

Allegan County Commission On Aging



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Chairperson: Don Black
Vice Chairperson: Terry Burns

COMMISSION ON AGING **MEETING MINUTES**

February 15, 2011

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

COMMISSIONERS

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

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

SENIOR MEMBERS

Sara Miller
269-672-7778
(Martin)

Eleanor Nielsen
269-673-2728
(Allegan)

George Waden
269-857-3472
(Douglas)

2 Vacant Seats

MEMBERS AT LARGE

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

Patricia Pera
269-543-3791
(Fennville)

Nancy Schmitt
269-694-9305
(Otsego)

Paul Visscher
269-857-4522
(Saugatuck)

CALL TO ORDER: Meeting called to order by Chairperson, **Don Black** at 1:30 p.m.

CONFIRMATION OF QUORUM AND INTRODUCTIONS

MOTION TO APPROVE MEETING MINUTES OF JANUARY 24, 2011:
Eleanor Nielsen moved and **George Waden** seconded. **All voted yes – motion carried.**

INTRODUCTIONS:

Members present: Don Black, Terry Burns, Sara Miller, Eleanor Nielsen, Pat Pera, Nancy Schmitt and George Waden

Members absent: Sally Brooks and Paul Visscher

Guests present: Candy Boylan, Valerie Holmes and Janet Van Dyk

DISCUSSION:

1. Janet Van Dyk, Allegan County Resource Development Committee, requested additional funding for the Home Delivered Meals program and Volunteer Transportation program.
2. The wait list for in home support services was at 59 last month and is now at 1.
3. There are 2 open COA board member seats.
4. Changes to the provider invoices for 2011, which was provided in the board packet. Currently donations are handled 3 different ways and Sherry Torres is working on a plan to handle all donations in the same manner.
5. Commission on Aging members signed the Letter of Support for Allegan County Transportation's 5 year plan.

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"

ACTION:

1. Recommend Board of Commissioners replenish Specialized Services grant to Allegan County Transportation:

Date:	February 15, 2011									
Subject:	Recommend Board of Commissioners grant \$25,000 from 2010 surplus to supplement Specialized Services grant to Allegan County Transportation to provide transportation to seniors.									
Moved:	Eleanor Nielsen									
Second:	Nancy Schmitt									
Motion:	Motion Carried.									
Don Black	Sally Brooks	Terry Burns		Sara Miller	Eleanor Nielsen	Pat Pera	Nancy Schmitt	Paul Visscher	George Waden	
Y	Absent	Y		Y	Y	Y	Y	Absent	Y	

2. Recommend Board of Commissioners allocate funds to clear Home Delivered Meals wait list:

Date:	February 15, 2011									
Subject:	Recommend Board of Commissioners grant \$33,000 from 2010 surplus to serve clients on the wait list for home delivered meals, through the remainder of 2011.									
Moved:	Terry Burns									
Second:	Patricia Pera									
Motion:	Motion Carried.									
Don Black	Sally Brooks	Terry Burns		Sara Miller	Eleanor Nielsen	Pat Pera	Nancy Schmitt	Paul Visscher	George Waden	
Y	Absent	Y		Y	Abstain	Y	Y	Absent	Y	

3. Motion to formally remove Naomi Whetzel from COA board:

Date:	February 15, 2011									
Subject:	Motion to formally remove Naomi Whetzel from Commission on Aging board.									
Moved:	George Waden									
Second:	Sara Miller									
Motion:	Motion carried.									
Don Black	Sally Brooks	Terry Burns		Sara Miller	Eleanor Nielsen	Pat Pera	Nancy Schmitt	Paul Visscher	George Waden	
Y	Absent	Y		Y	Y	Y	Y	Absent	Y	

4. Motion to accept Doris Hawkey's resignation from COA board:

Date:	February 15, 2011									
Subject:	Motion to accept Doris Hawkey's resignation from Commission on Aging board.									
Moved:	Eleanor Nielsen									
Second:	George Waden									
Motion:	Motion carried.									
Don Black	Sally Brooks	Terry Burns		Sara Miller	Eleanor Nielsen	Pat Pera	Nancy Schmitt	Paul Visscher	George Waden	

Y	Absent	Y		Y	Y	Y	Y	Absent	Y	
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5. Motion to recommend Board of Commissioners elect two new members to COA board:
 Moved by **Pat Pera** and seconded by **Terry Burns**.
All voted yes – motion carried.

6. Motion to place Medicaid Waiver clients to the top of the wait list:
 Moved by **Eleanor Nielsen** and seconded by **Nancy Schmitt**.
All voted yes – motion carried.

7. Motion to support and sign the letter of intent for ACT 5 year plan:
 Moved by **George Waden** and seconded by **Eleanor Nielsen**.
All voted yes – motion carried.

DIRECTOR’S REPORT: **Sherry Torres** presented her director’s report which was included in the prepared packet. **Sherry Torres** also covered the SWOT analysis from the January 2011 strategic planning session, which was also included in the board packet.

REPORTS/MISC:

1. Outreach & Assessment Report presented by **Rebekah Walton**
2. I & R Log
3. COA Action Items Log
4. Financials 2010 final
5. Quality Survey Results
6. Website performance results
7. Complete SWOT analysis

ROUND TABLE

Agenda Items for future meetings:

- New plan for handling donations – May 2011 agenda
- Commission on Aging website, member information
- Fund balance recommendations, percentage/trend review – David Vanderovaart – March 2011 meeting

ADJOURNMENT:

Moved by **Terry Burns** and seconded by **Nancy Schmitt**.
All voted yes – motion passed. Meeting adjourned by Chairperson, **Don Black** at 3:50 p.m.

NEXT MEETING: March 15, 2011, 1:30 pm – Spartan Room

Minutes respectfully submitted by Tammy Chapin.