

# ELDERBRIDGE BOARD OF DIRECTORS

## Elderbridge Agency on Aging

### Meeting Minutes

Zoom Conference Call

April 8, 2025, 10:00 a.m.

#### 0.0 Call to Order

The meeting was called to order by President Huizenga at 10:03 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, Jacob Beaver, HR Director, and Amy Simpson, Executive Assistant were present. Sandy Olson, Liaison to the Advisory Council, was present.

#### 0.2 Roll Call

Jill Hawkinson	Ph	Larry Pedley	Ph
Amanda Kaufman	Ph	Steve Kruse	Ph
Ethan Huizenga	Ph	Barry Anderson	Ph
Gary Caviness	Ex	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 April 8, 2025, Board agenda as presented. It was moved by Steve Kruse and seconded by Jill Hawkinson that the agenda be adopted.

Aye: all (the motion was declared carried.)

#### 1.0 Board Affairs

##### 1.1 Approval of March 11, 2025, Board meeting minutes

President Huizenga called for a motion to approve the March 11, 2025, meeting minutes. It was moved by Barry Anderson and seconded by Jill Hawkinson that the March 11, 2025, meeting minutes be approved.

Aye: all (the motion was declared carried.)

##### 1.2 Fundraising Committee Report

Chair Kruse reported that the Fundraising Committee met on April 2, 2025, and the following items were discussed.

- The silent auction had a total of 203 items. The total raised for the event was \$28,184.27.
- The PayPal expenses will be reviewed and discussed for the next online auction because the fees affect the total donation received by Elderbridge.

- Chair Kruse and Tammie McCready attended the “Dancing for the Dream” fundraiser and \$140,000 was raised. Laura Allen and Tammie McCready will be attending the Hammers & Heels (Habitat for Humanity) fundraiser along with Chair Kruse to get ideas for the next fundraiser.
- Fareway of Mason City has contacted corporate concerning having a “Roundup” campaign for Elderbridge. Waiting to hear from Fareway.
- The Farm Bureaus will be approached again for donations. Need to find out their budget cycles so Elderbridge can ask for donations at the right time.
- Laura Allen received another \$122,702 from the Community Care Corps grant for the Volunteer program.
- There are 17 grants out for IRTC, the Volunteer Program, client assistance, the Meal Program, and for the purchase of a new vehicle.

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.)

### **1.3 Board and Advisory Council Vacancies Update**

CEO Sindt reported that there are currently 10 members on the Board and the Board can have a minimum of 9 members and a maximum of 12 members. Lori Hain, Larry Pedley, and Barry Anderson have completed their 2<sup>nd</sup> terms. Steve Kruse is up for a 2<sup>nd</sup> term but has decided not to renew for another term. Two applications for the Board have been received. Inquiries have been made to other individuals. If Board members know of any candidates for the Board they were encouraged to contact CEO Sindt. Many of the Advisory Council members have renewed for another term. Hancock and Sac counties will be vacant as of July 1, 2025. CEO Sindt stated that she would like to leave with the Board and Advisory Council groups in good standing for COO Timmer.

### **1.4 4-year Area Plan Update**

COO Timmer reported on the following

- The Area Plan was submitted to ADS on April 1, 2025. COO Timmer thanked staff for their time and contributions to completing the 4 year Area Plan and budget.
- ADS will review the plan and send back comments and suggestions.
- In May, CEO Sindt and COO Timmer will present the 4 year Area Plan to Kelly Garcia, HHS Director.
- The 4 year Area Plan will be implemented on July 1, 2025.
- The 4 year Area Plan will be presented to staff in June.

### **1.5 ADRC status update**

CEO Sindt reported on the following:

- CEO Sindt and COO Timmer will be meeting with UCEDD, who received the bid for the ADRC Call Center and technical assistance, on April 14, 2025. NEI3A met with UCEDD last week and the call center switchover will not happen on July 1, 2025.
- The Lifelong Links call center at NEI3A will continue for another year. Elderbridge will receive funding for I&A staff to be backup for out-of-state calls.

- ADRC will stay status quo until UCEDD is ready to take over the ADRC Call Center. CEO Sindt, COO Timmer, and LLL Director Jackson will be meeting with Zach Rhein, ADS Director next week concerning the call center.
- Reached out to Russell Wood, Director of Central Iowa Community Services (CICS) to locate CICS employees at the Elderbridge offices. CICS is already located at the Fort Dodge office. There is office space in Mason City and Spencer for CICS staff.

