, Terry Burns, Doris Hawkey, Sara Miller, Eleanor Nielsen, Paul Visscher and George Waden. 3 guests present

Absent: Sally Brooks, Patricia Pera, Trino Perez and Naomi Whetzel.

**APPROVAL OF MINUTES OF MAY 18, 2010:** **Sara Miller** moved and **Doris Hawkey** seconded. **All voted yes – passed.**

**PUBLIC PARTICIPATION:** Question asked about public receiving a copy of the minutes along with the agenda. Minutes and agendas are available on COA website.

**APPROVAL OF AGENDA:** **George Waden** moved and **Sara Miller** seconded. **All voted yes – passed.**

**DIRECTOR'S REPORT:** **Sherry Torres** presented her director's report which was included in the prepared packet. Sherry explained that we are putting the finishing touches on our Elder Abuse Event scheduled for June 23, 2010, entitled "Speak Up – Speak Out!".

### DISCUSSION:

1. Funding community service projects with the Cheever Group
2. Volunteer Programs
3. Committee Reports
  - Progress on Wellness Committees – Aging Well Series - Committees have not moved forward and **Sherry Torres** will email information on committees.
  - Advocacy/travel meetings – July meeting in Pullman
  - Events – June 23, Elder Abuse Awareness Event, **Rebekah Walton** accepted proclamation from Allegan County on Elder Abuse Awareness Day.
  - Millage Renewal presented by **Eleanor Nielsen** – working on signs for Millage Renewal, template for letters to the, Millage Renewal flyers to Perrigo, and brochures at local farmer's markets. Cost too high for newspaper inserts on Millage Renewal.

### 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"

4. Website update information

**ACTION:**

1. Generations unit rate change

Date:	June 15, 2010									
Subject:	Generations Adult Day Care Unit Rate Change									
Moved:	Eleanor Nielsen									
Second:	Doris Hawkey									
Motion:	Generations Adult Day Care unit rate change.									
Black	Brooks	Burns	Hawkey	Miller	Nielsen	Pera	Perez	Visscher	Waden	Whetzel
Y	Absent	Y	Y	Y	Y	Absent	Absent	Y	Y	Absent

2. Transportation contract

Date:	June 15, 2010									
Subject:	Approval of Volunteer Transportation Contract									
Moved:	Doris Hawkey									
Second:	Sara Miller									
Motion:	Approval of Volunteer Transportation Contract									
Black	Brooks	Burns	Hawkey	Miller	Nielsen	Pera	Perez	Visscher	Waden	Whetzel
Y	Absent	Y	Y	Y	Abstain	Absent	Absent	Y	Y	Absent

**REPORTS/MISC:**

1. Outreach Report
2. I & R Log
3. COA Action Items Log
4. Financials
5. Quality Surveys
6. Acronyms
7. Story by **Rebekah Walton**, Outreach and Assessment Coordinator

**ROUND TABLE**

**ADJOURMENT:**

Moved by **Doris Hawkey** and seconded by **George Waden** to adjourn. **All voted yes – motion passed.** Meeting adjourned by Chairperson **Don Black** at 3:05 p.m.

**NEXT MEETING:** July 20, 2010, 1:30 p.m. in Pullman

Respectfully Submitted: Tammy Chapin

## Director's Report

Greetings to you all!

I hope each of you had the opportunity to spend some quality time with friends and family over the 4<sup>th</sup> of July. We were blessed with some beautiful weather!

This has been a very hectic month for the department. There have been multiple meetings with regards to the 2011 budget. I have been asked to plan for a 4% reduction due to reduced property values. I know 4% probably doesn't sound too tough, but when you take into consideration that we are talking about just a little over \$40,000, it gets a little harder to comprehend.

