



Milestones
AREA AGENCY ON AGING
Advisory Council Meeting
June 26, 2018

The Advisory Council teleconferenced Tuesday, June 26, 2018 at 11:30 a.m.

Members Present: Christy Davis, Jeri Dean, Ray Doser, Lillian Frizzell, Matt Greiner, Bob Howard, Steve Laing, Julie Schilling, Bill Thom, Steve Swisher, and Bob Waugh

Members Excused: Lynelle Diers, Jim Howell, Duffy Kester, Kris Laurson, Rodney Robinson and Patricia Steiner

Members Absent: Liz Sherwin

Staff Present: Tina Jaegers, Jeri Swisher, Dawn Carstensen, Pam Taylor, Peggy Dykes and Sharon Schnoor

Roll call was taken.

The Minutes of the Advisory Council meeting held on March 13, 2018 were included in the packet. There were no changes or additions to the Minutes. Motion made by Bob Howard and seconded by Bill Thom to approve the Minutes. The Motion was carried unanimously.

Approval of Minutes

Becky had sent out her CEO report earlier. But she did give some updated information.

CEO Report

Area Plan Update - Becky said the Area Plan has now been updated. She hasn't had an opportunity to go over it to know exactly how we stand with last year. Her first overview showed we are a little bit better off than last year.

Monitoring Visit – The state monitoring visit was June 13 and 14 and it went very well and we were very pleased. Items that were discussed during the visit were where we could improve or how we could get creative.

Tina reported on our financial position. Tina said we are running at a \$38,855 loss. She also said some of the loss can be absorbed, and this loss is less than what we were running at last year. So this year we are looking a lot better. There were no questions in regard to the financial report.

Financial Report

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Pam reviewed the handouts included in the board packets. Pam said that the total number of meals served to date is 344,079 and we average 2,056 meals in a day. Previously we were at 2,595 a day and this lower number is reflected from reducing some meals prepared and sites we closed in June. Pam also said we are starting to serve in Letts, Iowa. Pam discussed the Raw Food Cost Report and said they are doing well in raw food costs. Ray Doser mentioned seeing an article in the Ottumwa paper about needing volunteer drivers. Pam said we need more volunteers in the community and are advertising in other areas as well. Pam mentioned that the Ottumwa Nutrition Supervisor, Pam O'Leary, is retiring and we are having a retirement party for her. The new Nutrition Supervisor, Christina Wolfe, will be working with site managers to get more volunteers. Pam said the Albia site is down to a substitute cook and site manager. The Area Program Coordinator is going to stay and help us out and we do have some interviews scheduled. The new Area Program Coordinator will be relocating to the Muscatine office. We are looking for a place for her to go to that will reduce rent by half.

Peggy Dykes sent out letters to over 41 churches in the Ottumwa area. They would receive them on Monday and hopefully can pin up a flyer or something that can be put in their church bulletin saying we are looking for volunteers.

Dawn said there was a slight increase in information and assistance numbers. There are also increases in other programs as well.

We have a new program starting up, a Guardianship Program. Peggy sent out flyers yesterday. We have contracted with an individual that is being certified through national and state recognition and are building our program. Pending Milestones Board's approval to launch, this would be the first paid for services program. We have seen a lot of interest already from people who are interested in and need the service. Our goal is to have everything in place September 1. We have a meeting scheduled with a lawyer this Friday from the Burlington area. We have a tentative fee schedule set up depending on what our role would be with the individual. The Guardian's fee would be \$24.50 an hour and he would be reimbursed for mileage. Becky said we talked with Willene at Noel Insurance and he would be covered under our liability policy. It will not cover workmen's comp or long or short disability.

Peggy Dykes said we attended over 30 different health fair and community resource fairs as well. Peggy said we also stop at various agencies and counties. We do some paid advertisements and a whole lot of news releases. Peggy said we have 466 people on Facebook now and encouraged all board members to "like us" on Facebook. Peggy also mentioned we do have more events coming up and she mentioned if you know of any events coming up to please let Peggy know. Peggy said Mt. Pleasant is in need of volunteers and she sent a letter to various churches hoping they can contact their

Nutrition Report

Lifelong Links Report

Marketing & Promotional Updates

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congregations to let them know we are in need. Bob Waugh asked if we are increasing our programs to do any of this advertising. Peggy said if you compare two or three years ago to now, we are only advertising for events we are involved with, such as a senior fair that we sponsor. And we never advertise unless they can give us a deal. We have been getting some reduced rates. Peggy says we haven't spent more than \$1,500 for the whole year so this is pretty good doing news releases for free. We are trying different things such as Facebook. One of our biggest expenses is for help wanted ads for cooks and program managers. Peggy said she could put together some dollar figures for the next meeting. Steve Swisher mentioned that we have to be at events to get support.

Action Required to Change Advisory Council By-Laws, Article IV, Section 1. "There shall be a minimum of 17 delegates on the Advisory Council, with maximum membership not to exceed 20 delegates, inclusive of Board members. Each of the 17 counties should ideally have a representative (inclusive of Board members). Representation shall strive for balance across the three geographic regions in the following proportions: Region A (Clinton, Scott and Muscatine counties) 25% Region B (Appanoose, Davis, Jefferson, Keokuk, Lucas, Mahaska, Monroe, Van Buren, Wapello and Wayne counties) 50% Region C (Des Moines, Henry, Lee and Louisa counties) 25%."

Old Business

Steve Swisher moved and Ray Doser seconded to have the By-Laws amended to reflect the new policy. Roll call was taken and all approved. The Motion carried unanimously.

Action Required to Change Advisory Council By-Laws, Article IV, Section 4. "The Advisory Council meets at least 4 times per year to receive information of value to the community and to provide necessary input regarding agency plans and services. Reasonable attendance is considered a necessary obligation assumed as a member. Three absences from the Advisory Council meetings within a 12-month period will result in a member's removal from the Advisory Council due to lack of participation. Every effort will be made to accommodate telephone conferencing options upon request."

Matt Grenier moved and Julie Schilling seconded to have the By-Laws amended to reflect this new policy. Roll call was taken and all approved. The Motion carried unanimously.

The Board asked for an updated organizational chart and it was presented in the Board packet. No action was required.

Matt Grenier had made a referral for a new member to the Board, Lee Demmitt. Becky sent an e-mail request to him asking for an e-mail address to send information. He will be a great addition to the Board.

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Presently the Advisory Council members do not have terms. We need to correct this omission. We will address this in the very near future to amend this oversight.

The Meals Contribution Letter was included in the packet. There were no questions.

A copy of the Elderbridge Advisory Council By-Laws were included with the packet for information purposes only.

There was no new business.

New Business

Bill said they are busy preparing for the September 24 and 25 meeting. There are 3 committees that deal with seniors and issues that people want to present to the legislature. Bill said if there are new issues that people want to present to the legislatures they should let Becky or himself know. Some of the issues that they are going to be talking about are: Elder abuse, long term care, guardianship and conservatorship, housing education, and healthy aging. They are hoping to keep the same budget for LifeLong Links. And there are other areas they want to explore such as to increase family care support. Bill said they are meeting at the Capital in Des Moines starting at 10 am on Monday morning.

Oil Report

The next meeting is Tuesday, September 11, 2018. The location is to be decided. There was a brief discussion regarding teleconferencing rather than a face-to-face meeting and for the most part everyone agreed that it went very well. Becky said maybe we could alternate every other time, especially during the winter months.

Next Meeting

The meeting adjourned at 12:30 p.m.

Adjournment

