

# ELDERBRIDGE BOARD OF DIRECTORS

## Elderbridge Agency on Aging

### Meeting Minutes

Zoom Conference Call

Tuesday, May 12, 2026, 10:00 a.m.

#### 0.0 Call to Order

The meeting was called to order by President Will at 10:03 a.m.

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

President Will called for introductions of visitors and staff. Staff members: Stacia Timmer, CEO; Sandi Jackson, COO; Jacob Beaver, HR Director; and Amy Simpson, Executive Assistant, were present. Lionel Foster, Liaison to the Advisory Council, was absent.

#### 0.2 Roll Call

Jill Hawkinson	Ph	Casee Ross	A
Amanda Kaufman	A	Lisa Rockhill	Ph
Ethan Huizenga	Ph	Crystal Meier	Ph
Gary Caviness	Ph	Beth Will	Ph
Linda Vaudt	A		

#### 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 Will called for a motion to adopt the May 12, 2026, Board agenda as presented. It was moved by Lisa Rockhill and seconded by Gary Caviness that the agenda be adopted.

Aye: all (the motion was declared carried.)

#### 1.0 Board Affairs

##### 1.1 Approval of April 14, 2026, Board meeting minutes

President Will called for a motion to approve the April 14, 2026, meeting minutes. It was moved by Ethan Huizenga and seconded by Jill Hawkinson that the April 14, 2026, meeting minutes be approved.

Aye: all (the motion was declared carried.)

##### 1.2 Governance Committee Report

###### 1.2.1 Discussion and approval of the Ad. Council applications: Sandra Olson, Worth, Jessica Carlson, Emmet, Dan Peterson, Kossuth, and Lisa Funk, Buena Vista, for 2<sup>nd</sup> terms

The Governance Committee met before the Board meeting and recommended that all aforementioned applications be approved for 2<sup>nd</sup> terms on the Ad. Council. After a brief discussion, it was moved by Lisa Rockhill and seconded by Jill Hawkinson that the applications be approved for a 2<sup>nd</sup> term to begin on July 1.

Aye: all (the motion was declared carried.)

**1.2.2** Board Application: Discussion and approval of Jill Hawkinson

The Governance Committee recommended that the application of Jill Hawkinson be approved for a 2<sup>nd</sup> term to begin on July 1. After a brief discussion, it was moved by Ethan Huizenga and seconded by Gary Caviness that Jill Hawkinson be approved for a 2<sup>nd</sup> term to begin on July 1.

Aye: all (the motion was declared carried.)

**1.2.3** Discussion and recommendation for slate of officers for FY 26-27

CEO Timmer stated that the current officers have served one term in their current positions and could serve another term. Beth Will volunteered to serve another term as President; Ethan Huizenga volunteered to serve as Vice President, Linda Vaudt will be asked to return as Treasurer, and Jill Hawkinson volunteered to serve as Secretary. The slate of officers will be presented at the June meeting, and a call from the floor will be made to any other Board members who are interested in an officer position.

**1.2.4** Current Ad. Council vacancies: Dickinson, Franklin, Hamilton, Hancock, Lyon, Pocahontas, and Sac. As of July 1: Floyd, Guthrie, Palo Alto, and Webster.

CEO Timmer said efforts are ongoing to fill the vacancies, and she is hoping that applications will be submitted within a couple of weeks. Board member Meier indicated that she may have some candidates to fill a couple of counties.

**1.3** CEO Evaluation Process

President Will reported that a performance evaluation in the form of a survey from Survey Monkey will be coming to Board members in the next couple of weeks. The Executive Committee will meet hopefully by late May or the beginning of June to review the surveys. A CEO evaluation report will be made at the June Board meeting. Board members are encouraged to fill out their surveys and to submit them promptly.

**1.4** Wage Increases for FY26-27

CEO Timmer reported that it is time for performance evaluations to be conducted and that staff are in the process of submitting self-evaluations. Supervisors will be busy in the next couple of weeks meeting with their staff. There will be a 3.5% increase this year that will be applied across the board. There will be no merit increase this year. Each employee will receive the 3.5% increase.

**1.5** Iowa Legislative Session/Update on redistricting the AAAs

CEO Timmer reported the following:

- The legislative session has closed. Summary updates from the AAA lobbyist will continue to be sent to the Board.
- Since the House file passed, the AAA Directors (i4a Association) met with Zach Rhein, ADS Director, on May 8, 2026. There needs to be a fiscal and service impact report that needs to be completed before moving forward. ADS Director Rhein has 2 options for the AAAs to realign into the 7 districts.
- One option is to change the PSAs to match the borders of the 7 districts. The 2<sup>nd</sup> option is to keep the PSAs as they are now, but we may not be the lead agency on aging in the ADRC network. The AAAs have been the lead agencies in the ADRC network since its inception in 2014. If the AAAs are not the lead agency,

they will lose ADRC money. The AAAs would become referral agencies. ADS has made it clear that they want the AAA's to be the lead aging entity for the state, and want to work with us to make that happen.

- The AAA Directors will be meeting with Director Rhein and ADS staff on May 19, 2026.

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

### **2.1 Finance Report**

- The Auditor has no remaining entries for FY24, and Elderbridge can move forward on closing the FY25 books. The auditor should be reporting on the FY24 audit at the June Board meeting. Once the FY24 audit report is in hand, an RFP will be sent to auditing companies that other AAAs are using. The Board expressed relief that the audit is finally moving to a conclusion.
- HCBS and Nutrition contracts are in process, and staff are getting ready for the new fiscal year.
- The new ADS funding system is up and running and seems to be working smoothly. Funding requests have gone through without issues.
- There will need to be a replacement of the server that is at the end of life in the Mason City office. Grants that have been received have been instrumental in replacing computer and electronic equipment.
- The revenue and expenses sheet was explained in detail to the Board members.
- Overall, the agency is in good financial standing.

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

Aye: all (the motion was declared carried.)

## **3.0 Agency Reports**

### **3.1 COO Report – Sandi Jackson**

- Working on the HCBS Contracts and will be meeting this week to discuss the Nutrition Contracts. Overall, there has been a loss of providers and programs, and that carries over into client services. The staff at LifeLong Links deal with complex cases, and it can be challenging to find providers.
- All other areas are doing well and not facing any concerns.

### **3.2 CEO Report – Stacia Timmer**

- There are no new items to touch on that were not discussed previously.
- Travel to Des Moines has increased, and more in-person meetings have been requested by ADS.
- Currently working on getting a candidate for the Board of Directors and filling vacant counties on the Advisory Council.

## **4.0 Community Relations**

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

Board member Meier requested to be more informed as to services, events, and programs.

**5.0 Coming Dates**

- 5.1** Next Board Meeting – June 9, 2026, 10:00 a.m. via Zoom
- 5.2** Upcoming office closures: May 25, Memorial Day, June 19, Juneteenth
- 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 – 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** May is Older Americans Month – “Champion your Health.”
- 5.8** Advisory Council Meeting – May 27, 2026, 9:00 a.m. via Zoom

**6.0 Adjournment**

**6.1** Adjournment

There being no further business before the Board, it was moved by Jill Hawkinson and seconded by Gary Caviness that the meeting be adjourned at 10:56 a.m.

Aye: all (the motion was declared carried.)