

Allegan County Commission On Aging



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Chairperson: Don Black
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COMMISSION ON AGING SPECIAL MEETING -Agenda

Spartan Room – Human Services Building

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CALL TO ORDER:

CONFIRMATION OF QUORUM:

PUBLIC COMMENT:

DISCUSSION: (See Director's Report – Attachment A)

1. Discuss recommendations from RFP Review Committee.
2. Discuss whether we should continue with 2 providers or change to one.

ACTION:

1. Recommend the BOC approve the selected provider(s) for In-Home supports.
2. Recommend the BOC approve Evergreen Commons for Caregiver Education and Support Contract.

ADJOURNMENT:

NEXT REGULARLY SCHEDULED MEETING: Tuesday, September 27, 2011, 1:30 pm
Location: SPARTAN ROOM

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"

Director's Report

Greetings,

First of all, let me apologize for the necessity of having a special meeting. I know that you all have very busy lives, and I try to always be very respectful of your time; but occasionally, there is business that needs to be conducted outside of our regular time together; especially since we will not be meeting until the 4th Tuesday in September; due to Don and Terry's attendance at the MAC Conference.

The RFP process is fully underway, and we are working hard to process them all in a timely fashion. We have had some minor setbacks, as this is the first time through the County process for both Kristen Wendt and me. That being said, it is imperative that we have the first set ready for the BOC's approval ***prior to our next meeting.***

The RFP for In-Home Supports resulted in five proposals; three of which were strong enough that we decided to ask them to provide a presentation. In the end, the committee decided that the two best candidates were our current providers; Alliance Home Health Services, and Evergreen Commons.

During our discussion, there was mention that typically the County only has one provider for each service it contracts for. It was felt that the COA should discuss the feasibility of selecting only one contractor for each service. Of the six services we will be contracting for (In-Home Supports, Home Delivered Meals, Adult Day Care, Volunteer Transportation, Personal Emergency Response Systems, and Caregiver Education and Support), two have multiple providers (In-Home Supports and Volunteer Transportation).

There are two sides to most issues, and this is no different. I spent some time coming up with some points to consider as you process this information. Here they are:

- Having two providers allows our clients to have a choice in who provides the care for In-Home Supports; however with a small change to the intake process, this could be accomplished by allowing the client to choose from multiple aides after reading through a profile of each of their likes, hobbies, etc.
- Having only one provider would mean that our staff as well as the finance staff would only have one invoice to review and process each month as well as one check to print. This creates some efficiencies which saves the County time and money.
- Having only one provider means that clients would have to switch aides which could be potentially upsetting for both the client and aide.
- Having only one provider would mean one less assessment to do annually, which would free up some administrative time for our staff.

- Having only one provider could potentially result in loss (or at a minimum reduction of income for the aides of the agency not chosen, and if they decide to go with the agency selected, they could face some non-compete issues.
- Having only one provider would free up BOC time in reviewing an extra contract.

I am also attaching a copy of Rebekah's e-mail response regarding this issue. I felt it was a good idea to get her input as well, since she works more closely with the providers.

Regardless of whether you decide to go with one provider or two; in order for us to keep to our timeline, we need to make this recommendation next week at the latest, so it can go before the BOC in a timely manner. Therefore, ***it is imperative that we have a quorum*** for this special meeting.

We will call our 2 members that don't receive the COA information via e-mail on Wednesday to make sure your packets arrived in the mail. I urge you to spend some time absorbing this information and come (or call in) prepared to discuss this issue. If you have questions or points that I have not listed, as always, just give me a call and we can talk it over.

Essentially, there are three choices:

1. Leave things as they are now – 2 providers both handling the same client load they currently do.
2. Award Alliance the contract.
3. Award Evergreen Commons the contract.

Our special meeting is scheduled for: ***Thursday, September 1, 2011, at 2:00 pm***. We will meet in the ***NEDERVELD ROOM, at the ADMINISTRATION BUILDING***, which is where the Board of Commissioners meet.

If you are unable to attend in person, just give us a call, and we can conference you in (up to 3). If at all possible though, please try to join us.

Depending on the length of the discussion time, this should be a relatively quick meeting. As always, thanks for all you do to support the seniors of Allegan County!

I look forward to seeing you!

Sherry