

ELDERBRIDGE BOARD OF DIRECTORS

Elderbridge Agency on Aging

Meeting Minutes

Conference Call

April 14, 2020, 10:00 a.m.

0.0 Call to Order

The meeting was called to order by President Lionel Foster at 10:03 a.m.

0.1 Introduction of Board members, staff, and visitors.

President Foster called for introductions of visitors and staff. Staff members: Shelly Sindt, CEO, Stacia Timmer, COO, and Sherri Boedeker, CFO, were present. Elaine Kelsey, Liaison to the Board, was also present.

0.2 Roll Call

Tim Nichols	Ph	Larry Pedley	Ex
Jan Olson	Ph	Beth Will	Ph
Tracy Quinones	Ex	Ethan Huizenga	Ph
Lionel J. Foster	Ph	Barry Anderson	A
Ron Newsum	Ph	Lori Hain	Ph
Steve Kruse	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 Foster called for a motion to adopt the April 14, 2020, Board Agenda. It was moved by Beth Will and seconded by Steve Kruse that the agenda be adopted.

Aye: all (the motion was declared carried.)

1.0 Board Affairs

1.1 Approval of March 10, 2020, Board meeting minutes

President Foster called for a motion to approve the March 10, 2020, meeting minutes as written. CEO Sindt stated that in her Agency Report it should indicate federal funding to the Older Americans Act was cut by 8% for 2021, not Elder Rights.

It was moved by Tim Nichols and seconded by Beth Will to approve the March 10, 2020, meeting minutes with the correction to CEO Sindt's Agency Report.

Aye: all (the motion was declared carried.)

1.2 Board Bylaws change to Advisory Council, Section 2: Number and Qualifications 1st Reading

CEO Sindt reported that language was inserted into Advisory Council, Section 2: Number and Qualifications to allow for 3 at-large seats on the Advisory Council for a total of 32 members. Two qualified applicants were received for Sioux County. The second

application will be able to serve at-large. President Foster called for a motion to waive the 2nd reading and approve the changes to the Bylaws. It was moved by Tim Nichols and seconded by Beth Will to waive the 2nd reading and approve the changes to the Bylaws.

Aye: all (the motion was declared carried.)

1.3 Governance Committee Report

1.3.1 Approval of Advisory Council candidates for Palo Alto County, Diane Elbert, Linda Vaudt for Kossuth County, and Pat Gansen (1st Term) for Floyd County

Chair Will stated that the Governance Committee met before the Board meeting and recommend the approval of Diane Elbert of Palo Alto County, Linda Vaudt, 2nd term for Kossuth County and Pat Gansen, 1st Term for Floyd County.

President Foster called for a motion to approve the Governance Committee's recommendations for the Advisory Council. It was moved by Steve Kruse and seconded by Tim Nichols to approve the Advisory Council representatives.

Aye: all (the motion was declared carried.)

1.3.2 Discussion and recommendation for a slate of officers for the next fiscal year.

Chair Will reminded the Board members that officer selection will need to be completed at the June Board meeting and suggested members begin to think about who might fill the positions. Suggestions for officers can be given to the Governance Committee.

1.4 Fundraising Committee Report

CEO Sindt reported that the "Play It Forward" fundraiser scheduled for April 30, 2020, has been rescheduled to July 23, 2020, due to the COVID-19 pandemic. The event will still be at the Waterfront at Arnold's Park. The Fundraising Committee did not meet in April but plan to do so in May.

President Foster called for a motion to approve the Fundraising Committee report. It was moved by Lori Hain and seconded by Ron Newsum to approve the Fundraising Committee report.

Aye: all (the motion was declared carried.)

2.0 Finance Report – Sherri Boedeker, CFO

2.1 Finance Report

CFO Boedeker reported that Elderbridge has received 1.6 million in stimulus funding and may receive more if there is a second round of funding. Elderbridge will receive \$391,084 in federal funds to provide meals for seniors in our service area. \$34,000.00 was used to cover a Nutrition program shortfall. Funds will be used to purchase supplies, such as disposable to-go containers, food service gloves, and lunch sacks to be used for home-delivered meals or grab and go meals at meal sites. The funds need to be used by June 30, 2021, and 1.2 million in funding needs to be used by September 30, 2021. Checks are being run once a week instead of twice a week.

