



**Advisory Council Meeting
Tuesday, June 14, 2016**

The Advisory Council met on Tuesday, June 14, 2016 at 10:00 AM at the Columbus Junction City Hall, 232 2nd Street, Columbus Junction, IA.

The meeting was called to order at 10:00 AM.

Present: Lillian Frizzell, Bob Howard, Jim Howell, Duffy Kester, Kristy Korpi, Lee McClure, Colleen Putnam, Liz Sherwin, Stephen Swisher, and Bill Thom.

Excused: Frances Bohlken, Christy Davis, Jeri Dean, Lynelle Diers, Dorothy Goldizen, Julie Schilling, Patricia Steiner, Lyn Stinson, Lyle Van Fleet, and Bob Waugh.

Absent: Janet Bindewald, Cheryl Downard, Matt Greiner, Toni Griffith, Cathy Holtkamp, Steve Laing, Kris Laurson, and Rodney Robinson.

Staff Present: Christa Merritt, Tina Jaegers, Jeri Swisher, Peggy Dykes, Dawn Carstensen, Kim Goering, Pam Taylor, and Charlene Baxter.

There wasn't a quorum. The minutes will be brought to the next meeting. Members can make recommendations to the Board on the Mileage Reduction and we can make the Board members aware that there wasn't a quorum. Members can vote on acceptance of the new Advisory Council member and it will be voted on again next meeting also.

Bob Waugh, Chairperson, will be excused from today's meeting; Jim Howell will run the meeting today. Ray Doser was also in attendance.

The minutes of the Advisory Council meeting held on March 29, 2016 were included in the packet. There was a correction to these minutes; Stephen Swisher needs to be listed as present.

Tina Jaegers presented the Financial Report. The Board Report for April, 2016 was included in the packet. There were some questions and discussion.

CALL TO ORDER

ROLL CALL

**APPROVAL OF MINUTES
Advisory Council Minutes**

**REPORTS
Financial Reports**

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Pam Taylor presented the Nutrition Report. The Meal Information Reports for YTD through April, 2016 was included in the packet. The Raw Food Cost Report for YTD through April, 2016 was included in the packet. There were questions and discussion. Pam noted that the average YTD raw food cost listed at the bottom of the second page of the Meal Information Report was wrong, it should be \$1.57.

Nutrition Report

There was a Cost Comparison Report included in the packet, per members' request. The report that was included in the packet was the wrong one. The average cost per meal for contracted sites is \$9.30. The average cost per meal for cooking sites is \$6.30. This report was for members' information only. There were questions and discussion.

Cost Comparison Report

Kim Goering presented the Case Management Report, which was included in the packet. There were questions and discussion.

Case Management Report

Dawn Carstensen presented the Options Counseling, Elder Rights, and Employment Program Reports, which was a handout. There were some questions and discussion.

Options Counseling, Elder Rights, and Employment Program Reports

Peggy Dykes presented the Marketing and Promotional Updates, which was included in the packet. There was some discussion. Please let us know if there are events in your county that we can attend.

Marketing & Promotional Updates

Christa Merritt presented the updates on Managed Care. Most of our case management clients are with AmeriHealth. We have had some case managers leave employment with us. Case manager's caseloads are looking good right now and we feel confident in that area for staff and their workloads. We will re-evaluate this as we move along. There were questions and discussion.

**OLD BUSINESS
Managed Care Updates**

Pam Taylor presented the Nutrition Policies and Procedures Handbook. This was included in the packet. Pam noted that the last page of the handbook, Nutrition Outreach, will be replaced with Supportive Services. There was a handout of the replacement pages. There were questions and discussion. Jim Howell noted that on page 13 of the handbook the math in the examples were calculated backwards. Pam will fix the examples. This will go to the Board for approval.

NEW BUSINESS

Nutrition Policies

Christa Merritt presented the Review of Mileage Rate Decrease. There was a spreadsheet included in the packet. We didn't have any complaints from staff or volunteers. There were questions and discussion. Members recommend keeping the reimbursement rates as they are.

Mileage Reimbursement Rate Reduction Report

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We have a resignation from Colleen Putnam; her replacement will be Ray Doser. Advisory Council members accepted Colleen Putnam's resignation and her replacement, Ray Doser, and will have a vote with amendment at the next meeting.

Christa Merritt presented the Material Aid Report. This was a handout. This report was for members' information. If members would like a breakdown of where it was spent, we have that available. We can help up to \$500 for clients and up to \$300 for non-clients. There was questions and discussion.

There was no OIL Report available. Bill Thom commented. There were questions and discussion.

The next Advisory Council meeting is scheduled on September 13, 2016 in Columbus Junction.

The next Board meeting is scheduled for June 28, 2016.

The meeting was adjourned at 11:30 AM.

**Membership Resignation
And Replacement**

Material Aid Report

**ITEMS OF INTEREST
OIL Report**

NEXT MEETING

ADJOURNMENT