



**ELDERBRIDGE AGENCY ON AGING  
 ADVISORY COUNCIL MEETING MINUTES  
 Zoom Conference Call  
 Wednesday, February 28, 2024  
 9:00 a.m.**

**0.0 Call to Order**

Vice Chair Lisa Rockhill called the meeting to order at 9:04 a.m.

**0.1** The Advisory Council members, staff members, and guests introduced themselves. Also present were: Shelly Sindt, CEO, Stacia Timmer, COO, Amy Simpson, Executive Assistant, and Laura Allen, Volunteer Coordinator. Amanda Kaufman, Liaison to the Advisory Council was Absent. A quorum was present with 15 members in attendance.

Vacant Audubon		Deb Sabin Franklin	A	Vacant Osceola	
Lisa Funk Buena Vista	A	Penny Tiffany Greene	Ph	Diana Elbert Palo Alto	Ph
Carl Legore Calhoun	Ph	Vacant Guthrie		Linda Saathoff Pocahontas	Ex
Michelle Klocke Carroll	A	Becky Koppen Hamilton	A	Carol Auen Sac	Ph
Lionel Foster Cerro Gordo	Ph	Amy Callahan Hancock	Ex	Deb Kratochvil Sioux	Ph
Randy Van Dyke Clay	Ex	Jan Olson Humboldt	Ph	Vacant Webster	
Linda Clark Crawford	Ph	Dan Peterson Kossuth	Ph	Vacant Winnebago	
Carol DeSchepper Dickinson	Ph	Lisa Rockhill Lyon	Ph	Sandra Olson Worth	Ph
Jessica Carlson Emmet	Ph	Deb Scharper Mitchell	Ex	Tracy Crees Wright	A
Pat Gansen Floyd	Ph	Eric Erickson O'Brien	A	Amanda Kaufman Board Rep	A
Vacant At-large		Vacant At-Large		Dan Skelton At-Large	Ph

**0.2** Items to be added to/deleted from the Agenda by Council Members and Staff  
No new items were added to the agenda.

**0.3** Adopt Agenda

It was moved by Dan Peterson and seconded by Jan Olson to adopt the February 28, 2024, meeting agenda. Motion carried.

**1.0** Council Affairs

**1.1** Approval of the August 23, 2023, Advisory Council Meeting Minutes

It was moved by Dan Skelton and seconded by Diana Elbert that the August 23, 2023, meeting minutes be approved. Motion carried.

**1.2** Seating of at-large member Carl Legore to Calhoun County and Linda Clark, Guthrie County  
CEO Sindt reported that Leane Bodle of Calhoun County had passed away. At-large member Carl Legore will be moved to the Calhoun County vacancy. His 1<sup>st</sup> term will begin July 1, 2024. Linda Clark from Guthrie County has extensive experience working with the senior community and will be a great asset to the Advisory Council. Carol DeSchpeer, Dickinson County, was thanked for her 6 years of service on the Advisory Council.

It was moved by Jessica Carlson and seconded by Lionel Foster to seat Carl Legore and Linda Clark to the Advisory Council. Motion carried.

**1.3** Slam Dunk Fundraising Report

CEO Sindt reported that the Slam Dunk Fundraiser has started and will conclude on March 3. There are 190 items to be auctioned and Advisory Council members were encouraged to go to the 32Auctions website to view and bid on items. To date, \$23,100 has been raised and the goal is \$25,000. The next Fundraising Committee meeting is scheduled for March 6, 2024. A full report on the Slam Dunk Fundraising event will be shared at the May Advisory Council Meeting.

**1.4** Joint Planning Committee Report

CEO Sindt reported that the Joint Planning Committee meets once a year in November. The committee consists of Board members and Advisory Council members. CEO Sindt and COO Timmer explain in detail to the committee the services Elderbridge provides. The Joint Planning Committee then establishes priorities for the next fiscal year for budgeting and Area Plan development. The indirect and direct services were ranked. Direct services are provided by Elderbridge staff and indirect services are subcontracted to agencies in the community. The services were ranked as follows:

Direct Services

1. Home Delivered Meals
2. Congregate Meals
3. Case Management
4. Elder Rights/High Risk CM
5. Material Aid
6. Health Promotion – Evid. Based
7. Outreach
8. Training & Education
9. Nutrition Counseling

Indirect Services

1. Homemaker
2. Personal Care
3. Transportation
4. Respite
5. Behavioral Health
6. Chore
7. Emergency Response
8. Health Promotion – Disease Prevent.
9. Legal

CEO Sindt stated that there is a bill in the Iowa Legislature to change the mental health system in Iowa to better serve the disabled community. Behavioral health along with the Aging and Disability Resource Centers (ADRCs), which are the AAAs, will be in regions across the state. The bill has not passed yet, but will in some form.

It was moved by Dan Peterson and seconded by Dan Skelton to approve the Joint Committee report as presented. Motion carried.

