

ELDERBRIDGE BOARD OF DIRECTORS
Elderbridge Agency on Aging
Meeting Minutes
Zoom Conference Call
March 11, 2025, 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, Sandra Jackson, LLL Director, and Amy Simpson, Executive Assistant were present. Sandy Olson, Liaison to the Advisory Council, was absent.

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	Ph
Linda Vaudt	Ph	Beth Will	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 March 11, 2025, Board agenda as presented. It was moved by Steve Kruse and seconded by Linda Vaudt that the agenda be adopted.

Aye: all (the motion was declared carried.)

1.0 **Board Affairs**

1.1 Approval of February 11, 2025, Board meeting minutes

President Huizenga called for a motion to approve the February 11, 2025, meeting minutes. It was moved by Beth Will and seconded by Gary Caviness that the February 11, 2025, meeting minutes be approved.

Aye: all (the motion was declared carried.)

1.2 Slam Dunk Fundraising Report

Chair Kruse reported that the Fundraising Committee met on February 5, 2025, and the following items were discussed.

- The silent auction had a total of 203 items. The total raised for the event was \$25,026.43. CEO Sindt reported that more donations could be coming in so the total amount collected may change.

- Laura Allen and Tammie McCreedy will be attending the 43 North Iowa and Hammers & Heels fundraisers to get ideas for the next fundraiser. Chair Kruse will also attend the events and pay for Elderbridge staff to attend.
- Chair Kruse followed up with Fareway concerning doing a roundup fund drive at Fareway. Still waiting to hear from the grocery manager.
- Knights of Columbus has been contacted concerning fundraising.

It was moved by Larry Pedley and seconded by Jill Hawkinson to approve the Slam Dunk Fundraising report as presented.

Aye: all (the motion was declared carried.)

1.3 Public Hearing Report

COO Timmer reported the following:

- As mandated, a public hearing was held on February 26, 2025, to allow for public input concerning the 4-year Area Plan. It was advertised through the website, PSAs, and email.
- There were 15+ attendees at the public hearing.
- The public hearing was discussed at the Advisory Council meeting that immediately followed the public hearing.

It was moved by Linda Vaudt and seconded by Jill Hawkinson to approve the Public Hearing report as presented.

Aye: all (the motion was declared carried.)

1.4 Review and Approval of 4-year Area Plan

COO Timmer reported on the following

- The plan is mostly complete. Revisions are being done per ADS. The goals and objectives have been completed.
- The four goals and objectives in the Area Plan were explained in detail to the Board.
- Dementia Specialist – hoping for funding at the State level, to have a Dementia Specialist in each AAA.
- President Huizenga indicated his law firm is available to use as a legal resource in the Area Plan in addition to Iowa Legal Aid.

It was moved by Linda Vaudt and seconded by Gary Caviness to approve the 4-year Area Plan as presented.

Aye: all (the motion was declared carried.)

1.5 Upcoming Board Vacancies

CEO Sindt reported that three members will be leaving the Board on July 1, 2025. Three seats will be open, but a minimum of two positions need to be filled to maintain a nine (9) member Board. Currently looking at candidates from the Advisory Council. Dan Skelton and Lisa Rockhill will be asked to submit applications. Candidates for the 3rd Board opening will also be sought.

1.6 FY26 Budget Approval

CFO Presswood reported on the following:

- The budget included in the packet is an estimate of federal and state funding.
- Hoping for a continuing resolution at FY24 levels.
- Looking at ways to trim down and save money in the budget.
- Moving into FY26 as contracts are being drafted a minimum of 10% will be withheld and looking at not including the NSIP amounts in the budget for contracts. If money is received the contracts will be amended to include the additional money.
- Local public funds were cut back to \$140,000 from \$190,000 because it is not certain what the counties will do given the current climate of state and federal funding.
- CEO Sindt stated funding is currently volatile and that Elderbridge is being proactive in reducing or trimming the budget where possible.

It was moved by Larry Pedley and seconded by Jill Hawkinson to approve the FY26 budget as presented.

Aye: all (the motion was declared carried.)

2.0 Advisory Council Report – Linda Vaudt

Board member Vaudt reported that the Advisory Council met on February 26, 2025. The 4-year Area Plan was discussed and voted upon by the Advisory Council. The new CEO was announced and the members thanked CEO Sindt for her service, and she will be missed.

