

ELDERBRIDGE BOARD OF DIRECTORS

Meeting Minutes

Elderbridge Agency on Aging

308 Central Avenue

Fort Dodge, Iowa

July 12, 2016, 10:00 a.m.

0.0 Call to Order

The meeting was called to order by President Steven Ehrhardt at 10:05 a.m.

0.1 Introduction of Board members, staff and visitors.

President Ehrhardt called for introductions of visitors and staff. Staff members: Shelly Sindt and Donell Doering, Co-Executive Directors, Sherri Boedeker, Finance Director, and Amy Simpson, Administrative Assistant were present. Beth Will, Liaison to the Board was present via telephone.

0.2 Roll Call

Mary Jeann Batham	P	Mike Otto	Ex
Margie Brones	Ex	Roy Schoon	P
Jim Burns	P	Gary Schriver	Ex
Steven Ehrhardt	P	Jan Sowers	P
Paula Harms	Ex	Wilma Straus	P
Mabel Mantel	Ph	Vacant	

0.3 Items added to the Board Agenda by Board Members and Agency Staff

No new items were added to the agenda.

0.4 Adopt Agenda

President Ehrhardt called for a motion to adopt the July 12, 2016, Board Agenda. It was moved by Jim Burns and seconded by Roy Schoon that the agenda be adopted. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

1.0 Board Affairs

1.1 Approval of June 14, 2016, Board Meeting Minutes

President Ehrhardt called for approval of the June 14, 2016, Board Meeting minutes. Mabel Mantel stated that her name was not included in Section 2.3.1 under the Governance Committee Report. The correction to the minutes will be made to include Mabel Mantel's name with regard to serving her second term on the Board of Directors. It was moved by Wilma Straus and seconded by Mary Jeann Batham that the June 14, 2016, Board Meeting Minutes be approved as written with the correction. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

1.2 Election of Officers – President, Vice President, Secretary Treasurer

After a brief discussion of the members, it was moved by Jim Burns and seconded by Wilma Straus that Steve Ehrhardt be elected as President, Paula Harms, Vice President, Jan Sowers, Secretary, and Mary Jeann Batham as Treasurer. On roll call the vote is as follows:

Aye: all (the motion is declared carried.)

1.3 Election of Committee Members

1.3.1 Governance Committee Members

A minimum of three members will be elected to the Governance Committee. Current members of the Governance Committee are Jim Burns, Paula Harms and Margie Brones. It was moved by Jan Sowers and seconded by Mary Jeann Batham that the current members of the Governance Committee remain the same for fiscal year 2016-2017. On roll the call the vote was as follows:

Aye: all (the motion was declared carried)

1.3.2 Fundraising Committee

A minimum of four members will be elected to the Fundraising Committee. It was moved by Mary Jeann Batham and seconded by Jim Burns that Gary Schriver, Roy Schoon, Paula Harms, Wilma Straus and Joene Bohlmann serve on the Fundraising Committee in fiscal year 2016-2017. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

1.3.3 Finance Committee

A minimum of three members will be elected to the Finance Committee. It was moved by Roy Schoon and seconded by Jim Burns that Mary Jeann Batham, Mabel Mantel, Mike Otto and Wilma Straus serve on the Finance Committee in fiscal year 2016-2017. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

1.3.4 Human Resource Committee

A minimum of five members will be elected to the Human Resource Committee. It was moved by Jim Burns and seconded by Roy Schoon that Gary Schriver, Roy Schoon, Mary Jeann Batham, Mike Otto and Mabel Mantel serve on the Human Resources Committee in fiscal year 2016-2017. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

1.4 Fundraising Committee Report

1.4.1 Fundraising Report

Roy Schoon stated that Tammie McCready has done a wonderful job in writing grants for Elderbridge Agency on Aging. Because of her efforts, from 2015 up to the July 2016, Elderbridge has received \$162,242 in grant awards to help fund Elder Rights, material aid, shelf stable meals and equipment. It was moved by Jim Burns and seconded by Wilma Straus that the fundraising report be approved. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

1.5 Elderbridge Alliance Board Report

Mary Jean Batham stated the Board met on July 6, 2016, at the Algona Senior Center. The bylaws were approved along with the agreement between Elderbridge and Elderbridge Alliance. The IRS Form was reviewed in detail. The Board had several questions that need to be answered by Elderbridge's attorney before the document is filed. A fifth Board member is needed. An individual from the healthcare profession would be preferred.