**1.5 Review and Approval of Area Plan Update**

COO Timmer stated that a rough draft of the Area Plan Update was included in the meeting packet. Under the 4-year plan, yearly updates are required to look at goals, strategies, gaps in service, and budgets. Elderbridge will have to submit a 4-year Area Plan for FY 25-26. Three goals are part of the update and gaps are reviewed under each goal. COO Timmer explained in detail each goal and the remedies for closing the gaps in service for each goal. Guthrie and Emmet counties were focused on this year as the referrals were low.

It was moved by Jan Olson and seconded by Lionel Foster to approve the Area Plan Update as presented. Motion carried.

**1.6 Upcoming Advisory Council Term Renewals and Completions**

CEO Sindt stated that the packet has a list of counties that are up for renewal and terms that will be completed. Council members were encouraged to look to see if their terms were up. Amy Simpson will be sending an email to members representing the counties identified with an application attached to renew terms. Council members can also indicate at that time if they do not want to serve another term.

**1.7 Current vacant counties: Audubon, Crawford, Osceola, Webster, Winnebago**

Efforts are ongoing to fill the vacant counties. Council members were encouraged to recommend candidates for those counties.

**1.8 LifeLong Links Program Report**

- Information and Referral Specialists are the first line of service at the agency. The I&A Specialists will help callers or walk-ins get services from Elderbridge and local service providers. Once in the system, they are referred to Options Counselors who will match them up with appropriate services. If Elderbridge cannot assist the caller they are referred to proper agencies that can provide services.
- Clients are with Options Counselors for a maximum of 90 days. If a client needs longer service they are referred to long-term case management.
- I&A staff also help clients with Medicaid waiver applications and other applications when appropriate.
- There was an increase in Options Counseling services during the pandemic and this continues after the pandemic.
- The Iowa Return to Community (IRTC) program also increased the number of older adults served by Elderbridge.

## **2.0 Board Liaison Report**

- The CEO performance review has been completed.
- Elderbridge will be celebrating 50 years of operation this June. Each office will be planning a 50<sup>th</sup> Anniversary Celebration. The Advisory Council will be informed when those celebrations take place.

## **3.0 Agency Reports**

### **3.1 Volunteer Program Report – Laura Allen**

- April is Volunteer Appreciation Month. Appreciation events have been scheduled for Mason City on April 23 and Spencer on April 24. Events for Fort Dodge, Guthrie Center, and Carroll will be scheduled soon.
- There are currently 69 direct care volunteers who do a variety of things including telephone reassurance, errand buddy, and transportation.
- In 2023, volunteers reported that 25,651.6 miles were logged taking clients to medical appointments, grocery stores, etc.
- The Charles City area needs volunteers.
- CEO Sindt and Laura Allen thanked the Advisory Council members for getting items for the fundraiser.
- The Community Care Corps grant of \$50,000 for the Volunteer Program has been focused on transportation and volunteer appreciation events.
- Applebees fundraisers were held in Mason City and Fort Dodge. The results are not in yet.
- The Happy Mail program and the Volunteer Transportation program have been submitted by CEO Sindt to USAging for an award.

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

- Home and Community-Based Service (HCBS) contracts will be issued soon. Request for proposals (RFPs) will be sent out soon. Contracts will begin on July 1.
- The Area Plan update is due April 4 and is nearly completed. The new 4-year Area Plan will be started soon. Community needs assessments will be coming up. The Advisory Council will be involved with those assessments.
- The volunteer program received the Community Care Corps grant which has been beneficial for the volunteers as well as the older adults they serve.
- The Healthy Aging department will be starting to work on the nutrition contracts for the next fiscal year.
- The COO will be doing another Advisory Council training soon for the new Advisory Council members. Members will be informed when that is scheduled.

### **3.3 CEO Report – Shelly Sindt**

- The federal funding at this time is operating on a continuing resolution.
- The Older Americans Act is in the process of being updated. Some of the updates may affect how the AAAs do business. The AAA Directors will be meeting with Zach Rhein, ADS Director to begin discussions.
- It is not anticipated that funding will increase and will remain status quo.
- The demand for services has gone up 30% since the pandemic. Increased funding is important.

#### **4.0 Community Relations**

##### **4.1 County Updates – Feedback from Council Members**

- Cerro Gordo County – encouraged Council members to join the Older Iowans Legislature.

#### **5.0 Coming Dates**

**5.1** Next Advisory Council Meeting – May 29, 2024, 9:00 a.m., via Zoom

**5.2** Next Board Meeting – March 12, 2024, at 10:00 a.m. via Zoom

**5.3** Caregiver Support Group – Virtual or in-person 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** 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/>

**5.7** Slam Dunk Against Hunger Online Fundraiser – February 25-March 3, 2024

#### **6.0 Adjournment**

##### **6.1 Adjournment**

There being no further business before the Advisory Council it was moved by Dan Skelton and seconded by Dan Peterson that the meeting be adjourned at 10:44 a.m. Motion carried.