

Allegan County Commission On Aging



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Chairperson: Don Black
Vice Chairperson: Terry Burns

Commission on Aging
Strategic Planning Session & Annual Meeting - Minutes
Monday, January 24, 2011
Spartan Room – Human Services Building

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)

Sara Miller
269-672-7778
(Martin)

Eleanor Nielsen
269-673-2728
(Allegan)

George Waden
269-857-3472
(Douglas)

MEMBER AT LARGE

Sally Brooks
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(Allegan)

Patricia Pera
269-543-3791
(Fennville)

Nancy Schmitt
269-694-9305
(Otsego)

Paul Visscher
269-857-4522
(Saugatuck)

Strategic Planning Session 8:30 am – 2:30 pm

SWOT Analysis:

Strengths:

- Service provision
 1. Providers
 2. Partnerships
 3. Strategy & evaluations
- Cohesive membership
- Commitment
- Staff
- Understand purpose

Weaknesses:

- Planning for the Boomers
- Lack of understanding/awareness with general public
- Prevention programs
- Board memberships

Opportunities:

- Allegan County Elder Abuse Prevention Coalition
- Grant writing
- Allegan County Medical Care Community – Home Delivered Meals
- Inter-agency collaborations

Threats:

- Loss of Senior Millage
- Lose focus on purpose and strategy
- Loss of providers, change of providers, loss of synergy-rapport
- Loss of Board cohesiveness

Services:

- Request for Proposal (RFP) process
 1. Should there be 3 year contracts
 2. Ask providers for pros/cons
- Loan closet
- Transportation efficiencies
- Move Medicaid Waiver eligible clients to top of list

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”

- Board education on guardianships - February meeting
- \$5,000 for lifelines and hearing aids
- \$5,000 for caregiver training/support, partner needy clients to CNA's
- Cost sharing, what other counties are doing – March/April meeting

Projects/Focus Areas for 2011:

- Cost to relocate
- Create Senior Directory

Fund Balance:

- Wait list – agenda item for February 15, 2011 meeting
- Visit other Commission on Aging locations
- \$5,000 for Lifelines
- \$5,000 for caregiver training/support
- Project Fresh
- Look at 2 years of payments to service providers to determine trends
- Look at core services & percentage of funds for each
- David Vanderovaart - March meeting

Annual Meeting

Call to Order: Annual Meeting called to order by Chairperson, Don Black at 2:30 p.m.

Confirmation of quorum

Motion to approve meeting minutes of December 14, 2010:

Eleanor Nielsen moved and Paul Visscher seconded. All voted yes – motion carried.

Introductions

Members present: Don Black, Sally Brooks, Terry Burns, Sara Miller, Eleanor Nielsen, Nancy Schmitt, Paul Visscher and George Waden

Members absent: Doris Hawkey and Pat Pera

Guests present: Mark DeYoung, Candy Boylan, Lauraann Fisher, Valerie Holmes, Jennifer Lemkuil, Vicki Loll, Kim Turcott, Jo VerBeek and Dan Wedge

Discussion:

By-Laws revision, moved to action

Action:

1. Certificates of Recognition for exceptional service to seniors of Allegan County awarded to:
 - Kim Allen – ACRDC Home Delivered Meals driver
 - Jan Baar – ACRDC Home Delivered Meals driver
 - Kevin Baar – ACRDC Home Delivered Meals driver

- Allegan County Medical Care Community – Generations Adult Day Care
- Allegan County Resource Development Committee
- Alliance Home Health Care Services
- Casco Senior Care Program
- Evergreen Commons

2. Election of officers

Motion made for Chairperson nominations - Don Black nominated by Terry Burns and seconded by Sara Miller. Motion made to close nominations, moved by Terry Burns and seconded by Sara Miller. All voted yes – motion carried.

Motion made for Vice Chairperson nominations, Terry Burns nominated by Sara Miller and seconded by George Waden. Motion made to close nominations, moved by Sara Miller and seconded by Nancy Schmitt. All voted yes – motion carried.

3. Recommend By-Laws revision to BOC

Date:	1-24-11									
Subject:	Recommend Approval of By-Laws to BOC									
Moved:	George Waden									
Second:	Eleanor Nielsen									
Motion:	Motion Passed.									
Don Black	Sally Brooks	Terry Burns	Doris Hawkey	Sara Miller	Eleanor Nielsen	Pat Pera	Nancy Schmitt	Paul Visscher	George Waden	
Y	Y	Y	Absent	Y	Y	Absent	Y	Y	Y	

4. Approval of 2011 meeting calendar:

Moved by Nancy Schmitt and seconded by George Waden. All voted yes - motion carried.

5. Membership update – agenda item for February 15, 2011 meeting

6. COA board member, Doris Hawkey, resigned on January 21, 2011 and was awarded a Certificate of Recognition for her service to the COA and contribution to the citizens of Allegan County

Adjournment:

Eleanor Nielsen moved and Paul Visscher seconded. All voted yes – motion carried. Meeting adjourned by Chairperson, Don Black at 3:15 pm

Next Meeting:

February 15, 2011, 1:30 pm in the Spartan Room

Minutes respectfully submitted by Tammy Chapin, Secretary for Allegan County Department of Senior Services.