

ELDERBRIDGE BOARD OF DIRECTORS
Elderbridge Agency on Aging
Meeting Minutes
Zoom Conference Call
May 13, 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, Laura Allen, Volunteer Coordinator, 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	Ex
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 May 13, 2025, Board agenda as presented. It was moved by Steve Kruse and seconded by Beth Will that the agenda be adopted.

Aye: all (the motion was declared carried.)

1.0 **Board Affairs**

1.1 Approval of April 8, 2025, Board meeting minutes

President Huizenga called for a motion to approve the April 8, 2025, meeting minutes. It was moved by Barry Anderson and seconded by Jill Hawkinson that the April 8, 2025, meeting minutes be approved.

Aye: all (the motion was declared carried.)

1.2 Governance Committee Report

1.2.1 Discussion and approval of Advisory Council applications: Lionel Foster, Cerro Gordo; Melissa Loehr, Clay; Morgan Saunders, Crawford; Jan Olson, Humboldt; Sue Krogman, Osceola; Deb Kratochivil, Sioux; and Tracy Crees, Wright; for July 1, 2025.

CEO Sindt stated the Governance Committee met before the Board meeting to discuss the applications for the Advisory Council. All of the applicants are returning members with

the exception of Melissa Loeher, Clay County, who will be new to the Advisory Council. The Governance Committee recommends all applicants for approval by the Board.

It was moved by Linda Vaudt and seconded by Jill Jawkinson to approve the Advisory Council applications as presented.

Aye: all (the motion was declared carried.)

1.2.2 Board Applications: Lisa Rockhill, Lyon County; and Crystal Meier, Cerro Gordo County for terms beginning July 1, 2025.

CEO Sindt reported that Lisa Rockhill has served on the Advisory Council and was in her 2nd term. She worked for Lyon County and has experience working with the elderly and people with disabilities. CEO Sindt and COO Timmer met with Crystal Meier from Cerro Gordo County, who is an active member of the Mason City community and wants to be an advocate for seniors in Iowa. Both applications are recommended for approval.

It was moved by Lori Hain and seconded by Jill Hawkinson to approve the Board applications as presented.

Aye: all (the motion was declared carried.)

1.2.3 Discussion and recommendations for slate of officers for FY25-26

CEO Sindt stated that the Governance Committee discussed a possible slate of officers for FY 25-26 and that she has spoken with Board members about serving. The recommended slate of officers is Beth Will, President; Ethan Huizenga, Vice President; Linda Vaudt, Treasurer; and Jill Hawkinson, Secretary. Nominations from the floor at the June Board meeting will be accepted should other Board members want to serve as officers.

1.2.4 Current County Vacancies: Lyon, Hancock, and Sac

CEO Sindt reported that as of July 1, 2025, Lyon, Hancock, and Sac counties will be vacant. Efforts are ongoing to fill the vacant counties.

1.3 Federal Advocacy

CEO Sindt and COO Timmer reported on the following:

- On April 1 the Administration for Community Living (ACL) was eliminated. Federal funding flows through this agency to the states and down to the AAAs.
- The proposed budget has the meal program moving to the Administration for Children and Families. The rest of the programs and funding will go to the Centers for Medicare and Medicaid.
- CEO Sindt has been advocating that the Older Americans Act not be dismantled and broken up, rather remain in tact under the Administration for Children and Families.
- Because of the dismantling of ACL, there has been a delay in the flow of federal funding. The money should be arriving the week of May 12. Contingency planning was in place in case there was a delay in funding.

- Zach Rhein, ADS Director indicated that the state would provide funding for three months if a delay happens.
- COO Timmer reported that she has been advocating to state representatives which included Randy Feenstra. COO Timmer will be keeping Randy Feenstra's staff apprised of what is happening.
- COO Timmer presented the Area Plan to Kelly Garcia, HHS Director. It was requested that Kelly Garcia advocate for keeping the Older Americans Act intact and move it to the Administration for Children & Families, which she agreed to do.
- Evidenced-based programs, SHIP and Long Term Care Ombudsman programs are in jeopardy.