Since February, we have been collecting the donations directly from both Alliance and Evergreen Commons. This averages around 700-800 per month. I have arranged for finance to allow us to use these funds to offset the reduction amounts in these two contracts, which will lower the total amounts to be reduced for the remainder of the providers. Additionally, I am looking at things like supplies, etc. very closely in an effort to cut where I can. We will do most of the year's ordering of marketing items and supplies with the end of this year's budget and I will reduce those line items drastically. My goal is to cut everything else to the bone before I start on services. I know these are small areas with small amounts, but the goal I keep in sight consistently is every \$5.01 I can save in administrative costs is a home delivered meal that can be preserved!

All this budget stuff is a mute point if the election goes poorly in 2 weeks! We are need of your help to make it a success. I know its summer and everyone is busy, but we bought 400 yard signs, and a great deal of them are still sitting in the basement at Alliance. I will be bringing each of you 10 signs with some extras to the meeting. Please start looking around and asking folks now if you can put a sign in their yard. That way, you can make your 10 (or more) stops on your way home. I will also bring some extra Vote Yes sheets. Please start asking the local businesses in your area if you can put them by the cash registers, or wherever else you can think of. Time is running out folks. One of the things we will be discussing during the meeting is the VICTORY PARTY. We need to have something on the 4<sup>th</sup> to celebrate.

I also wrote a spotlight article on the millage the services it provides for the Allegan County News. Keep a lookout for it in the upcoming editions. Also

keep an eye on the Penassee Globe, we had a request for information from their writing staff on an article that they will be doing.

Assessments began this past month. Alliance was our first provider and they passed (both locations) with flying colors. Evergreen Commons and ACRDC will be next. Presentations will begin next month.

On June 23rd, we had our first annual Speak Up – Speak Out Elder Abuse event. Around 43 people were in attendance, and it was very successful. My thanks to those of you that were able to attend. The staff did their usual terrific job and I was very pleased with the outcome. From that event, other requests for presentation have been received. We will be presenting the film in Douglas on July 15<sup>th</sup> at St. Peters church. My thanks to George Waden for making these arrangements.

That's all the news for now – remember, **you** are the bridge between the seniors in your community and the services we provide. We need your connections to your communities, your enthusiasm, your energy and your willingness to serve. In order to continue this work, we also need you to help get the word out to make sure this millage passes.

## Outreach and Assessment Coordinator Report- July 2010

Prepared by Rebekah Walton

June wasn't exactly quiet, but there isn't much to report. I've been receiving several MMAP referrals from DHS and the Social Security office in Holland. I assisted with a couple of doozies this month. I often wonder what some folks do when they don't have anyone to assist them with their Medicare/Medicaid difficulties.

Sherry and I are staying pretty busy with presentations out in the public. I've been presenting to senior groups within senior housing and Plainwell Senior Center.

Mid-month, I attended a presentation through the Dementia Consortium in Van Buren County. Dr. Green (Neurologist specializing in Dementia) did a fantastic job of breaking down the many types of dementia. Thankfully we (the attendees) were provided with a detailed copy of the presentation. There was a lot of information.