Planned events for evidenced-based programs such as Tai Chi classes, Caregiver events have been canceled. Due to the Presidential Disaster Declaration, this allows Elderbridge to release otherwise unused Title IIID and IIIE funds to be used elsewhere. COVID-19 is also impacting Elderbridge's subcontractors to fully expend their contracts, which will free up Title IIIB dollars to be used in other areas. CEO Sindt stated that some of the funding was used for hazard pay for the employees. At this time, CEO Sindt is not sure if funding received from the state will be affected.

President Foster called for a motion to approve the finance report. It was moved by Beth Will and seconded by Steve Kruse to approve the financial report as presented.

Aye: all (the motion was declared carried.)

3.0 Agency Program Report – Shelly Sindt, CEO

3.1 CEO Report

CEO Sindt reported that she continues to focus on the COVID-19 pandemic both on the state and federal level. She attends weekly phone conferences and listens to the Governor's news conference. COO Timmer and CEO Sindt are taking turns coming into the office.

Elderbridge will be partnering with the soup kitchen in Spencer and will also be building stronger connections with the food banks in our service area.

Elderbridge's new and improved website that is being created by GoDaddy has been delayed by COVID-19. Caregiver support groups that normally met in person can receive support online.

The n4a National Conference in Portland normally held in July has been postponed. There could be a soft opening of the state of Iowa on April 30. Schools have gone to online learning.

3.2 COO Report – Stacia Timmer, COO

COO Timmer reported that the meal sites are providing home-delivered meals or grab n go lunches. Some meal sites are doing extra meals for the weekends or providing frozen meals. The Iowa Department of Public Health delivered twelve hundred face masks to Mason City along with hand sanitizer. The face masks and hand sanitizer were sent out to the meal sites. A new meal site in Orange City began providing meals.

On April 8, 2020, the Board decided to award Elderbridge employees and meal site workers hazard pay. The checks have been issued and meal site recipients were very appreciative of the extra pay.

RIDES in the Spencer area has been suspended due to COVID-19 but has been delivering food on Monday, Wednesday, and Friday from 8:00 until noon. MIDAS has temporarily suspended the DART and RTA transit systems in the Fort Dodge area and surrounding counties. Elderbridge is working on an agreement with DART to deliver groceries to those who find it difficult to get to the grocery store in the Fort Dodge area.

Elderbridge will be contracting with Turning Leaf in Mason City to provide mental health services. Seasons Center in Spencer will provide telehealth to the 60+ population.

The majority of the LifeLong Links staff is working from home at this time. They are calling clients and food banks and assisting clients with home-delivered or frozen meals. In April staff has significantly increased outbound call activity to make sure seniors are getting the services they need.

Home and Community Based contracts are in process.

3.3 Area Plan Update

COO Timmer reported that the Area Plan Update has been submitted to the Iowa Department on Aging. Currently waiting for feedback from IDA. COVID-19 will slow down feedback from the department.

4.0 Community Relations

4.1 County Updates – Feedback from Board Members and the general public.

Liaison to the Board, Elaine Kelsey from Franklin County reported that the Hampton meal site has been doing curbside meals with good results.

5.0 Coming Dates

5.1 Next Board Meeting –May 12, 2020, by Conference Call

5.2 Webster County Caregiver Support Group – 2nd Wednesday and 4th Thursday of every month, 4:30 to 5:30 p.m. Elderbridge Office, Fort Dodge, Suspended due to COVID-19.

5.3 Clay County Caregiver Support Group – Spencer Elderbridge office (4th Wednesday of every month) Suspended due to COVID-19.

5.4 Caregiver Support Group – Trinity Lutheran Church, Mason City, Suspended due to COVID-19.

5.5 Caregiver Panel Discussion – Coon Rapids, Thomas Rest Haven Activity Room, 1st Tuesday of every month, Suspended due to COVID-19.

5.6 Fundraiser “Play it Forward” Event The Waterfront of Arnold Park, rescheduled to July 2020

5.7 Spring Caregiver Conference – Rescheduled to June 2020, Carrollton Hotel & Events Center, Carroll, Iowa

5.8 Advisory Council Meeting, May 27, 2020, 9:00 a.m., by Conference Call

6.0 Adjournment

6.1 Adjournment

There being no further business before the Board, it was moved by Ethan Huizenga and seconded by Steve Kruse that the meeting is adjourned at 12:09 p.m.

Aye: all (the motion was declared carried.)