1.4 Legislative Session

CEO Sindt and COO Timmer reported on the following

- The Iowa Legislature is still in session.
- The Dementia Specialist position as hoped, will not be funded by the state.
- \$120,000 increase to state Elderly Services dollars for the AAAs, which is about \$20,000 for each AAA.
- No increase in funding for the meal program

2.0 Finance Report – Jodi Presswood, CFO

2.1 Finance Report

- Some areas are over budget or skewed due to grants that have been received.
- Waiting to hear from the auditor to schedule the FY24 audit. When grant funding is received the budget will be on target.
- The finance department is working on the new fiscal year setup process.
- HCBS contract tracking sheets to correlate with the contracts are in process. The same is happening with the nutrition contracts.
- The Area Plan budget is finished and submitted to ADS along with the 3A-1 form, and Cost Allocation Plan.
- Cash is in good standing and could cover costs if needed for three months.

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

Aye: all (the motion was declared carried.)

2.2 Approval of updating authorizations at banking institutions

CFO Presswood stated that she needs to update the authorizations at the banking institutions. In the past names have been associated with the job titles for authorization. Approval is needed to have specific titles indicated for authorizations to minimize the need to have the Board vote to change the names for the banking authorizations. The titles that will be listed are CEO, CFO, Treasurer, and Board President on all accounts and CDs. With titles listed on accounts the need to have the Board approve the name changes will be eliminated. The effective date for the change would be July 1, 2025.

It was moved by Steve Kruse and seconded by Beth Will to approve the titles of CEO, CFO, Treasurer, and Board President to all accounts and CDs.

Aye: all (the motion was declared carried.)

2.3 Approval of bank change

CFO Presswood reported that there have been issues with Wells Fargo Bank concerning Elderbridge’s checking account and customer service. Banking institutions in the Mason City area were evaluated on their fee structure, convenience/location, options for online banking, and ACH process. It was narrowed down to three banks with the Clear Lake Bank and Trust being the final choice. The credit cards and savings account will remain with Wells Fargo Bank. The checking account only will be migrated over to Clear Lake Bank and Trust.

It was moved by Jill Hawkinson and seconded by Linda Vaudt to approve moving the checking account from Wells Fargo Bank to Clear Lake Bank and Trust.

Aye: all (the motion was declared carried.)

3.0 Agency Program Reports

3.1 Volunteer Program – Laura Allen

- There are 66 direct client volunteers. The activities they provide are transportation, errand buddy, food bank delivery, telephone reassurance, in-person companion, Happy Mail, and Chore.
- A Volunteer Appreciation event was held in March in Fort Dodge.
- Community Kindness took place in Spencer on April 30. Three houses yards were cleaned up. Over thirty high school students from the honor society participated.
- Was awarded another Community Care Corpos grant for \$122,702. The duration of the grant is 18 months.
- There will be monthly training for volunteers that will be on the 3rd Tuesday of every month and a Zoom link will be sent out. COO Timmer will be the first speaker.
- Attending the USAging Conference in Chicago in July with LifeLong Links Director, Sandra Jackson. While at the conference they will be presenting sessions concerning volunteer transportation and Community Kindness.

3.2 COO Report – Stacia Timmer

- HCBS contracts will be going out to be signed soon. There is less money for the HCBS contracts. Some subcontractors have not spent all of their funding. That funding can be reallocated to other services.
- The statewide ADRC redesign will start on July 1. COO Timmer and LLL Director Jackson will be attending an ADRC partnership meeting in Johnston on May 19.
- CICS staff will be located in three of four Elderbridge offices. Two in Mason City, one in Fort Dodge, and one in Spencer. Leases have been signed and will start June 1.

3.3 CEO Report – Shelly Sindt

- CICS – two of the offices' lease payments will go to Central Services and the Mason City sublease payment will go to Elderbridge.

- Mid Sioux Opportunity has renewed their lease in Spencer and their monthly rent was increased.
- Area Plan – some services need a direct service waiver so a Public Hearing will need to be held. It will be scheduled before the Advisory Council meeting. Evidence-based programs, Caregiver Counseling, and Caregiver Support groups will be the services needing a direct service waiver.

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 – June 17, 2025, 10:00 a.m. at 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, Iowa link: <https://www.theaftd.org/iowa/>
- 5.6** Next Advisory Council Meeting – May 28, 2025, 9:00 a.m. via Zoom.
- 5.7** Elder Rights Conference, June 11, 2025, 9:00 a.m. to 3:15 p.m., Carrollton Inn & Event Center, Carroll, Iowa

6.0 Adjournment

- 6.1** 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 11:23 a.m.

Aye: all (the motion was declared carried.)