



BOARD OF DIRECTORS

AUGUST 18, 2022

VIA ZOOM

Board Members Present: Peggy Fisher, Terry Wilson, Richard Roller, Julie Schilling, Stephen Swisher, and Bill Thom

Board Member Excused Absence: Sheri Wilson

Staff Present: Becky Passman, Pam Taylor, Mariela Treviño, Dawn Carstensen, Mike Mathews, and Sharon Schnoor

I. Call to Order

The meeting was called to order at 10:00 a.m.

II. Roll Call

Roll call was taken with only one member absent.

III. Approval of Agenda

Terry Wilson moved, and Peggy Fisher seconded to approve the Agenda as written. All were in favor.

IV. Approval of Board Minutes of June 16, 2022

Terry Wilson moved, and Bill Thom seconded to approve the Minutes as written. All were in favor.

V. Approval of Board Special Session Minutes – Board Chair, meeting minutes of June 23, 2022

Terry Wilson moved, and Peggy Fisher seconded to approve the Board Special Session as written. All were in favor.

VI. CEO's Report

State Level – Becky said it is the time of year for doing year-end reviews and preparation for 2023. Completed IFRS report for data certification for the year to the State and the State comes out with Reporting Manual review. Submitted clarifying responses and additional requested documents prior to deadline for fall 2021 State Monitoring review. HHS alignment is starting to get more discussions. IDA announced it would be transitioning as a department to HHS. A meeting is scheduled with IDA for October 12 in Des Moines to discuss proposed Aging Mastery plan.

Agency News and Initiatives – Have an all-staff retreat scheduled in Mt. Pleasant. Will have some training and learning a little more about the Agency. Peggy Fisher, Julie Schilling, Patricia Steiner and Frank Illiff plan to attend. COVID continues to affect us, especially in the nutrition area. Looking to hire in many areas so hiring still an issue. Dawn Carstensen will be stepping down after 16 years of service with the Agency. The job title has been changed to Social Services Director, which we hope will more accurately describe the scope of activity. Hoping to hire by the end of next week. We are continuing to look for more Advisory Council members.

VII. Financial Report

Mariela discussed her reports with the Board. There were no questions. Motion to approve the financial reports was made by Bill Thom and seconded by Terry Wilson. All were in favor.

VIII. Old Business

There was none.

IX. New Business

a. Meal Closure Request – Wilton, Luther Crest, Lovilia

Pam said home delivered will continue but hardly anyone at the meal sites. At Luther Crest there has been no response to requests for assistance and Lovilia has no participation. Motion to approve the closings made by Peggy Fisher and seconded by Steve Swisher. All were in favor.

b. Consideration of Advisory member application – Becky sent out the application of Susan Leuthauser to the Board for approval. Motion to approve the application made by Terry Wilson and seconded by Richard Roller. All were in favor.

X. Program Reports

- a. Human Resources – In Dawn’s absence, Becky reported for her that Dawn had been in the process of checking references and getting quotes for new phones. It was decided to go with Verizon.
- b. Nutrition Program – Pam said Oskaloosa is still serving 5 days a week. Have 11 Cafés open now. Presently working on one in West Burlington. Surveys have gone out to participants.
- c. Lifelong Links Program – Dawn said she hired a Bilingual Caregiver Specialist for the Ottumwa area. Presently have two open positions in Ottumwa. Has some interviews scheduled for Friday and Monday.
- d. Health Promotions/Evidence-Based Programs – In Sonita’s absence Becky gave her report. Health promotions and nutrition are working together on a program called Bingocize through the American Rescue Program funds for sites expressing interest in offering activities.
- e. Marketing Report – Mike has been working on putting together everything for the all-staff retreat. Did digital ads for Caregiver Conference and print advertising.

XI. Oil Report

Bill said there will be an Older Iowa American meeting September 26. People were able to go on the website and submit ideas for the upcoming session. So far 8 ideas had been submitted, including one from Milestones.

XII. Upcoming meeting

The upcoming meeting for the Advisory Council is September 15. Becky mentioned to the Board that due to updated By-Laws, it is not necessary for all Board members to attend but rather they can appoint just one representative. Terry Wilson volunteered to be that representative. The next Board of Directors meeting is scheduled for October 20.

XIII. Adjournment

The meeting adjourned at 11:10 a.m.