

ELDERBRIDGE BOARD OF DIRECTORS

Meeting Minutes

Elderbridge Agency on Aging

308 Central Avenue

Fort Dodge, IA 50501

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

0.0 Call to Order

The meeting was called to order by President Paula Harms at 9:54 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, Sherri Boedeker, Finance Director, Linda Miller, Director of Iowa Department on Aging, Carrie Mallone, Iowa Department on Aging were present. Ann Leonard, Liaison to the Board was absent.

0.2 Roll Call

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

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 March 13, 2018, Board Agenda. It was moved by Jan Sowers and seconded by Mabel Mantel that the agenda be adopted. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

1.0 Iowa Department on Aging

Director Miller introduced Carrie Mallone who is new to the department and will be reviewing contracts for the state and she will also be able to assist AAA's with their contracts and needs. Assistant Director Joel Wulf has resigned from the IDA as of the end of March and his position should be filled by July 1, 2018. There are two bills being considered by the senate. The office of Substitute Decision Maker will be changing its name to Office of Public Guardian.

Elderbridge has been awarded a contract to partner with NEI3A for 47 counties as the Substitute Decision Maker. Director Miller stated a lawyer is not needed to be a conservator and it is a good fit for the AAAs.

The Adult/Dependent Abuse program is being developed and IDA staff will be working with the AAAs.

IDA will be asking the legislature to match the ADRC money with Medicaid money. The hope is the legislature will have DHS work with the AAAs to apply for a state waiver to match the ADRC money which would provide a base of support.

The Medicaid diversion or return to Community programming will include wrap around services for those at risk of seeking Medicaid funding. This would be a pilot program. Should the legislature not fund the program, IDA will look for funding within the IDA. This program has had success in Minnesota and Wisconsin.

IDA plans to revamp the Family Caregiver programs in the hope of freeing more funding for the AAAs.

2.0 Board Affairs

2.1 Approval of February 13, 2018, Board Meeting Minutes

President Harms called for approval of the February 13, 2018, Board Meeting minutes. It was moved by Larry Pedley and seconded by Mary Jeann Batham that the February 13, 2018, Board Meeting minutes be approved. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

2.2 CEO Performance Evaluation

2.2.1 Convene into Closed Session per Chapter 21.5(i) of the Iowa Code

President Harms called for a motion to move into closed session for purposes of the CEO performance evaluation. It was moved by Lionel Foster and seconded by Jim Burns that the Board move into closed session. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

Finance Director Boedeker recused herself from the session.

2.2.2 Reconvene into open session

With no further discussion, it was moved by Lionel Foster and seconded by Jim Burns to go out of closed session. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

2.2.3 Motion consistent with terms discussed during closed session

It was moved by Jim Burns and seconded by Lionel Foster to accept the evaluation of the CEO and the pay raise increases with the first increment effective on March 4, 2018 and the second increment to take place in FY 2019. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

2.3 Review and Approval of Area Plan Update and Budget

CEO Sindt reviewed the Area Plan with the Board members. Strategies and gaps in service and what Elderbridge would be doing were explained to Board members. As a

part of CADER, each staff will need to partake in ELSEVIER training as part of continuing education for compliance

Nutrition Counseling needs to be increased and social media will be used to promote nutrition. Funding to the nutrition program will need to be increased before Elderbridge can begin to increase attendance at meal sites.

Finance Director Boedeker stated that the budget is set and will not change much. The LifeLong Links and Counseling department budget needs to have flexibility to move units and cost within the budget.

President Harms called for a motion to accept the Area Plan Update and Budget. It was moved by Jim Burns and seconded by Jan Sowers to approve the Area Plan Update and Budget. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

The organizational chart was reviewed. President Harms called for a motion to accept. It was moved by Lionel Foster and seconded by Jim Burns to approve the organizational chart with the suggested changes. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

2.4 Central Services Report

The Central Services Board met on March 2, 2018. CEO Sindt stated that the office space in the Fort Dodge Office was discussed. County Social Services will be moving into the office on April 1, 2018. No rent will be paid at this time. County Social Services will provide a staff person to assist Elderbridge with IR&A duties.

Locks have been installed in the Spencer office to all doors including offices to make Elderbridge office area more secure since Upper Des Moines is now sharing space. The locks were also the result of Active Shooter training that was held in Spencer.

The rebate for the Fort Dodge insulation project has been submitted.

2.5 Review of upcoming Board and Advisory Council vacancies as of July 1, 2018

Jim Burns stated that three members of the Advisory Council will have terms expiring. Audubon County, Susan Osvald, Franklin County, Tracy Quinones and Greene County, Joan Tiffany will be leaving the Advisory Council. Need to start looking for replacements for those counties. Jim Burns term on the Board will be expiring on July 1, 2018. He stated he has been speaking with people in his area to see if they would be interested in serving on the Board.

3.0 Finance Report

3.1 Finance Report

Finance Director Boedeker stated the budget is “normal” for this time of year. Collection on old/back Medicaid claims continues. The agency is currently at a 5 month cash reserve. Need to increase to a six month cash reserve. There is a need to expend ADRC funds quicker. The transportation line item in the budget has increased because of

using “non-cash” match. Units have been added to the financial report/cost report to show the number of units produced for each area of service.

It was moved by Lionel Foster and seconded by Mabel Mantel to approve the financial report. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

4.0 Agency Program Report – Shelly Sindt, CEO

4.1 CEO Report

CEO Sindt stated that she has nothing new to add to the printed report that was included in the packet. President Harms reported that she received an email from IDA concerning the Benefit Enrollment Centers that listed Elderbridge as the only AAA in the state to receive this grant.

4.2 Strategic Plan Update

CEO Sindt stated that the management team has met concerning the strategic plan and the Board will be updated soon as to how the strategic plan will be implanted.

4.3 Elderbridge Alliance Report

CEO Sindt stated that Stephanie Carlson is coordinating the Elderbridge Alliance at this time. Doug Merbach and SueAnne Stoermer will be working on the marketing and promotion of Elderbridge Alliance. The program is progressing slowly.

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

5.0 Community Relations

5.1 County Updates – Feedback for, Board Members and/or general public

Jan Sowers announced her “surprise 80th birthday party” to be held on March 24, 2018 at the Senior Center in Algona. Everyone is welcome to attend.

6.0 Coming Dates

6.1 Next Board Meeting – 10:00 a.m. April 10, 2018, by conference call

6.2 Next Advisory Council meeting – May23, 2018, 10:30 a.m. by conference call

7.0 Adjournment

7.1 Adjournment

There being no further business before the Board, it was moved by Larry Pedley and seconded by Jim Burns that the meeting be adjourned at 12:05 p.m. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)