

ELDERBRIDGE BOARD OF DIRECTORS

Meeting Minutes

Elderbridge Agency on Aging

Conference Call

February 13, 2018, 10:00 a.m.

0.0 Call to Order

The meeting was called to order by President Paula Harms at 10:06 a.m.

0.1 Introduction of Board members, staff and visitors.

President Harms called for introductions of visitors and staff. Staff members: Shelly Sindt, CEO, Donell Doering, Director of Operations, Sherri Boedeker, Finance Director, and Amy Simpson, Executive Assistant were present. Ann Leonard, Liaison to the Board was excused.

0.2 Roll Call

Mary Jeann Batham	Ph	Mabel Mantel	Ph
Vacant		Mike Otto	Ph
Jim Burns	Ph	Jan Olson	Ph
Vacant		Larry Pedley	Ph
Lionel J. Foster	Ex	Jan Sowers	Ph
Paula Harms	Ph	Beth Will	Ph

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 Harms called for a motion to adopt the February 13, 2018, Board Agenda. It was moved by Jim Burns and seconded by Beth Will 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 January 9, 2018, Board Meeting Minutes

President Harms called for approval of the January 9, 2018, Board Meeting minutes. President Harms indicated that Item 2.3 needed to be changed to indicate the President and Vice President will be presenting the performance review of the CEO not the Executive Committee. It was moved by Mabel Mantel and seconded by Mary Jeann Batham that the January 9, 2018, Board Meeting minutes be approved with the change to Item 2.3. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

1.2 Governance Committee Report

1.2.1 Review and approval of Alison Hauser for Webster County Advisory Council vacancy

Chair Burns stated that the Governance Committee met on January 22, 2018, to review the application of Alison Hauser of Webster County for Advisory Council. She works for County Social Services in Webster County and would be a great addition to the Advisory Council. It was moved by Jim Burns and seconded by Jan Olson to approve the application of Alison Hauser for Webster County. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

1.2.2 Appointment of new Board Secretary

Current Board Secretary has requested to set down from her position as Secretary to the Board. Beth Will has volunteered to take over those duties. It was moved by Jim Burns and seconded by Larry Pedley that Beth Will be approved as the new Board Secretary. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

1.3 Update on CEO Annual Performance Review

President Harms thanked the Board members for sending in their information for the CEO's evaluation. President Harms and Vice President Foster will be meeting after the Board meeting to review the information. The performance review will be presented to the Board at the March Board meeting.

1.4 Fundraising Committee Report

Jan Sowers indicated she has received a list of names for Kossuth County and is looking up the phone numbers to begin fundraising efforts. A fundraising report was given to Board members.

2.0 Finance Report

2.1 Finance Report

Finance Director Boedeker stated she has not heard what allocations will be for FY 2019. Areas have been identified that can be cut and the budget will be fine. The FY 2019 budget will be presented at the March meeting and poses the biggest challenge right now. The IAFRS FY2018 re-budget needs to be approved as part of the Area Plan update. Finance Director Boedeker stated there is \$100,000 that needs to be invested and she recommended purchasing a six month CD at Farmers Trust in Spencer.

It was moved by Jan Sowers and seconded by Mabel Mantel to approve the IAFRS FY 2018 rebudget and the purchase of a \$100,000 CD from a bank in the Spencer area that has the best rate. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

3.0 Agency Program Report – Shelly Sindt, CEO

3.1 CEO Report

CEO Sindt stated that the legislature has not begun planning the FY2019 budget because of the budget shortfall for FY 2018. The Governor is recommended a cut of \$110,000 for the Iowa Department of Aging. The Senate is recommending 3 times what the Governor has recommended for a reduction amounting to \$330,000. A statewide paper plate campaign at meal sites has been started and management staff are attending

legislative forms. There will be new training for Options Counselors. Boston University was used in the past. The hope is to grandfather in Options Counselors who have taken courses with Boston University. Right now the new training has not become mandatory. CEO Sindt will be Board apprised if the new training becomes required.

3.2 Strategic Plan Update

Director of Operations Doering explained that three strategies were developed by the management team. The strategies are listed below:

- 1) Advocacy Strategy
Respond to identified needs. Respond to policies that affect customers' health and independence. Promote healthy lifestyles and information about services for customers.
- 2) Individualized Services Strategy
Ensure consumers have access to all available options associated with information, services and planning.
- 3) Sustainability Strategy
Increase our capacity to provide information, access to resources and services and individualized support.

Staff and management will be working to reach the measures and objectives of each of the strategies. It was moved by Jim Burns and seconded by Mabel Mantel that the Strategic Plan update be accepted. On roll call the vote was as follows:

Aye: all (the motion was declared carried)

3.3 Elderbridge Alliance Report

CEO Sindt presented the Board with a new organizational chart. Changes will need to be made to it. There is a new Elderbridge Alliance/Public Relations Coordinator in the Spencer office by the name of SueAnne Stoermer. Stephanie Carlson will remain involved with Elderbridge Alliance as the coordinator instead of hiring a part-time Public Relations Associate in Fort Dodge. A new organizational chart will be brought to the March Board meeting.

There is ongoing errand buddy services and the anticipation is services requests will increase as the new Elderbridge Alliance Coordinator gets up and running.

3.4 Area Plan Update

As part of the four year Area Plan for FY 2018-2021, this year an update will be submitted. Three major goals were identified for the update. They are as follows:

- 1) Iowa Aging Network will protect and enhance the rights and prevent the abuse, neglect and exploitation of older lowans. Gaps were identified in reaching that goal. Financial neglect and self-exploitation of lowans continues to rise. Law enforcement, financial institutions, veteran services, and DHS in certain counties are unaware of the Elder Rights programs. Multi-disciplinary meetings with communities targeting 60 years or older are limited or non-existence.
- 2) Iowa Aging Network will work with older lowans, lowans with disabilities and caregivers as they fully engage and participate in communities. Three gaps

were identified. LifeLong Links staff need continued training. Agencies are not aware of services aware through LifeLong Links. High nutrition risk consumers are not receiving services that address their risks.

- 3) Iowa Aging Network will enable older lowans to remain in their residence and community of choice. Gaps were identified for this goal. Food security is an issue for seniors and persons with disabilities. Increase opportunities to participate in evidence base health activities that includes fall prevention that helps seniors remain in their homes. Caregivers caring for individuals with complex care needs are underserved with caregiver services. Older lowans that have unmet needs are at risk of losing their independence. Need to focus on non-Medicaid and pre-Medicaid population.

The goals and gaps will be included in the update that will be submitted to the Iowa Department on Aging. The Area Plan update will be presented at the March meeting for approval. The Area Plan update and budget will be submitted to IDA on April 2, 2018.

4.0 Community Relations

- 4.1 County Updates – Feedback for, Board Members and/or general public
No updates at this time

5.0 Coming Dates

- 5.1 Next Board Meeting – 10:00 a.m. March 13, 2018, Fort Dodge Elderbridge Office
- 5.2 Upcoming holidays: February 19, President’s Day, offices are closed
- 5.3 Next Advisory Council meeting – February 28, 2018, 10:30 a.m. Fort Dodge Elderbridge Office

6.0 Adjournment

- 6.1 Adjournment

There being no further business before the Board, it was moved by Jan Sowers and seconded by Beth Will that the meeting be adjourned at 11:10 a.m. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)