

**NORTHEAST MISSOURI AREA AGENCY ON AGING  
BOARD OF DIRECTORS MEETING MINUTES**

First Baptist Church, Monroe City MO

July 13, 2011

(June 27, 2011 board meeting postponed)

10:00 A.M.

**CALL TO ORDER:** Wanda Smith called the meeting to order at 10:00 a.m. and led the group in the Pledge of Allegiance to the Flag

**BOARD MEMBERS PRESENT:** Jim Boettcher, Vera Monroe, Wanda Smith, Sue Johnson, Milt Garrett, Joyce Findley, Dollene Sanders, Ruby Dunbar, Walt Bittle, and Cheryl Brammer

**EXCUSED:** Twila Anderson, Sue Conover, Wilma Stephens and Jean Patrick

**STAFF PRESENT:** Pam Windtberg

**ROLL CALL:** The roll was called with all those listed above as present.

**APPROVAL OF AGENDA:** Vera Monroe made the motion to approve the agenda. Seconded by Joyce Findley and carried by aye vote of all those listed above as present.

**APPROVAL OF MINUTES:** Ruby Dunbar made the motion to approve the April minutes as distributed. Seconded by Cheryl Brammer and carried by aye vote of all those listed above as present.

**FINANCIAL REPORT:** Vera Monroe made the motion approve the April & May financial reports as distributed. Seconded by Bud Garrett and carried by aye vote of all those listed above as present.

**CHECKS WRITTEN REPORT:** Jim Boettcher made the motion to approve April & May checks written report as distributed. Seconded by Joyce Findley and carried by aye vote of all those listed above as present.

**SHL REPORT:** Walt Bittle reported that the NE delegation met on June 14 and chose 2 proposals and 5 alternate proposals to submit to the SHL Board- # 1 Proposal- Restore Core Funding for Home Delivered Meals, # 2 Proposal- Predatory Lending/ Pay Day, Loans, # 1 Alternate- Mandatory Insurance Discounts for Safer Drivers, # 2 Alternate- Resident and Certified Nurse Assistant Ratio Based on Acuity Level of Resident, # 3 Alternate- Elimination of Term Limits for Legislators and Constitutional Officers, with adjustments to the pension system to increase the years of services required to be vested, # 4 Alternate- Protection from Sexual

Predators in Care Facilities and # 5 Alternate- Limit Gifts and Campaign Contributions to Legislators. George Wisdom was elected chairman of the delegation. The SHL fall session will be held in Jefferson City September 19, 20 & 21.

**C.A.R.E. REPORT:** Senior Center Administrator, Stephanie Robinson reported on the activities at Montgomery County nutrition program.

**EXECUTIVE DIRECTOR UPDATE:**

Our Dietician is resigning as of June 30, 2012. Thanks to Diana Hendrix we have an arrangement with the dietician at Khol's Wholesale to analyze/ approve menus/recipes for NE nutrition contractors. The state has sent the nutrition standards for the new guidelines.

There is no decision yet on the grant (Increasing Access to Behavioral Health Services for Older Adults) submitted to the Missouri Foundation for Health, however the administrative funding requested has been reduced from \$14,694 to \$7,347.00.

The state is including additional HIPPA requirements in our FY 2012 contract. We will be adding these requirements to our provider FY 2012 contracts. The additional requirements include encryption of any portable device (flash drives) used to access or maintain protected health information and encryption of any transmission of electronic communications (email). We are looking for encryption programs for the portable devices and email.

We start monitoring contractors in July and should finish in September. As always, we are asking board members to assist us with monitoring satellites and OATS buses. If you happen to be one of the lucky ones chosen (Joyce, Jim, Wilma, Twila, Sue J. and Wanda) the information you need is in your blue folder. THANK YOU!!

There is a copy of the agency's FY 2010 Mandated Compliance Review (monitoring report) in your folders.

**LEGISLATIVE UPDATE:** ma4 sent a letter to the governor requesting restoration of the withhold for the AAA's home-delivered meals program.

**UNFINISHED BUSINESS:**

1. NONE

**NEW BUSINESS:**

1. USDA Meals/Medicaid Meals – April & May information emailed/mailed.
2. Family Caregiver Support Program – April & May information emailed/mailed.
3. Ratification of Executive Committee Actions – the Executive Committee voted on 06/6/11 to: transfer our agency's disaster funding of \$12,000 to Region X Area Agency on Aging in Joplin for purchasing meals to meet the needs of seniors affected by the May 22, 2011 tornado; and, sign the \$15,000 CLAIM contract providing we are able to meet the contractual requirements. Our current MIPPA contractors are willing to meet the claim requirements and we will be signing the contract with CLAIM. Joyce Findley made the motion to ratify the Executive Committee actions. Seconded by Vera Monroe and carried by aye vote of all those listed above as present.
4. FY 2012 Budget – there is a statewide decrease in federal funds for FY 2012. Our share of the decrease is approximately \$4,900. In addition there is a statewide decrease of \$2,824 in the NSIP program (formerly USDA). At this point our state funding should remain at FY 2011 levels unless the governor restores his withhold of home-delivered meals funding.
5. Selection of SSC Membership – Jim Boettcher made the motion to select the 7 persons filing Intent Forms, to serve on the Senior Service Council, Travelle Whitaker, Debra Sparks, Diana Hendrix, Genevieve Lynch, Lyndon Bode, Representative Tom Shively and Representative Paul Quinn. Seconded by Ruby Dunbar and carried by aye vote of all those listed above as present.
6. Standing Committee Reports – Information provided.
7. Request for Transfer of In-Home Funding – We also have a request from OATS to transfer funding. Walt Bittle made the motion to approve OATS, Heartland Resources, NECAC and Homecare of Mid-Missouri request to transfer the balance of unused funding between services in their existing counties to better serve their clients. Seconded by Cheryl Brammer and carried by aye vote of all those listed above as present.

8. Election of Governance Committee – Ruby Dunbar made the recommendation to the Board to elect Ruby Dunbar, Wanda Smith, Bud Garrett, Dollene Sanders, Genevieve Lynch and Walt Bittle to serve on the Governance Committee for FY 12. Seconded by Joyce Findley and carried by aye vote of all those listed above as present.
9. Election of Officers – Ruby Dunbar made the recommendation to the Board to elect- Wanda Smith, Chairman; Jim Boettcher, Vice-Chairman; Sue Johnson, Secretary; Wilma Smith, Treasurer; Twila Anderson, Parliamentarian and Vera Monroe, Member at Large, for FY 2012. Seconded by Cheryl Brammer and carried by aye vote of all those listed above as present
10. Designate Check Signers – Joyce Findley made the motion to designate Pam Windtberg, Ruby Dunbar, Dollene Sanders, Vera Monroe and Eileen Bradley as check signers in FY 2012. Seconded by Jim Boettcher and carried by aye vote of all those listed above as present.
11. Appoint Program/Audit Committee – Board members were requested to sign up for Program Committee. Cheryl Brammer made the motion to appoint Wilma Stephens and Eileen Bradley to the Audit Committee. Seconded by Ruby Dunbar and carried by aye vote of all those listed above as present.
12. Committee Sign Up – Board members were asked to sign up for one or two committees.

The meeting adjourned at 10:45 am.

Respectfully submitted,

Sue Johnson, Secretary