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

**2.1 Finance Report**

- The final draft of the FY23 audit has been received.
- Still in the closing process for FY24. Currently working on the FY25 budget and the Area Plan budget that is due in early April.
- The audit for FY24 will begin soon. The auditor is waiting for tax season to conclude.
- ADS advised Elderbridge to reduce 10% on federal funding sources when doing contracts. This will help Elderbridge decide what monies will be distributed for HCBS and nutrition contracts. It is not known exactly when the fund reductions are likely to occur.
- The cash flow for the agency is in good standing.
- Q4 state and federal funding allocations should be arriving soon.
- Money was moved from First Citizen’s Bank to cover payroll. Once the federal funding arrives that money will be put back.

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

Aye: all (the motion was declared carried.)

**3.0 Agency Program Reports**

**3.1 LifeLong Links Report – Sandra Jackson**

- Benefits Enrollment Center Grant – staff are doing creative outreach to try and reach Medicare-eligible individuals. Information also went in the newsletter concerning the BEC grant.
- The Elder Justice Grant targets high-risk, high-need individuals. Homelessness has increased.
- IRTC Program – helps connect Medicare-eligible individuals with programs and services once they are discharged from the hospital or nursing home. Referrals for this program have been consistent.
- A Caregiver Appreciation event is scheduled for April 30 at the Columbia Club in Mason City starting at 9:30 a.m.
- Referrals for the case management program have been steadily increasing as more and more seniors need long-term assistance.

**3.2 COO Report – Stacia Timmer**

- Coming to a close with the current HCBS and Nutrition contracts. Site evaluations will start soon.

- FY26 HCBS new contracts have been coming in. The next step is to review the RFA's and see what is available for funding for the applicants.
- Nutrition contracts – emails have gone out to meal sites concerning their funding and what has been spent. Some sites have overspent and some have not. New nutrition contracts will have a limit that can be spent each month so they do not run out of money towards the end of their contracts.
- An all-staff meeting will be scheduled in June to start the fiscal year and to celebrate CEO Sindt's retirement.
- Received a grant of \$122,702 from Community Care Corps to support the Volunteer Program. Laura Allen, Volunteer Coordinator has been instrumental in getting this grant.

### **3.3 CEO Report – Shelly Sindt**

- CEO Sindt and COO Timmer visited the capitol on March 26. More money was requested to support the meal program and the paper plates from the paper plate campaign were presented to the legislators. Do not know yet if additional funding will be received.
- Funding for a Dementia Specialist at each AAA has made it through two funnels at the state level. Funding for a Dementia Specialist looks promising.
- Representative Ann Meyer from the Webster County area is championing the need for funding the meal program.
- Federal cuts to HHS have affected the Administration for Community Living (ACL) which is Elderbridge's federal partner. Older Americans Act funding flows through ACL to the state of Iowa to distribute to the AAAs. It is a guessing game as to how the funding will flow.
- CEO Sindt communicated with legislators about her concerns with the possible changes to funding streams. The continuing resolution keeps Elderbridge's funding flowing until September 30.
- Grant writer Tammie McCready is currently writing grants to update Elderbridge's technology which includes computers, printers, and monitors. She is also writing grants for the agency to purchase a new vehicle for staff to use in the field.
- Emily Winker will become the LLL Director on July 1, 2025.

## **4.0 Community Relations**

### **4.1 County Updates – Feedback from Board Members and the General Public.**

No county updates were reported.

## **5.0 Coming Dates**

- 5.1** Next Board Meeting – May 13, 2025, 10:00 a.m. via Zoom. The June Board meeting will be on the 17th, at the Spencer Elderbridge office.
- 5.2** Caregiver Support Group – Virtual or in-person meeting, the fourth Tuesday of the month at 9:30 a.m. by Zoom, Mason City area
- 5.3** Webster County Caregiver Support Group – 3rd Wednesday of the month from, 3:00 to 4:00 p.m., First Baptist Church, Fort Dodge
- 5.4** Clay County Caregiver Support Group – virtual, 2nd Wednesday of the month from 10:30 to 11:30 a.m. via Zoom – Kayley Brown
- 5.5** Frontotemporal Dementia (FTD) Support Group – 2nd Thursday of the month, contact Deb Scharper at [dscharper@theaftd.org](mailto: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.
- 5.7 Caregiver Appreciation Event – April 30, 2025, 9:30 a.m. to 3:00 p.m., Columbia Club, 551 S. Taft Avenue, Mason City

**6.0 Adjournment**

**6.1 Adjournment**

There being no further business before the Board, it was moved by Steve Kruse and seconded by Beth Will that the meeting be adjourned at 11:34 a.m.

Aye: all (the motion was declared carried.)