



**Board of Directors Meeting**

**October 27, 2015**

**10 AM**

**\*NEW LOCATION – Mills Seed Company Building  
212 N. Iowa Street, Washington, IA**

Notice is hereby given that the October 2015 Meeting of the Milestones Area Agency on Aging Board of Directors will be held on October 27, 2015 at 10am in Washington, Iowa.

**Agenda**

- I. Call to Order – Chairperson
- II. Roll Call – Secretary
- III. Approval of Minutes – Meeting minutes of August 25, 2015
- IV. Approval of Minutes - Advisory Minutes of September 15, 2015
  
- V. **Audit Report** – TD & T (Theobald, Donohue & Thompson, PC) will report on Milestones Audit.  
**Action:** Approval of Milestones FY '15 Audit
  
- VI. **Reports** – If reports are not completed at time of packet mailing there will be handouts at the meeting.
  - a. Financial Reports – Tina Jaegers
    - i. Financial Report YTD
    - ii. Accounts Payable**Action:** Motion to approve the Financial Reports.
  
  - b. Nutrition Program – Pam Taylor
    - i. Meal Information Report – YTD**Action:** Accept for information
  
  - c. Case Management & Elder Rights – Kim Goering
    - i. Reports YTD**Action:** Accept for information

- d. Options Counseling & Employment Program – Dawn Carstensen

- i. Reports YTD

- Action:** Accept for information

- e. Marketing / Promotional updates – Peggy Dykes

- i. Reports YTD

- Action:** Accept for information

VII. **Old Business**

- a. Managed Care Discussion/Updates

- b. Vietnamese meal site update and contract change – Christa & Pam

- Action:** Approve contract change to an additional \$2 per hour for contracted coordinator position. This would be effective November 1, 2015 – October 31, 2016.

VIII. **New Business**

- a. Review and approval of updated salary grades – Jeri Swisher

- Action:** Motion to approve the recommended changes to the salary grades

- b. Recommendation to change meal site location in Ottumwa from Knights of Columbus to the Trinity Episcopal Church. The current contract with KOC ends 12/31/15. The new contract with Trinity Episcopal Church would begin 1/1/16. – Pam Taylor

- Action:** Motion to approve the change in the Ottumwa meal site location to Trinity Episcopal Church effective 1/1/16.

IX. **Items of Interest**

- a. Fiscal Monitoring report (copy included in packet) – Tina & Christa

- b. Area Plan process updates (presentation will be given at December meeting) – Christa

- c. OIL report – Bill Thom

- d. Centenarian event to be held November 5<sup>th</sup> in Fairfield, Iowa at 1:30pm.

- X. **Next Meeting** – December 15<sup>th</sup> in collaboration with the Advisory Board. Will have a holiday luncheon and location will be determined at a later date.

XI. **Adjournment**