



Minutes
Advisory Council Meeting
Via Skype
September 16, 2014

The Advisory Councils convened Tuesday, September 16, 2014 at 10:00 AM in the various office conference rooms of Milestones Area Agency on Aging.

Jim Howell, Chairperson for Burlington, Steve Swisher, Vice-Chairperson for Davenport, and Bob Waugh, Chairperson for Ottumwa, called the meeting to order at 10:00 AM.

CALL TO ORDER

Present: Leslie Arquilla, Janet Bindewald, Frances Bohlken, John Campbell, Christy Davis, Jeri Dean, Lynelle Diers, Lillian Frizzell, Matt Greiner, Lloyd Hahn, Cathy Holtkamp, Bob Howard, Jim Howell, Duffy Kester, Kristy Korpi, Lee McClure, Colleen Putnam, Liz Sherwin, Stephen Swisher, Bill Thom, Lyle Van Fleet, Bob Waugh, and Joseph Wheeler

ROLL CALL

Via Conference Call: Kris Laurson

Excused: Linda Albright, Sylvia Banes, Cheryl Downard, Dorothy Goldizen, Joan Runyan, Julie Schilling, Patricia Steiner, and Quinn Williams

Absent: Leslie Docekal, Edd Felgar, Toni Griffith, Steve Laing, Rodney Robinson, Larry Sinclair, and Lyn Stinson

Staff Present: Connie Holland, Christa Merritt, Peggy Dykes, Jeri Swisher, Pam Taylor, Peggy Heemsbergen, Shirley Waite and Sharon Schnoor

The minutes of the Advisory Council meetings held on June 17, 18, and 19, 2014, were included in the packet. Motion made by Jeri Dean, seconded by Frances Bohlken, to approve the Advisory Council minutes for Burlington; Lee McClure made a motion and Bob Howard seconded for Davenport, and John Campbell made a motion and Lyle Van Fleet seconded for Ottumwa. The motions were carried unanimously.

APPROVAL OF MINUTES

The minutes of the Board of Directors meeting held on February 25, 2014 were included in the packet for members' information. There were no questions.

REPORTS

Board Minutes

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In Tina Jaegers absence, Connie Holland presented the Financial Report. The Board Report through June was included in the packet. We have some carry over but it will be used by the end of September. The audit has been completed and documentation will be sent to us by the end of October.

Financial Report

Pam Taylor presented the Nutrition Report. The Report shows a summary of the meals served, which totals over half a million. Pam also went over various totals for home delivered, congregate, ineligible, etc. meals served. Pam mentioned since it has now been a year that we will have numbers to compare.

Nutrition Report

In Kim Goering's absence, Connie presented the ADRC (Aging & Disability Resource Center) Options Counseling Report – Lifelong Links, which was included in the packet. The end of June we had 41 contacts and 18 units.

ADRC Options Counseling Report

Connie presented the Case Management Report which was included in the packet. The report shows that we have a total of 1,371 clients at the end of the year. We have clients in every one of the counties we serve. The program starts new in July.

Case Management Report

OLD BUSINESS

Christa presented the second reading of the revised Bylaws changes. Motion was made by Janet Bindewald, and seconded by Frances Bohlken in the Burlington office to accept the second reading of amendments to the bylaws. Motion to approve by Bob Howard, and seconded by Lee McClure in the Davenport office to accept the second reading of amendments to the bylaws. Matt Greiner moved, and Lloyd Hahn seconded in the Ottumwa office to accept the second reading of the amendments to the bylaws. Motion carried unanimously.

Advisory Council Bylaw Second Reading

In order to consolidate into one Advisory Board we need the resignation of the current Chairs and Vice-Chairs. Burlington: Chair was absent and presented resignation via e-mail and the Vice-Chair resigned. Davenport: Chair was not present and Steve Swisher, Vice-Chair, resigned. Ottumwa: Bob Waugh, Chair, and Dorothy Goldizen, Vice-Chair, resigned. The Nominating Committee's slate listed Bob Waugh for Chair and Jin Howell for Vice-Chair and they both accepted. Jeri Dean moved and Frances Bohlken seconded to accept slate and cast a unanimous ballot. The motion carried unanimously.

