

Allegan County Commission On Aging



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Chairperson: Don Black
Vice Chairperson: Terry Burns

COMMISSION ON AGING

Meeting Minutes

October 26, 2011 – 2 pm.

The Harbours, Douglas

COMMISSIONERS

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

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

SENIOR MEMBERS

Toni Carroll
269-637-0410
(Casco Twp)

Sara Miller
269-672-7778
(Martin)

Eleanor Nielsen
269-673-2728
(Allegan)

Stuart Peet
269-672-9520
(Shelbyville)

George Waden
269-857-3472
(Douglas)

MEMBERS AT LARGE

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

Patricia Pera
269-543-3791
(Fennville)

Paul Visscher
269-857-4522
(Saugatuck)

1 Vacant Seat

CALL TO ORDER: Meeting called to order by Chairperson, **Don Black** at 2:01 pm

CONFIRMATION OF QUORUM AND INTRODUCTIONS:

Members present: Don Black, Sally Brooks, Toni Carroll, Sara Miller, Eleanor Nielsen, Stuart Peet, Patricia Pera, Paul Visscher and George Waden

Guests present: Residents of the Harbours Senior Living

MOTION TO SUSPEND RULES TO ALLOW PUBLIC PARTICIPATION THROUGHOUT THE MEETING: Pat Pera moved and Eleanor Nielsen seconded. **All voted yes – motion carried.**

MOTION TO APPROVE MEETING MINUTES OF September 27, 2011: George Waden moved and Paul Visscher seconded. **All voted yes – motion carried.**

BOARD EDUCATION:

- Jennifer Lemkuill from Alliance Home Health presented on her program and passed out a test regarding her agency, millage services as well as some historical trivia. The guests and board members enjoyed this activity and learned a lot as well.

ACTION ITEMS:

Chairman Don Black asked that the agenda be amended to include Action Item #4: Approve the request that an additional RFP be released for Volunteer Transportation specific to Lee, Casco, and Ganges Townships (See Director's Report, attachment C). Moved by George Waden, seconded by Pat Pera. All voted yes – motion passed.

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"

1. Approve RFP Committee recommendation for Adult Day Care

Date:	10/26/2011								
Motion:	Recommend Generations ADC be awarded the ADC contract for 2012-2014 Motion Carried.								
Moved:	Eleanor Nielsen								
Second:	Sara Miller								
Don Black	Sally Brooks	Terry Burns	Toni Carroll	Sara Miller	Eleanor Nielsen	Stuart Peet	Patricia Pera	Paul Visscher	George Waden
Y	Y		Abstain	Y	Y	Y	Y	Y	Y

2. Approve RFP Committee recommendation for Home Delivered Meals

Date:	10/26/2011								
Motion:	Recommend ACRDC be awarded the HDM contract for 2012-2014 Motion Carried.								
Moved:	Toni Carroll								
Second:	Sally Brooks								
Don Black	Sally Brooks	Terry Burns	Toni Carroll	Sara Miller	Eleanor Nielsen	Stuart Peet	Patricia Pera	Paul Visscher	George Waden
Y	Y		Y	Y	Abstain	Y	Y	Y	Y

3. Approve RFP Committee recommendation to grant ACRDC the Volunteer Driver contract for Volunteer Transportation with the exception of Lee, Casco and Ganges Townships

Date:	10/26/2011								
Motion:	Recommend ACRDC be awarded the VT contract for 2012-2014 with the exception of Lee, Casco and Ganges Townships Motion Carried.								
Moved:	Toni Carroll								
Second:	George Waden								
Don Black	Sally Brooks	Terry Burns	Toni Carroll	Sara Miller	Eleanor Nielsen	Stuart Peet	Patricia Pera	Paul Visscher	George Waden
Y	Y		Y	Y	Abstain	Y	Y	Y	Y

4. Request an additional RFP be released for Volunteer Transportation specific to Lee, Casco, and Ganges Townships

Date:	10/26/2011								
Motion:	Move to re-open the RFP process for Volunteer Transportation for Lee, Casco and Ganges Townships Motion Carried.								
Moved:	Toni Carroll								
Second:	Stuart Peet								
Don Black	Sally Brooks	Terry Burns	Toni Carroll	Sara Miller	Eleanor Nielsen	Stuart Peet	Patricia Pera	Paul Visscher	George Waden
Y	Y		Y	Y	Y	Y	Y	Y	Y

DISCUSSION:

1. Cost share

Discussion continued regarding the cost share and how to collect the necessary data to determine how many of our current clients would have sufficient income to be considered for cost share. The following items were recommended as a course of action to develop the necessary data:

- Sherry Torres will make this item part of the discussion at the upcoming Provider meeting on 10/27.
- A short survey be developed for our current clients to determine their willingness to consider cost share
- Basic financial information on all new clients going forward should be captured.

DIRECTOR'S REPORT: Sherry Torres presented her director's report and discussed the training in Atlantic City and the recent Leadership Team's retreat at Haworth.

REPORTS INCLUDED IN PREPARED PACKET:

1. Outreach & Assessment Report
2. I & R Log
3. COA Action Items Log
4. Financials
5. Quality Survey Results

ROUND TABLE

ADJOURNMENT:

Moved by **Eleanor Nielsen** and seconded by **Stuart Peet**. **All voted yes – motion passed.** Meeting adjourned by Chairperson, **Don Black** at 4:05 p.m.

NEXT MEETING: November 15, 2011 – 1:30 p.m. at the Spartan Room located in the Human Services Building.