

# ELDERBRIDGE BOARD OF DIRECTORS

## Elderbridge Agency on Aging

### Meeting Minutes

Zoom Conference Call

October 10, 2023, 10:00 a.m.

#### 0.0 Call to Order

The meeting was called to order by President Huizenga at 10:02 a.m.

#### 0.1 Introduction of Board members, staff, and visitors.

President Huizenga called for introductions of visitors and staff. Staff members: Shelly Sindt, CEO; Stacia Timmer, COO; Jodi Presswood, CFO, Laura Allen, Volunteer Coordinator, Tyler Turner, Staff Accountant, and Amy Simpson, Executive Assistant were present. Sandra Olson, Liaison to the Board, was not present.

Tyler Turner introduced himself to the Board. He was from New York and served in the Air Force for over 10 years. He loves football and is a New York Giants fan. He has experience working for non-profits and is looking forward to working with Elderbridge.

#### 0.2 Roll Call

Jill Hawkinson	Ph	Larry Pedley	Ph
Amanda Kaufman	Ph	Steve Kruse	Ph
Ethan Huizenga	Ph	Barry Anderson	Ex
Gary Caviness	Ph	Lori Hain	Ex
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 Huizenga called for a motion to adopt the October 10, 2023, Board agenda as presented. It was moved by Steve Kruse and seconded by Amanda Kaufman that the agenda be adopted.

Aye: all (the motion was declared carried.)

#### 1.0 Board Affairs

##### 1.1 Approval of September 12, 2023, Board meeting minutes

President Huizenga called for a motion to approve the September 12, 2023, meeting minutes. It was moved by Larry Pedley and seconded by Jill Hawkinson that the September 12, 2023 meeting minutes be approved.

Aye: all (the motion was declared carried.)

##### 1.2 Fundraising Committee Report

Chair Kruse reported the following:

- The Fundraising Committee met on October 4, 2023.
- There have been no donations made through Elderbridge's website.
- Chair Kruse has tried to connect with the owner of Culvers and has not been successful. Amanda Kaufman will be meeting with the OP manager on October 6 in Clear Lake.

- There will be an Applebee’s fundraiser in Mason City on November 21, 2023.
- Pledge cards will be handed out at events and to the general public. Pledge cards were distributed during Senior Fun Day in Carroll on September 13m 2023. Cards will also be given out at upcoming vaccine events.
- A donation was received from Jay Norton of the Hen House including Vera Bradley bags and other items for Santa for Seniors in Spencer.
- Volunteer, Shannon Oyen donated time and materials to make an outdoor pumpkin bee scarecrow that advertises Elderbridge in Algona. A picture was put on social media.
- Chair Kruse was part of a commercial that was made by Bing Bang using vaccine grant funds. Elderbridge will have access to the commercial and will share it on social media.
- Donations are coming in for the Spring 2024 online fundraiser. Slam Dunk for Hunger. Laura Allen, Volunteer Coordinator has begun putting items up on 32Auctions.
- Nine grants are out for congregate and home-delivered meals. A Benefits Enrollment Center (BEC) grant has been submitted for \$75,000. Elderbridge has had the grant in the past. Two volunteer grants have been submitted also. CEO Sindt reported that Iowa Medicaid Enterprise will be subcontracting with the AAAs to do screening of people on waiver waiting lists. The AAAs will have 25% of the waiting lists.

It was moved by Amanda Kaufman and seconded by Gary Caviness to approve the Fundraising Committee report as presented.

Aye: all (the motion was declared carried.)

**1.3 Older Iowans Legislature Annual Meeting Report**

CEO Sindt reported that Lionel Foster, Stacia Timmer, and herself attended the OIL Annual meeting via Zoom. Kelly Garcia from HHS, Liz Matney from Iowa Medicaid, and Zach Rhein from Adult and Disability Services all presented at the meeting. The OIL priorities did not change from last year. The bills from last year were not adopted so OIL is approaching them differently this year. The AAAs are aligned with OIL and i4a in trying to get one dementia specialist who would be employed at each area agency on aging.

**1.4 Joint Planning Committee Appointments**

**1.4.1 Discussion of potential meeting dates in November**

CEO Sindt requested volunteers from the Board to participate on the Joint Planning Committee where direct services and subcontracted services are prioritized for the next fiscal year. Gary Vaciness, Linda Vaudt, and Amanda Kaufman volunteered to participate. The meeting will be at the Algona Senior Center and those attending in person can have lunch at the meeting site. The Zoom option will also be available. It was decided to meet on November 9, 2023, at 10:00 a.m. at the Algona Senior Center.

It was moved by Linda Vaudt and seconded by Larry Pedley that the Joint Planning Committee meeting will be on November 9, 2023, at 10:00 a.m. at the Algona Senior Center. The nominees of Gary Caviness, Linda Vaudt, and Amanda were also approved.

Aye: all (The motion was declared carried.)

**1.5 Review and Approval of the Annual Report**

CEO Sindt reported that a rough draft of the Annual Report was sent out to the Board members before the meeting. President Huizenga stated that he emailed out his picture and “Letter from the President” late in the afternoon the day before the Board meeting. His information will be added to the Annual Report and the managers will review the report for final approval before it is sent to the printers. Board members will also be emailed the final draft of the Annual Report before it is printed.

It was moved by Steve Kruse and seconded by Amanda Kaufman to approve the Annual Report as presented with final approval by email once it is updated with President Huizenga’s information. County reports will also be emailed for approval.

Aye: all (the motion was declared carried.)

CEO Sindt asked CFO Presswood to email the County Reports out to the Board members.