Consolidation Into One Advisory Council

Pam Taylor said we consulted with our attorney to make sure the verbiage is correct for Milestones volunteer recruitment. Copies of all forms were included in the packets. Pam noted that the applicant by signing the forms agrees that they have not been convicted of adult abuse or currently under investigation. They are also required to sign a confidentiality policy agreement. Jeri Swisher is going to check to see if it is necessary to get both the social security and driver's license number for a MRV background check. Matt Greiner moved and Lloyd Hahn seconded to table the topic until research

Voluntary Recruitment Procedure

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has been completed. The Motion carried unanimously.

Christa talked about the Compliance Monitoring and Performance Review that had been completed by IDA.. Motion was made by Duffy Kester and seconded by Lyle Van Fleet to accept the document. The motion carried unanimously.

**Compliance
Monitoring and
Performance Review**

Christa applied for a Bright Ideas Community Enrichment Fund Grant and we got the full grant to buy a van for the Ottumwa area.

Bright Ideas Grant

Connie presented an update on some of the new programs within Milestones. We will have one VISTA volunteer in each of the 6 AAA's. There will be little cost to the agency for this individual.

VISTA Grant

We will have an Elder Rights Specialist/Options Counselor position that will start in the next week or two and she will be in the Burlington office. This is to promote an elder rights program which includes things such as financial abuse.

**Elder rights/Option
Counselor**

We received an expansion grant for our Senior Medical Program and MIPPA that allows us to do more outreach to inform the elderly of scams and subsidies for other programs connected to Social Security, etc. We will expand SMP into four counties around the Heritage AAA area.

Program Facilitator

Steve Swisher and Lynelle Diers talked about the recent Iowa Department on Aging retreat July 10 and 11 in Des Moines. The primary result of the meeting was to do a survey to discuss needs of seniors. Some of the seniors' primary concerns were quality of care, public transportation, and medical care – access to health care. Some public meetings will be developed by the Iowa Department on Aging.

**ITEMS OF INTEREST
Retreat**

Pam said the Open House held in Burlington on September 3 was attended by around 50 people. The open house was just another way to let people know we are there and what services we offer.

Open House

There will be a "60+ Expo" held in Burlington at the Westland Mall on September 24. We are hosting the event.

60+ Expo

On September 25 we will have an all staff meeting in Burlington. We will go into a little background regarding our first full year data. Donna Harvey, the Director of Iowa Department on Aging will also speak. We have made arrangements to deliver meals to anyone that would still need them on that day.

All Staff Meeting

On September 29 we will be hosting an educational event at Honey Creek Resort in Moravia. There will be a session on evidence based health programs, Lifelong Links and the State Long Term Care Ombudsman program.

Fall Fest

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Peggy still has openings for reservations.

Bill Thom said they had an OIL board meeting in Des Moines on September 10 and went over all the bills. They are working with several different groups. The next meeting is September 29. Bill said they are looking to have the governor speak at 9 am for 15 minutes. Jack Hatch to open at 10:30 and then delegates can have a chance to ask questions. Once the bills pass through the various committees they vote on which they want to submit to the legislature.

OIL

Connie said the next scheduled meeting is in December and thought it would be nice for all to meet in one location, probably Burlington. There would be a light lunch and arrangements could be made for busing if needed. The tentative time set is December 16 at 10 am. A motion was made by Jeri Dean and seconded by Frances Bohlken to hold a joint meeting in December most likely in Burlington. Motion carried unanimously. More details will be forthcoming.

December Meeting

The Chairman declared the meeting adjourned at 11:10 a.m.

Compliance