

# Allegan County Commission On Aging



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

## COMMISSION ON AGING **MEETING MINUTES – April 19, 2011**

### 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

**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](mailto: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 MARCH 15, 2011:**  
**George Waden** moved and **Eleanor Nielsen** seconded. **All voted yes – motion carried.**

### INTRODUCTIONS:

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

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

### PRESENTATIONS:

Jackie O'Connor from AAAWM presented information on the Kent County Senior Millage Cost Sharing Policy.

### ACTION:

1. Motion made to have two Cost Sharing Models on agenda for May meeting:  
**Eleanor Nielsen** moved and **Paul Visscher** seconded. **All voted yes – motion carried.**
2. Reviewed the Transportation Program overview and recommended \$20,000 be granted to ACRDC from the fund balance to remove the wait list in transportation.

Date:	4/19/11
Subject:	Recommend to the Board of Commissioners that \$20,000 be granted to ACRDC, from the Fund Balance, to remove the wait list in transportation.
Moved:	Sally Brooks
Second:	George Waden

### 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"

Motion:	Motion carried									
Don Black	Sally Brooks	Terry Burns		Sara Miller	Eleanor Nielsen	Pat Pera	Nancy Schmitt	Paul Visscher	George Waden	
Y	Y	Y		Absent	Abstain	Absent	Y	Y	Y	

3. Revisit Project Fresh and rescind motion made on March 15, 2011 and make a new motion with changes.

Date:	4/19/2011									
Subject:	Rescind motion made of March 15, 2011 for Project Fresh.									
Moved:	Sally Brooks									
Second:	Terry Burns									
Motion:	Motion Carried									
Don Black	Sally Brooks	Terry Burns		Sara Miller	Eleanor Nielsen	Pat Pera	Nancy Schmitt	Paul Visscher	George Waden	
Y	Y	Y		Absent	Y	Absent	Y	Y	Y	

Date:	4/19/11									
Subject:	Recommend to the BOC that the fund balance in the amount of \$6,240 be used to fund 500 coupon books for Project Fresh.									
Moved:	Terry Burns									
Second:	Paul Visscher									
Motion:	Motion Carried									
Don Black	Sally Brooks	Terry Burns		Sara Miller	Eleanor Nielsen	Pat Pera	Nancy Schmitt	Paul Visscher	George Waden	
Y	Y	Y		Absent	Y	Absent	Y	Y	Y	

4. Resolution to have the Board of Commissioners declare May 2011 Older American's month in the County of Allegan:  
**Eleanor Nielsen** moved and **George Waden** seconded. **All voted yes – motion carried.**

**DISCUSSION:**

1. Send Delegation to Older Michiganian's Day in Lansing – COA members asked to contact Sherry Torres within the next week if they would like to attend.
2. Survey a group of clients on cost sharing policy.
3. Distribution of service dollars (10% increase) – Moved to May agenda.
4. Donations Policy – Moved to May agenda.
5. Planned Giving (Endowment Fund) – Moved to May agenda.
6. Policy and Procedure Manual – COA members asked to review and bring any suggestions or questions to next meeting, will take action in June and send out Notice to Bid in July.
7. RFP Sub-Committee – Sherry Torres explained the RFP process Sub-Committee will be appointed next month.

**Motion to move the RFP Sub-Committee to action in May:**  
**Terry Burns** moved and **Eleanor Nielsen** seconded. **All voted yes - motion carried.**

**REPORTS:**

1. Outreach & Assessment Report
2. I & R Log
3. COA Action Items Log
4. Financials
5. Quality Survey Results
6. Minutes from Elder Abuse Coalition meeting

**ROUND TABLE**

**ADJOURNMENT:**

Moved by **George Waden** and seconded by **Paul Visscher**. **All voted yes – motion passed.** Meeting adjourned by Chairperson, **Don Black** at 4:25 p.m.

**NEXT MEETING: May 17, 2011 – 1:30 pm at Grand Ravine Senior Housing, located at 725 Grand Street, Allegan**

Minutes respectfully submitted by Tammy Chapin.