

ELDERBRIDGE BOARD OF DIRECTORS

Elderbridge Agency on Aging

Meeting Minutes

Conference Call

April 12, 2022, 10:00 a.m.

0.0 Call to Order

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

0.1 Introduction of Board members, staff, and visitors.

President Will called for introductions of visitors and staff. Staff members: Shelly Sindt, CEO, Stacia Timmer, COO, Jodi Presswood, CFO, Sandi Jackson, LifeLong Links Director, Jeremy Monaghan, Assistant Finance Director, Sherri Boedecker, retiring Assistant Finance Director, and Amy Simpson, Executive Assistant were present. Sandra Olson, Liaison to the Board, was present.

0.2 Roll Call

Jill Hawkinson	Ph	Larry Pedley	Ph
Beth Will	Ph	Steve Kruse	Ph
Ethan Huizenga	Ph	Barry Anderson	Ex
Lionel J. Foster	Ph	Lori Hain	Ph
Linda Vaudt	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 Will called for a motion to adopt the April 12, 2022, Board agenda. It was moved by Steve Kruse and seconded by Lori Hain that the agenda be adopted.

Aye: all (the motion was declared carried.)

1.0 Board Affairs

1.1 Approval of March 8, 2022, Board meeting minutes

President Will called for a motion to approve the March 8, 2022 meeting minutes. It was moved by Lionel Foster and seconded by Jill Hawkinson that the March 8, 2022, meeting minutes be approved.

Aye: all (the motion was declared carried.)

1.2 Introduction of Jeremy Monaghan, Assistant Finance Director

President Will asked him to introduce himself to the Board. He is from Mason City and is married and has two children. His educational background is in the area of criminal justice. He has previously worked for Diamond Jo's Casino and Overhead Door Company. Assistant Finance Director Monaghan stated that he is looking forward to working with the Elderbridge team.

1.3 Recognition of Sherri Boedeker Retirement

Former Assistant Finance Director Boedeker stated that she has enjoyed the past nine years of her employment as the CFO. She further stated she worked with a great finance team but is looking forward to retirement. CEO Sindt stated she will be greatly missed and that there will be a retirement celebration on April 22, 2022, at the Mason City Elderbridge office. Board members are invited to attend.

1.4 Central Services Report

CEO Sindt stated the Central Services Board met before today's Board meeting. Jeremy Monaghan was introduced to the Central Services Board and will be the new Chief Financial Officer. The current financials were discussed with the Board. Bids to improve the rear entrance of the Spencer office building were discussed and approved by the Board. An additional bid for work on the interior of the Fort Dodge office bid was discussed. Also, the installation of outdoor lighting and cameras was discussed for the Fort Dodge office. The Fort Dodge bids for building improvements were approved by the Board.

1.5 Fundraising Committee Report

Chair Kruse reported that the Fundraising Committee met on April 6, 2022, and discussed the following:

- \$3,175 in sponsorships have been received. The goal is \$6,000.
- The program for the fundraiser is in process of being completed. Tammie McCready, Grantwriter, and Roxy Thompson, HR Specialist are working on the layout of the program. The Sponsors will be listed on the backside of the program.
- Four Board members will be donating wine to the winetasting event.
- The Elderbridge website has a fundraiser page for the event. Tickets can be purchased on the website. There are buttons for the silent and live auctions, and for how to donate to the event and become a sponsor. Recognition of sponsors will be listed on the website.
- Volunteer Coordinator Allen showed the members the 32Auctions website and what items have been donated so far. Consigned vacation trips were also discussed during the meeting. Committee members recommended offering two trips. Options will be presented at the June meeting
- Emily Winder presented a couple of designs for the event tickets. The numbers on the event ticket will match up with live auction bid numbers. It was decided to go with the ticket that provided more space for the purchaser to list their name, address, and email number.
- The next meeting will be on May 4, 2022.

It was moved by Lori Hain and seconded by Linda Vaudt to approve the Fundraising Committee report as presented.

Aye: all (The motion was declared carried.)

1.6 Area Plan Update

COO Timmer reported that the Area Plan update was submitted on time and she thanked the management team for their assistance. The Iowa Commission on Aging will review and approve the update. CEO Sindt will present the update to the Iowa Commission on Aging in June.

1.7 Strategic Plan Report

CEO Sindt stated that Strategic Plan and the Area Plan mirror each other. There will be Caregiver advertising in the form of commercials to reach out to Caregivers to encourage them to contact Elderbridge. Caregiver Team Leads are in the process of organizing Caregiver events. The IRTC program will be expanding to Franklin and Webster Counties. Elderbridge will receive \$300,000 from IDA. There will be staff expansion in the LifeLong Links department.