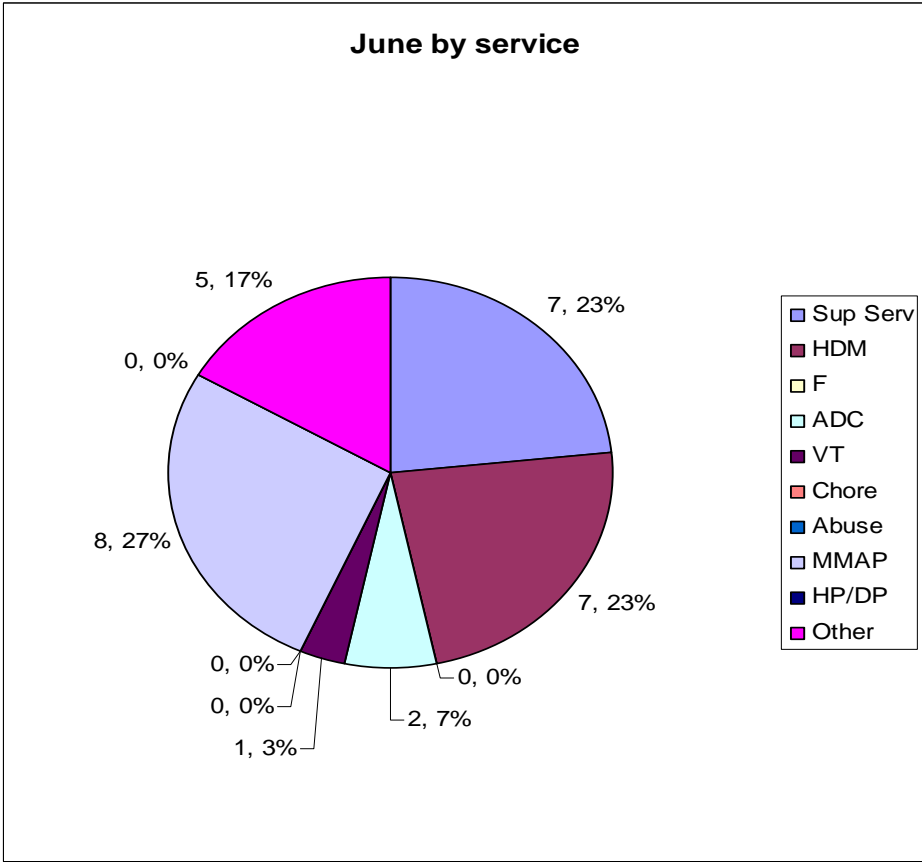
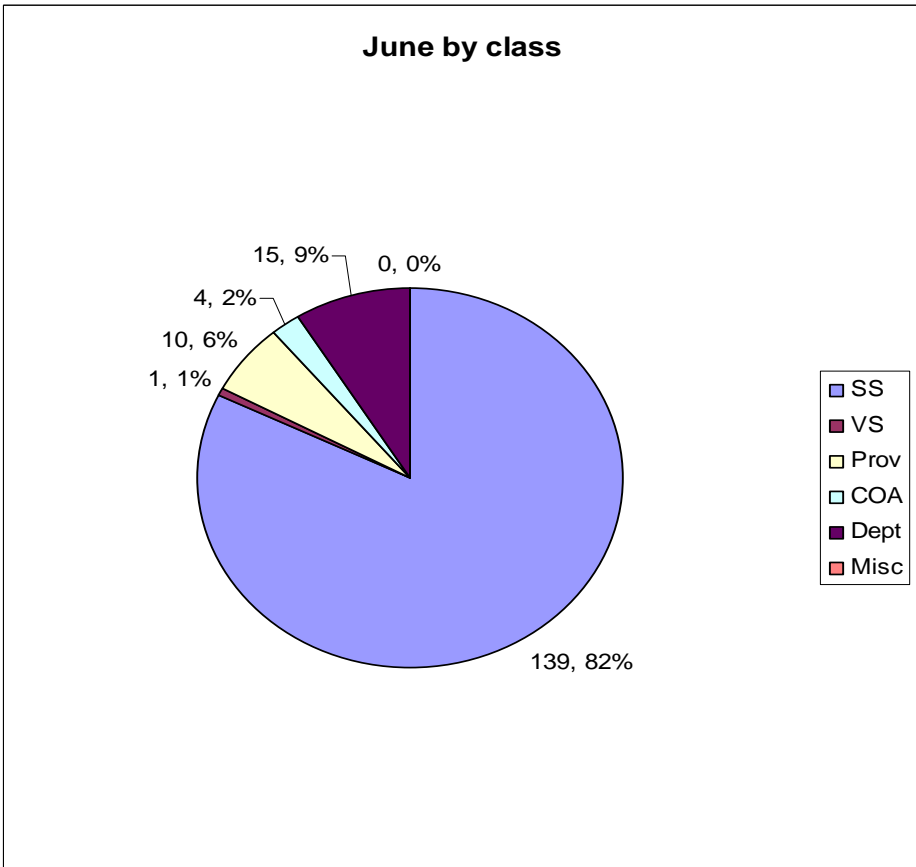
Lastly, last month I mentioned a Fraud and Scam training I attended in late May. Recently this training came in quite handy. A couple of weeks ago, we were informed that a home health agency out of Kalamazoo has been contacting many of our Allegan County seniors requesting personal information (legal name, social security number, and Medicare number) in exchange for "free" in home help. Part of the problem, is number one, this is considered Medicare fraud, and two, the name of the company is very similar to one of our in home support service providers.

