



**Board Of Directors
Tuesday, October 25, 2016**

The Board of Directors met on Tuesday, October 25, 2016 at 10:00 AM the Ainsworth Four Corner Restaurant and Fuel Stop, 3112 Hwy 92, Ainsworth.

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

Present: Jeri Dean, Lynelle Diers, Bob Howard, Duffy Kester, and Bill Thom.

Excused: Jim Howell, Lee McClure, and Steven Swisher.

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

Jeri Dean was in attendance by phone. We will move the items that need voted on to the beginning of the meeting.

The minutes of the Board of Directors meeting held on August 23, 2016 were included in the packet. Motion made by Bill Thom, seconded by Lynelle Diers, to approve the minutes as presented. The motion was carried unanimously.

Courtney DeRonde from Theobald, Donohue, & Thompson, PC, presented the Milestones FY 2016 Audit. The audit presented was a draft. Because of the MCO procedure, we hadn't received all the receipts and receivables for FY 2016. The audit will be finalized after all the receipts and receivables come in. There were no findings or opinions found. There were questions and discussion. Motion made by Lynelle Diers, seconded by Duffy Kester, to accept and approve the FY 2016 Audit as presented, subject to the adjustments needed to finalize it. The motion was carried unanimously.

Tina Jaegers presented the Financial Report. The Board Report for August, 2016 was included in the packet. The September, 2016 Board Report was a handout. There were questions and discussion. Members would like the handouts mailed to the members that were not present at this meeting.

The Statement of Financial Position as of August 31, 2016 was included in the packet. The Statement of Financial Position as of September 30, 2016 was a handout. There were questions and discussion.

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

Board of Director Minutes

Milestones FY 2016 Audit

REPORTS

Financial Reports

Milestones AAA Board of Directors Meeting

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The Accounts Payables for August, 2016 were included in the packet. The Accounts Payables for September, 2016 was a handout. There were questions and discussion.

The company credit card statements were included in the packet. There were questions and discussion.

Motion made by Lynelle Diers, seconded by Bill Thom, to approve the Financial Report as presented. The motion was carried unanimously.

Christa presented the nominations for new Board members. We had sent letters to the Advisory Council members in the Burlington area. Two members, Lyn Stinson, and Julie Schilling, were interested in becoming a Board member. There were questions and discussion. Motion made by Bill Thom, seconded by Duffy Kester, to nominate Julie Schilling as a Board member. The motion was carried unanimously.

Pam Taylor presented the closing of two congregate meal sites. The Meal Information Annual Participation Review for YTD through June, 2016 was a handout. The report was printed in color to show red numbers for the meal sites that served below an average of 10 per day. We recommended to close the congregate sites in Eddyville and Wheatland, but to continue serving the home delivered meals in those communities. There were questions and discussion. Members would like to look at this report again in the future for possible further changes. Members would also like to see the savings for closing the Eddyville and Wheatland congregate sites. Motion made by Lynelle Diers, seconded by Jeri Dean, to close the congregate sites but to continue serving home delivered meals in Eddyville and Wheatland. Motion carried unanimously.

Pam Taylor presented the Nutrition Report. The Meal Information Reports for YTD through August, 2016 was included in the packet. The Meal Information Report for YTD through September, 2016 was a handout. The Raw Food Cost Report for YTD through September, 2016 was a handout. There were questions and discussion.

Kim Goering presented the Case Management Report. The Case Management Report was a handout. We only have case management contracted from AmeriHealth as of October 1. There were questions and discussion. Our Burlington Case Manager will retire. We had a case manager that was working in the Muscatine office that was willing to step into a full time position that will consist of part case manager and part Elder Rights Specialist.

Christa Merritt presented the LifeLong Links Program Reports as handouts. This report reviews the Life Long Links, Older Worker Program, Family Caregiver Program, Adult/Elder Rights Program, There were some questions and discussion.

NEW BUSINESS

New Board Member

Closing of Meal Sites Eddyville & Wheatland

REPORTS

Nutrition Report

Case Management Report

LifeLong Links Report

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Christa Merritt presented the Marketing and Promotional Updates. There was a report included in the packet. There were questions and discussion. We have started to require all staff to help out at one event at least per year.

Marketing & Promotional Updates

Christa Merritt presented the updates on Managed Care. We have contracts with all three MCO's for meals. We are only contracted with AmeriHealth for Case Management. AmeriHealth would like us to come up with a plan for Care Transitioning. AmeriHealth is requesting us to start the accreditation process, so we will need to start that soon. There were questions and discussion.

**OLD BUSINESS
Managed Care Updates**

Pam Taylor gave an update on the Vietnamese meal site in Scott County. We are looking at renewing the contract for these meals. We renewed the contract for the supervisor of the Vietnamese site. There is a very low contribution rate at this site. There were questions and discussion.

Vietnamese Meal Site Update

Christa Merritt presented the Grant Updates. We wrote the Scott County grant to re-pave the parking lot at the Davenport office. We also wrote the grant to the Legacy Foundation for a vehicle in Ottumwa. We were originally going to write it for a van and a car, but the cap of the grant is \$30,000, so we wrote the grant for a van.

**ITEMS OF INTEREST
Grant Updates**

Wapello County passed a minimum wage increase. This will be a three step process and we will be okay for the first step at least. Lynelle said that the City of Ottumwa had opted out of the minimum wage increase. We will need to look into this more.

Miscellaneous updates

Donna Harvey, Director of Iowa Department on Aging, had decided to step down into different position. There hasn't been a public announcement on this yet.

Christa Merritt informed the Board of Directors of a legal item.

Bill Thom presented the OIL update. There were questions and discussion.

OIL Report

The next meeting is a joint Board and Advisory Council meeting is scheduled on December 13, 2016 in Davenport Milestones office. This will be a holiday meeting with lunch provided.

**NEXT MEETINGS
Joint Board and Advisory Council Meeting**

The meeting was adjourned at 12:00 PM.

ADJOURNMENT