2.0 Finance Report – Jodi Presswood, CFO

2.1 Finance Report

CFO Presswood reported on the following:

- The FY23 Area Plan Budget was submitted to IAFRS, and Elderbridge is currently preparing for the FY22 Q3 claim submission.
- Assistant CFO, Jeremy Monaghan has begun working and is being cross-trained on accounts payable and payroll.
- PayPal has been added to our website so donations can be made from the website. The fundraiser sales can be processed directly through the 32Auctions website.
- Most of the local public fund payments from the counties have been received except for two counties. Those county funds could arrive at any time.
- A 5,000 grant was received from the Clay County Community Foundation for material aid at an awards ceremony on March 14. Grant writer, Tammie McCready is currently working on a Telligen grant for the amount of \$50,000.
- Postage expense has gone up primarily due to the Iowa Café program.

It was moved by Steve Kruse and seconded by Ethan Huizenga to approve the Finance report as presented.

Aye: all (the motion was declared carried.)

3.0 Agency Program Reports

3.1 COO Report – Stacia Timmer

- IRTC Program is expanding. An IRTC coach was hired for the Mason City Area. – Mercy One in Mason City is interested in the program. Referrals are being accepted on a case-by-case basis from Mercy One. Looking to expand in the Spencer area also.
- Request for Applications (RFAs) for FY23 have been received from subcontractors that were issued in early March. Subcontractors were asked to provide reallocation if they will not be spending all of their FY22 contracted funds so those funds can be reallocated to other contractors that need the funding.
- The HCBS contracts will be sent out by May.
- Hiring for positions Lifelong Links positions in Mason City and Spencer. Interviews are being scheduled.
- Advisory Council members have been receiving training from COO Timmer as recently as last week. Advisory Council members appreciate the training and have a better understanding of what their role is on the Advisory Council.

3.2 LLL Director Report – Sandi Jackson

- New services include the Older Relative Caregiver program. The program is intended for individuals 55 and older who may or may not be a Grandparent or other relative that has a disabled child living in the home. Elderbridge can offer information and assistance, as well as resources. If they need in-depth services they can be referred to the Options Counseling program. Referrals for the program have been received in three out of four Elderbridge offices.
- High-risk case management program - eligibility for the program is 60+. Examples would include seniors who have been given eviction notices, seniors who are hoarding things and/or animals, or seniors who have been the victim of financial exploitation. Cases typically can last up to 90 days. If it requires a longer time then cases are transferred to long-term case management.
- 29 referrals have been received for the High-Risk Case Management program with the most cases coming from Cerro Gordo County. DHS has also been referring cases to Elderbridge. Nancy Ketchum handles the High-Risk Case Management program in the Northwest region of Elderbridge’s service area.

3.3 CEO Report – Shelly Sindt

- Senate File 522 concerning Elder Abuse has passed the House and Senate. The bill provides for criminal penalties for individuals who abuse older adults and persons with disabilities. The Governor will be signing the bill. There may be additional funding going to the Long Term Care Ombudsman program
- Attended a USAging Board Meeting and Policy Briefing in Washington DC.
- Doing strong advocacy for the 2023 allocations for the Older Americans Act fundings because the ARPA funding will be going away. CEO Sindt spoke with Representative Feenstra and Senator Grassley while in Washington DC.
- USAging has approached Elderbridge, Connections, and NEI3A with extra funding concerning vaccines. The three AAAs would split \$630,000. Counties in Iowa have been identified that have a 60 and older low vaccination rate. The money would need to be spent by September 30. Joe Sample will be taking the lead on this.
- Working with Community Action agencies to distribute food vouchers to HyVee for their 60+ clients that come into their food pantries. Twelve counties are using this system. ARPA funding will also be used for additional the vouchers in other service area counties. The vouchers go through the Community Action agencies.
- On April 25, 2022, at 2:00 p.m. the Iowa Commission on Aging will consider the proposed funding distribution. The meeting is open to the public. President Will and CEO Sindt will be sitting in on the meeting. Meeting information is in the Board packet.

4.0 Community Relations

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

Board Liaison Sandy Olson informed CEO Sindt that Worth County received funding from Diamond Jo’s Casino for audio-visual equipment for the senior center.

5.0 Coming Dates

- 5.1** Next Board Meeting – May 10, 2022, Conference Call
- 5.2** Tai Chi for Arthritis & Fall Prevention – April 4 - May 26, 9:30 a.m. at Mason City Elderbridge office
- 5.3** Seated Tai Chi for Arthritis – Swan Place, Carroll, March 15 – May 19, 10:30 to 11:15 a.m.
- 5.4** Nutrition Conversations – April 20, 2022, 1:30-2:30 p.m. Mason City Elderbridge office
- 5.5** Caregiver Support Group – Trinity Lutheran Church in Mason City, the fourth Tuesday of the month at 9:30 a.m. by Zoom
- 5.6** Webster County Caregiver Support Group – 3rd Thursday of the month from, 3:30 to 4:30 p.m., Fort Dodge Public Library
- 5.7** Clay County Caregiver Support Group – 3rd Tuesday of the month from 10:00 to 11:00 a.m. by Zoom
- 5.8** Coon Rapids Caregiver Support Group – 1st Tuesday of the month from 3:00 to 4:00 by Zoom
- 5.9** Advisory Council Meeting, May 25, 2022, 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 Lori Hain and seconded by Steve Kruse that the meeting is adjourned at 11:21 a.m.

Aye: all (the motion was declared carried.)