



**Advisory Council Meeting  
Tuesday, September 13, 2016**

The Advisory Council met on Tuesday, September 13, 2016 at 10:00 AM at the Columbus Junction City Hall, 232 2<sup>nd</sup> Street, Columbus Junction, IA.

Chairperson, Bob Waugh, called the meeting to order at 10:00 AM.

**Present:** Janet Bindewald, Christy Davis, Ray Doser, Lillian Frizzell, Duffy Kester, Lee McClure, Julie Schilling, Liz Sherwin, Lyn Stinson, Stephen Swisher, and Bob Waugh.

**Excused:** Lynelle Diers, Cathy Holtkamp, Jim Howell, Kristi Korpi, Rodney Robinson, Patricia Steiner, Bill Thom, and Lyle Van Fleet.

**Absent:** Jeri Dean, Cheryl Downard, Matt Greiner, Toni Griffith, Bob Howard, Steve Laing, and Kris Laurson.

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

There wasn't a quorum. The minutes will be brought to the next meeting. It will be very important to have a quorum at the next meeting, so we will call members to make sure of a quorum.

The minutes of the Advisory Council meetings held on March 29, 2016 and June 14, 2016 were included in the packet.

Tina Jaegers presented the Financial Report. The Board Report for June, 2016 was a handout. Tina explained that our revenue for FY 2016 was lower than we expected. Personnel was over budget was because of health insurance and also because the unemployment insurance rate had increased in the middle of the year. Workman's Compensation was also over-budget. Tina explained that she had been working with the auditors the past couple weeks and that they had told Tina to adjust \$66,885 for bad debt expense. This bad debt expense was expected Elderly Waiver revenue for meals and case management that the auditors project we won't receive. The Board Report for July, 2016 was included in the packet. There were questions and discussion. Members would like to see a breakdown of the support by county Boards.

**CALL TO ORDER**

**ROLL CALL**

**MINUTES**

**REPORTS**

**Financial Reports**

## **Milestones AAA Advisory Council Meeting**

**September 13, 2016**

**Page 2**

Pam Taylor presented the Nutrition Report. The Food Expense Budget for July, 2016 was included in the packet. The Meal Information Reports for month ending July, 2016 was included in the packet. Our meal site in Comanche is not serving meals at the moment; we are hoping to reopen it this fall in a new building. We have temporarily suspended congregate meals in Albia as of August due to staff shortages. We were able to continue home delivered meals in Albia. There were questions and discussion. If you have any issues within the meal sites please contact Pam Taylor directly.

Kim Goering presented the Case Management Report, which was a handout. There were questions and discussion. AmeriGroup said that as of October 1, 2016 they will not contract out the case management care of clients. This is only 116 of our clients. We will still be contracting case management through AmeriHealth, which is around 1000 clients. We have a case manager that will retire at the end of October. We will replace this staff member. There were questions and discussion.

Dawn Carstensen presented the Life Long Links Reports. We have hired a full time position in Ottumwa and a part time position in Burlington for Adult Rights. We received grant money that will fund these positions. There were questions and discussion.

Christa Merritt presented the Marketing and Promotional Updates, which was included in the packet. We will hold a Centenarian Event in Davenport on October 4.

Christa Merritt presented the Managed Care Discussion and Staffing Updates. After October 1<sup>st</sup> we will only work with AmeriHealth for Case Management. Our contracted meals from all the MCO's are going well. We have been getting paid without many problems and it has been very quickly. We will look at the ratio of caseloads per case manager. There were some questions and discussion.

Christa Merritt presented the Grant Writing Updates. We will be writing a grant for The Legacy Foundation in Ottumwa. This grant will be for 1 van and 1 car. We will also write a grant in Scott County to repave the Davenport office parking lot. We are also looking at writing some smaller grants. The smaller grants will fill in for different programs where funding were cut. There were questions and discussion.

Christa Merritt presented the New Software and Phone System. The state said they would pay for the phone systems to be replaced. The new phones will be ICN capable. The state would like for all 6 AAA's to be uniform. We are supposed to be able to get rid of the phone companies with this update.

### **Nutrition Report**

### **Case Management Report**

### **LifeLong Links Report**

### **Marketing & Promotional Updates**

### **OLD BUSINESS**

### **Managed Care Discussion**

### **NEW BUSINESS**

### **Grant Writing Updates**

### **New Software & Phone System**

**Milestones AAA Advisory Council Meeting**

**September 13, 2016**

**Page 3**

Christa Merritt presented the Life Long Links Funding Update. This year we were granted \$132,143. This helps offset the \$149,000 loss from last year. We also received the grant to fund a full time position and a part time position. We will also ask the Legislatures for more money this year.

Christa Merritt presented the Discussion on Board of Directors opening. We decided to keep 3 members from the Ottumwa, Davenport, and Burlington areas. Dorothy Goldizen had resigned, her position was filled with Duffy Kester. Frances Bohlken had passed away. We had gotten one member volunteer so far. If you are interested in being on the Board of Directors from the Burlington area let Christa know. There were questions and discussion.

Christa Merritt presented the Area Plan Updates. We are preparing our first 4 year Area Plan since the merge. We will bring the preliminary Area Plan information to the December meeting. The full area plan will be presented at the spring meeting. It is imperative that we have a quorum at the spring meeting. The December and spring meetings will be a joint meeting with both the Board and Advisory Council.

There was an OIL Report as a handout for members' information.

The next Advisory Council meeting will be held jointly with the Board of Directors on December 13, 2016 at the Milestones office in Davenport. There will be a holiday luncheon after the meeting.

The meeting was adjourned at 11:20 AM.

**Life Long Links Update**

**Board of Director Opening**

**Area Plan Updates**

**ITEMS OF INTEREST**

**OIL Report**

**NEXT MEETING**

**ADJOURNMENT**