**1.6 Board of Supervisor Visits**

CEO Sindt reported that the scheduling of county visits will begin once the Annual Report is received from the printers. Board members and Advisory Council members will be encouraged to attend the Board of Supervisors meetings and will be notified of the meeting schedule by email.

**2.0 Finance Report – Jodi Presswood, CFO**

**2.1 Finance Report**

CFO Presswood reported on the following:

- Cash balances are in good shape as ADS has been consistent in sending out funding.
- All of the accounts have been updated with the new signatories. Waiting for confirmation for one account.
- Some revenues have been received this year. ADS owes Elderbridge roughly \$186,000 from FY23.
- Working on getting the books for FY23 completely closed which will change the financials for this year. The next meeting should have up-to-date financials.
- The annual audit is coming up and should know by the next Board meeting when that will take place.

It was moved by Larry Pedley and seconded by Steve Kruse to approve the financial report as presented.

Aye: all (the motion was declared carried.)

**3.0 Agency Program Reports**

**3.1 Volunteer Program Report – Laura Allen**

- There are currently 59 volunteers with two waiting for background checks.
- The Community Kindness project will be at the end of October in Mason City. NIACC will be partnering with Elderbridge over a couple of days to get seniors' yards raked.

- Happy Mail Project – 200 people receive the cards every other month to help combat loneliness.
- Santa for Seniors is coming up and there will be five counties this season. Clay, Kossuty, Cerro Gordo, Webster, and Hamilton.
- From January 2023 to date Elderbridge volunteers have driven over 26,000 miles to help seniors to appointments.
- Shannon Oyen, a volunteer, participated in the Algona Band Day.
- McKesson donated roughly 150 to 200 bags for Santa For Seniors in Cerro Gordo County. The bags contain a variety of items.
- The Community Care Corps grant kicked off as of October 1, 2023. Elderbridge will receive \$50,000 over 18 months.

### **3.2 COO Report – Stacia Timmer**

- Seeing an influx of complicated cases. Looking at wait lists in some of the programs because they require long-term care coordination.
- ADS will be doing a desk audit this fall for contracts and legal aid services and in the spring they will monitor the Healthy Aging program.
- Elder Justice Grant – focuses on elder rights and staff are continuing to work on cases.
- An all-staff meeting will be on October 25, 2023, at the Mason City Chamber of Commerce. A local mental health therapist will be the speaker.
- With the start of the fiscal year, the Healthy Aging department has been busy putting nutrition intakes into the Wellsky system.

### **3.3 CEO Report – Shelly Sindt**

- October 10 is Mental Health Awareness Day. Staff members will be given 2 hours to take off in the next two weeks.
- Vaccine Grants – Vaccine events have been scheduled. Staff are doing a vaccine event in Thornton and a vaccine event is scheduled for Spencer on October 11 at the Occasions Center along with Clay County Public Health. Later in October, a vaccine event will be in Rockwell. Cerro Gordo County Public Health will also attend that event. Elderbridge will receive \$92,000 to promote vaccines. HyVee Pharmacy is going to subcontract with the AAAs to do shot clinics. Twenty-five dollar gift cards will be given out at the events.
- CEO Sindt will be part of a virtual conference with the Gazette in Iowa City and will be on a panel talking about the aging needs of Iowans. The Long Term Care Ombudsmen and AARP will also be in attendance on October 13 and 14, 2023.
- Managers continue to work on the structure and flow of different departments to make the implementation of programs more efficient. The Lifelong Links structure and flow will be reviewed on October 12, 2023.
- The commercial has been shot for the vaccine grant but is not available yet. Steve Kruse was in the commercial. Board member Kruse stated that it was very well done and he enjoyed doing it. The AAAs will own the commercial and will be able to utilize it.

## **4.0 Community Relations**

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

## **5.0 Coming Dates**

- 5.1** Next Board Meeting – November 14, 2023, 10:00 a.m. via Zoom. It was decided to have the Board meeting on November 14. CEO Sindt and COO Timmer will be traveling to a conference. CEO Sindt will participate via phone.
- 5.2** Virtual Caregiver Support Group, 3<sup>rd</sup> Thursday every month, 3:00 to 4:00 p.m. by Zoom
- 5.3** Caregiver Support Group – Virtual meeting, the fourth Tuesday of the month at 9:30 a.m. by Zoom, Mason City area
- 5.4** Webster County Caregiver Support Group – 3<sup>rd</sup> Wednesday of the month from, 3:00 to 4:00 p.m., First Baptist Church, Fort Dodge
- 5.5** Clay County Caregiver Support Group – virtual, 3<sup>rd</sup> Tuesday of the month from 10:00 to 11:00 a.m. by Zoom
- 5.6** Coon Rapids Caregiver Support Group – 1<sup>st</sup> Tuesday of the month from 3:00 to 4:00, United Methodist Church, Coon Rapids
- 5.7** Frontotemporal Dementia (FTD) Support Group – 2<sup>nd</sup> Thursday of the month, contact Deb Scharper at [dscharper@theaftd.org](mailto:dscharper@theaftd.org), Iowa link: <https://www.theaftd.org/iowa/>
- 5.8** Advisory Council Meeting – October 18, 2023, 10:30 a.m. in person at the Fort Dodge Elderbridge office or via Zoom.

## **7.0 Adjournment**

### **7.1** Adjournment

There being no further business before the Board, it was moved by Linda Vaudt and seconded by Larry Pedley that the meeting be adjourned at 11:15 a.m.

Aye: all (the motion was declared carried.)