It was moved by Mary Jeann Batham and seconded by Jim Burns that the Elderbridge Alliance report be approved. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

2.0 Finance Report

2.1 Finance Report – Sherri Boedeker, Finance Director

Finance Director Sherri Boedeker stated that work is ongoing with respect to Title III E funds. Bills are still coming in for Title III E. With regard to the Title III D Evidenced Based monies, more money was spent than projected. This will prevent Elderbridge from sending funds back, and it will help protect future funding.

Managed care – the finance department is filing claims with all three MCO's and it has been time consuming. Home delivered meals billed for May has not been finalized at this point.

Case Management – to date Elderbridge has not been reimbursed from AmeriHealth Caritas. None of the claims have been processed. AmeriGroup has denied claims and they will be resubmitted. United Healthcare has denied claims citing more units were charged than established for service. United has been contacted regarding this issue.

Home Delivered Meals – Elderbridge is working with all MCO's to correct issues with claims relating to the limit of meals per month per consumers and consumers not being enrolled as of April 1.

The state legislature will be funding the LifeLong Links and Elder Rights programs in the amount of \$1,087,500. The Executive Directors will be attending a meeting that will decide how the money is distributed to the six AAA's. The budget will be revised once it is determined the amount of funding Elderbridge will receive.

Sarah Bublitz has been hired as the Finance Assistant in the Mason City office. The Finance Committee will be reviewing the accounting policies and procedures and the Board will be advised of any recommended changes.

It was moved by Jan Sowers and seconded by Roy Schoon that the finance report be approved. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

3.0 Agency Program Report

3.1 Manager's Report – Donell Doering/Shelly Sindt, Co-Executive Directors

Co-Executive Director Sindt stated that United Healthcare is not interested in contracting with local providers, therefore, all of the United Healthcare clients will be transitioned to the United Healthcare case managers by August 1, 2016. Meals will continue through United Healthcare. Eventually Elderbridge will only have clients through AmeriHealth Caritas. The clients with AmeriGroup will eventually be transitioned over to them. Elderbridge will be getting 18 clients from Crawford County Public Health.

The i4a Board retreat was held in Des Moines this past month. Advocacy efforts of i4a was discussed. I4a was able to get approximately a million dollars for the ADRC program from the state legislature. It costs the AAA.s roughly \$2,400,000 dollars to run the ADRC program. Additional monies will be requested.

The Co-Executive Directors attended a meeting on July 6, 2016, on how the \$1,087,000 dollars will be divided. The amount of \$75,000 will go to the Iowa Department of Aging, which left \$925,000 to be split between the six AAA's and the ADRC Call Center. Elderbridge will receive \$132,413 for ongoing expenses.

The Harmony software will be implemented in phases. Harmony software went live on July 11, 2016. The first phase costs have been taken care of by a grant. The second phase will involve the Options Counselors, IR&A Specialists and Elder Rights Specialists. The information from ESP has been migrated over to Harmony and they will be able to start entering information into the new software. The second phase of the program will start in August. More details will be available at the next meeting. All the AAA's in the state will be running one program instead of three different systems. Case management will implemented next.

Elderbridge is still in the process of working out the details of the ICN phone system. The system will allow the agencies to be able to transfer calls between sites. A contract has been signed with the department for the ICN network.

4.0 Community Relations

- 4.1** County Updates – Feedback from Board Members and/or general public
There are no updates at this time.

5.0 Coming Dates

- 5.1** The next Board Meeting – 10:00 a.m. August 9, 2016 – Fort Dodge Elderbridge office
5.2 n4a Annual Conference, July 2016, San Diego, California
5.3 Elevate Aging Community Conversations event will be held on August 4, 2016, in the Liberty Room, in the Mason City Elderbridge office building
5.4 Next Advisory Council meeting is August 24, 2016, at 10:30 a.m. in the Fort Dodge Elderbridge office.

6.0 Adjournment

- 6.1** Adjournment

There being no further business before the Board, it was moved by Roy Schoon and seconded by Wilma Straus that the meeting be adjourned at 11:03 a.m. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)