Should you come across a senior in your visits that has had dealings with this agency, it is very important that it be reported. If you learn that a senior has provided the information as stated above, it not only needs to be reported, but the senior must watch their Medicare Summary Notices for any charges that did not occur.

Last but not least are a few updates. Our in home support wait list is down to 43, home delivered meals has a short wait list of approximately two weeks (possibly shorter). Volunteer transportation countywide is under way and making many seniors happy. Adult day care added some new seniors over the last month and is running to par. There are approximately one or two spaces available.

Since we've been so busy, I hope that's an indicator that Aug. 3<sup>rd</sup> will go with flying colors.

# I & R Log June 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
Change in unit rate for Generations Adult Day Care transportation. No increase in overall funding	6/15/2010	Pass	6/17/2010			At Executive Committee
Approval of Volunteer Transportation contract for recommendation to BOC	6/15/2010	PASS	6/16/2010	7/8/2010	Pass	COMPLETE
Approval of Proclamation to BOC for Elder Abuse Awareness Month	5/18/2010	PASS	5/19/2010	6/10/2010	Pass	COMPLETE
Recommend to the BOC that the ballot language for the senior millage be approved	4/20/2010	PASS	4/21/2001	4/25/2010	PASS	COMPLETE
Recommend the Contract Addendum for Alliance be approved by the BOC for additional funding	4/20/2010	PASS	4/21/2010	7/11/2010	Pass	COMPLETE
Recommend BOC approve contract extension for Casco	4/20/2010	PASS	4/21/2010	5/6/2010	PASS	COMPLETE
Approve provider presentations be reduced to one time annually	4/20/2010	PASS	N/A	N/A	N/A	COMPLETE
Recommend to the BOC that May 2010 be proclaimed Older American's Month in Allegan County	4/20/2010	PASS	4/21/2010	5/6/2010	PASS	COMPLETE



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
<p>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.</p>	2/16/2010	PASS	2/17/2010	3/11/2010 - Executive Comm. BOC on 4/22/10	PASS	COMPLETE
<p>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.</p>	2/16/2010	FAILED	N/A	N/A	N/A	
<p>ELECT DON BLACK AS CHAIRPERSON</p>	1/19/2010	PASS	N/A	N/A		COMPLETE
<p>ELECT TERRY BURNS AS VICE CHAIR</p>	1/19/2010	PASS	N/A	N/A		COMPLETE
<p>Recommend to the BOC to move forward on the Mobility Manager Grant (and cash match) as part of the transportation program restructuring</p>	1/19/2010	PASS	1/20/2010	1/29/2010	PASS	COMPLETE

Quality Survey Results  
In Home Support Services

July 2010	Comments
<b>When asked if the office staff are courteous and helpful?</b>	
67% positive	
33% neutral	Has not called the office
<b>When asked if their worker arrived on time?</b>	
100% positive	
<b>When asked if the services are performed according to their preferences?</b>	
100% positive	
<b>When asked if they were comfortable with the worker in their home?</b>	
100% positive	
<b>When asked if their worker obtained a signature each time?</b>	
100% positive	
<b>When asked if they would recommend our services to a friend?</b>	
100% positive	
<b>When asked if they are aware of the other programs offered through the Senior Millage?</b>	
100% positive	
<b>Additional Comments</b>	
1. Very satisfied with Marilyn, she does everything that is needed!	
2. Could use more time, facing back surgery and currently receives 2 hours, 2 days a week.	
3. Needs a wheelchair ramp, called Love Inc and kept getting a recorded message.	

Action