

Milestones Area Agency on Aging
Board of Directors
February 25, 2014

Ainsworth Four Corners
Restaurant and Fuel Stop
3112 Hwy 92
Ainsworth, IA 52201

Notice is hereby given that the February meeting of the Milestones Area Agency on Aging Board of Directors will be held on Tuesday, February 25, 2014 at 10 AM in the meeting room of the Ainsworth Four Corners restaurant.

- I. Call to Order
- II. Roll Call – Secretary
- III. Approval of Minutes – Board minutes of December 17, 2013
Executive Committee Conference Call minutes of January 16, 2014
- IV. Reports – If reports are not completed at time of packet mailing – they will be handouts at meeting.
 - a. Financial Reports – Tina Jaegers
 - I. Financial Report - YTD December, 2013 - enclosed
 - II. Accounts Payable – November and December 2013 – enclosed**Action:** Approve Financial Reports to include November and December, 2013 accounts payable.
 - b. Nutrition Program – Pam Taylor
 - I. Meal Information Report – enclosed – receive for information
 - c. Case Management – Kim Goering
 - I. Client information – YTD 12/2013 – enclosed – receive for information
 - d. Options Counseling – Kim Goering – enclosed – receive for information
 - I. Report – YTD 1/31/2014
- V. Old Business
 - a. Lease for Burlington office – Christa
Action: Authorize exercising option to extend lease for additional year ending 6-30-2015 at \$924/mo.
- VI. New Business
 - a. FY 2014 Area Plan Amendment/Update – Connie & Staff
 - I. Options Counseling Direct Service Waiver - enclosed
 - II. Relocation of Ottumwa Office – enclosed
 - III. Wage Equalization Acceleration – enclosed
 - IV. 1.3% wage increase – enclosed
 - V. Options Counseling Budget/Units**Action:** Approve FY 2014 Area Plan Amendment/Update for submission to IDA on or before March 1, 2014.
 - b. Iowa Vocational Rehabilitation/Iowa Department on Aging/Area Agency on Aging – ADRD – enclosed - Connie
Action: Authorize signing of contract with Iowa Vocational Rehabilitation for Employment Specialist project for period of March 1, 2014 – September 30, 2014.

- c. Plan for FY 2015 Area Plan Update – Connie and staff – enclosed
 - I. Maintain contracts and adjusted as needed based on funding
 - II. Employee Raises

Action: Authorize staff plan to be presented at March meetings and then submitted to Iowa Department on Aging on or before April 1, 2014.
 - d. Agency Vehicle Use Policy - enclosed – Christa
 - Action:** Approve policy
 - e. Returned Check(s) Poster – enclosed – Christa
 - Action:** Approve Poster use
 - f. Sunshine Fund – enclosed – Christa
 - Action:** Receive for information
- VII. Items of Interest
- a. 2014 Area Agency on Aging Legislative Priorities
 - b. OIL update
- VIII. Next meeting – Thursday, March 13, 2014 – joint meeting with the Burlington Area Advisory Council to be held at the library – time to be determined.
- IX. Adjournment