3.0 Finance Report – Jodi Presswood, CFO

3.1 Finance Report

- The FY23 audit has been submitted.
- The FY24 audit will begin after tax season is over in May. The audit will go smoother for FY24.
- The closing of FY24 has begun and will take several weeks
- RFA's will be sent out soon seeking bids from auditors for the FY26 audit.
- Have a contingency plan in place in case of a federal government shutdown. The agency can operate for approximately 3 months in case of a government shutdown.
- Monies from grants Elderbridge received have helped with revenues.

It was moved by Beth Will and seconded by Amanda Kaufman to approve the financial report as presented.

Aye: all (the motion was declared carried.)

4.0 Agency Program Reports

4.1 LifeLong Links Report – Sandra Jackson

- Staff are busy helping customers with rent reimbursement.
- Increase in caregiver services.

- All staff are certified as aging and disability specialists through Inform USA.
- A Caregiver Appreciation event is scheduled for April 30 in Mason City starting at 9:30 a.m.
- IRTC Coaches are busy with referrals at this time of year.
- BEC grant will be ending at the end of August.
- Elder Justice Grant serves a targeted population of seniors who are at risk of self-neglect, hoarding, and financial fraud.

4.2 COO Report – Stacia Timmer

- COO Timmer announced that LifeLong Links Director Jackson will become the COO on July 1.
- Elderbridge got a new phone system with Access Systems based in Des Moines. Money will be saved with the new phone system.
- New HCBS contracts for FY26 have been sent out to current subcontractors and a few new agencies.
- Working on the Area Plan and budget to ensure Elderbridge is not over budget.
- COO Timmer and CEO Sindt will present the Area Plan to HHS Director Kelly Garcia on May 5.
- ADS staff will be visiting the Spencer office to review the Area Plan on March 12.

4.3 CEO Report – Shelly Sindt

- For the HCBS and nutrition contracts looking at putting in language that subcontractors can only get 1/12 of their award each month so they do not overspend before the end of the contract and ask for more money.
- On March 26, CEO Sindt and COO Timmer will be going to Des Moines to meet with Zach Rhein, ADS Director, to try to improve communication between ADS and the AAAs.
- March 27, is the Legislative Day on Capitol Hill. The paper plate drive will be distributed.
- The bill for the dementia specialist at each AAA has passed the funnel.
- An increase in funding for the meal program is still in question. It is hoped the paper plate drive will help with the funding of the nutrition program.
- Not sure if the LifeLong Links call center will continue.
- Hoping that a continuing resolution is passed to avoid a government shutdown. Elderbridge has enough funds to operate for 3 months if that happens.

5.0 Community Relations

- 5.1** County Updates – Feedback from Board Members and the General Public.
No county updates were reported.

6.0 Coming Dates

- 6.1** Next Board Meeting – April 8, 2025, 10:00 a.m. via Zoom
- 6.2** Caregiver Support Group – Virtual or in-person meeting, the fourth Tuesday of the month at 9:30 a.m. by Zoom, Mason City area
- 6.3** Webster County Caregiver Support Group – 3rd Wednesday of the month from, 3:00 to 4:00 p.m., First Baptist Church, Fort Dodge
- 6.4** Clay County Caregiver Support Group – virtual, 2nd Wednesday of the month from 10:30 to 11:30 a.m. via Zoom – Kayley Brown

- 6.5 Frontotemporal Dementia (FTD) Support Group – 2nd Thursday of the month, contact Deb Scharper at dscharper@theaftd.org, Iowa link: <https://www.theaftd.org/iowa/>
- 5.6 Next Advisory Council Meeting – May 28, 2025, 9:00 a.m. via Zoom.
- 6.7 Caregiver Appreciation Event – April 30, 2025, 9:30 a.m. to 3:00 p.m., Columbia Club, 551 S. Taft Avenue, Mason City

7.0 Adjournment

7.1 Adjournment

There being no further business before the Board, it was moved by Steve Kruse and seconded by Linda Vaudt that the meeting be adjourned at 11:25 a.m.

Aye: all (the motion was declared carried.)