



## **Joint Board and Advisory Council Meeting**

**June 17, 2021 Via Zoom**

Board Members Present: Jim Howell, Julie Schilling, Steve Swisher, Bill Thom and Sheri Wilson

Board Members Absent: Peggy Fisher and Richard Roller

Advisory Council Members Present: Jim Howell, Julie Schilling, Liz Sherwin, Steve Swisher, Bill Thom, Ray Doser and Sheri Wilson

Advisory Council Members Absent: Peggy Fisher, Richard Roller, Patricia Steiner and Bob Waugh

### **I. Call to Order**

The joint meeting was called to order at 10:05 a.m.

### **II. Roll Call**

Roll call was taken for the Advisory Council.

### **III. Approval of Agenda**

At this time instead of approving the Agenda Jim Howell made a motion to adjourn the Advisory Council and go to the full Board Meeting. Liz Sherwin seconded the Motion. All were in favor.

At this time attendance was taken for the Board of Directors.

### **IV. Approval of Board Minutes**

Bill Thom moved, and Jim Howell seconded, to approve the Board Minutes of April 22, 2021. All were in favor.

## V. CEO's Report

Becky said she sent an update on Tuesday about some things going on in the Agency. She said we have additional funds coming down from the Federal Government. We added personnel to our staff and infrastructure and campaigns for programming and reports. We are continuing to work on the LifeLong Links website. We are redoing grant funded projects and working with others such as the Easter Seals, Iowa Compass, and Eastern Iowa to name a few. The Area Plan has been approved as of last Thursday. Farmers Market vouchers in the amount of 1,980 have gone out so far. We are preparing for the new fiscal year with protocols in place for opening meal sites. We have hybrid office presently for some staff. The office remains closed to the public. Home visits have resumed with protocols in place. We are not getting a lot of calls for people not getting vaccinated so that program is on hold.

At this time, it was decided to move on to Old Business, rather than the Fiscal Report.

## VII Old Business

### a. Wages Committee Report

The committee met two times. They reviewed the wages at the last meeting and, as discussed, their recommendations were to increase base wage of pay scale grades 0-3 by 50 cents and raise ceiling of same by \$1; grades 4-8 receive 3% FY22 pay raise to go into effect July 1, 2021. Mariela had provided many additional reports as to what other AAA's were getting. Jim Howell moved, and Sheri Wilson seconded to approve the above-mentioned wage increases. All were in favor by a roll call vote. The Motion carried.

At this time a Motion was made by Jim Howell, and seconded by Steve Swisher, to go into a **Closed Session at 10:30 a.m.** All were in favor.

The Board addressed the Grade 9 CEO wage increase. A Motion was made by Jim Howell and seconded by Bill Thom to approve a 4% pay raise for Becky Passman. All were in favor and the Motion carried.

A Motion was made by Steve Swisher and seconded by Jim Howell to **open** the board meeting.

## VI. Fiscal Report

Mariela went over her reports with the Board for March. She said our meal delivery clients are starting to contribute again and we are starting to mail out contribution letters. Mariela said we will be carrying over a lot of money because of the pandemic. She said she was in the process of closing out the books for May and that April was the last month for hazard pay. We are now starting to receive money from the State, so we haven't had to go into our reserves. We have enough revenues to keep up with expenses. A Motion was made by Jim Howell, and seconded by Sheri Wilson, to approve the fiscal reports. All were in favor.

## **IX. New Business – Election of Officers for both Board and Advisory Council**

Ray Doser is the present Chair for the Advisory Council and Jim Howell moved to re-elect Ray as Chair, and Patricia Steiner as Vice-Chair. Liz Sherwin seconded the Motion. All were in favor

The present Chair for the Board of Directors is Julie Schilling and Jim Howell moved, and Sheri Wilson seconded the Motion to re-elect Julie as Chair for the Board of Directors. All were in favor.

A Motion was made by Sheri Wilson, and seconded by Steve Swisher, to nominate Rich Roller as Vice-Chair. All were in favor and the Motion carried.

A Motion was made by Sheri Wilson and seconded by Jim Howell to nominate Steve Swisher to continue as Secretary-Treasurer. All were in favor and the Motion carried.

## **V. Nutrition Report**

Pam said that they are doing more meals even without congregate meals. We have gone to more Monday through Friday meal deliveries. Annual site visits are being done as is some monitoring with contractors. We have a good working relationship with Trinity and Sodexo. We are rebranding our meal sites to Milestones Café. In McCausland, Iowa the Lucky Frog has contracted with us as the first Milestones Iowa Café. They will also be delivering home delivered in that area for us. For the Milestones Iowa Café, we are handing out swipe cards with our client's names on the back of it. The cards are good for 12 meals. Some areas are still getting frozen meals because we do not have enough drivers. We received a mini grant of \$6,000 for Grace Methodist and are talking with them about when we can get this site going. We are calling it Milestones Community Café. We are talking with Milton, Iowa, about their Legion Building. Not sure if we can open a café there. We are trying to determine interest from the community as to whether they would use it. We still have not opened our meal sites in Lucas, Wayne and Jefferson Counties. We are waiting until they have at least 70% of the seniors vaccinated.

### **Lifelong Links Program**

Dawn said we continue to get more abuse cases. As more things open up, we are seeing an increase in the number of client needs as a result of them neglecting their health. Our Caregiver Specialists completed training for Powerful Tools for Caregivers. We are moving forward with this program. Next Saturday, we are doing a drive-thru resource fair. Vendors have been bringing items. This is a teaser for the November conference. We have items in bags for distribution at Trinity locations on both Iowa and Illinois sides. World Elder Abuse week was promoted heavily and we are doing a lot of promotion and training for knowledge about abuse. Mike has been posting information for us. We did hire a new Regional Resource Navigator, Ann Grove. Our former Regional Resource Navigator had retired. Ann is doing an excellent job. We have a new Options

Counselor, John Post, who will be located in a satellite office at our Keosauqua meal site. We are getting him fully trained and prepared to serve the southeastern counties. Our Help Back Home Program is starting off slowly. We hope to expand that program. Spoke with our contract providers via Zoom as we are required to have annual monitoring visits. Peggy Heemsbergen is making sure we have all contracts on file. We are trying to expand our services in the community and other program areas.

### **Marketing Update**

Mike said he has been busy with the Iowa Café and the rebranding of Milestones Community Cafes. Mike is hoping to go out in the community more. He got elder abuse information sent out to all 17 counties. He will be part of the caregiver drive thru on Saturday. He said they have a lot of items from vendors to distribute.

### **Evidence Based Program**

Information was sent to the Board, including pictures of the new Zudio Room.

### **XI. Oil Report**

Bill Thom had to leave the meeting early so was unable to give his report.

### **XII. Next Meeting**

The next meeting for the Board of Directors will be held on Thursday, August 19, 2021 via Zoom. The next meeting for the Advisory Council will be held Thursday, September 16, via Zoom.

### **XIII. Adjournment**

The meeting adjourned at 11:55 a.m.