

Blue Rivers Area Agency on Aging Governing Board

Minutes

February 1, 2021 (postponed from 1/25/2021)

The regular meeting of the Governing Board of Blue Rivers Area Agency on Aging via Zoom was called to order at 1:03 p.m.

Board members present: Schoenrock, Braun, Gakle, Douglass, Nieveen at 1:10 p.m., Seitz and Haskell.

Absent: Ferguson, Krueger, Hall, Crownover and Swenson

Guests: Danny DeLong, SUA Advisory Board member for Blue Rivers Area Agency on Aging; Brad Swiggart and Amber Anderson, Northwestern Mutual; Dennis Maggart and Judd Allen, NACO.

Blue Rivers Area Agency on Aging staff present: Carla Frase, Executive Director; Beth Williams, Fiscal Officer; Kathy Erickson, Home and Community Options Manager; Carmen McKeever, Nutrition Manager and Clifton Lindell, Transit Manager at 1:20 p.m.

Schoenrock chair, presided over the meeting and Erickson recorded the minutes.

DISCUSSION AND/OR ACTION: WELCOMING THE NEWLY APPOINTED BOARD MEMBERS – MARK SCHOENROCK

Schoenrock stated that we do not know who our new members from Gage County and Nemaha County are yet. The Otoe County Board member is Dan Crownover. Dan is not present on the zoom meeting. Vicki Haskell is the new board member for Jefferson County. Schoenrock allowed Haskell to tell everyone about herself. Schoenrock welcomed DeLong from the State Unit on Aging Advisory Board to the meeting.

DISCUSSION AND/OR ACTION: HEALTH INSURANCE PRESENTATION

Representatives from Northwestern Mutual Insurance Brad Swiggart and Amber Anderson gave a presentation on Health Care insurance they researched for us to offer our employees. On an annual basis they shop the entire industry for all insurance regardless of what their renewals are. They prepared the presentation that includes a lot of numbers and a lot of information. Also included is the NACO information that was provided by our office on the NACO options they have to offer. The current plan we have is Aetna Funding Advantage Small Groups Self Insured Plan. The current enrollment on this plan is 13 employees on the HSA plan, one employee on the HSA with spouse plan, one employee on the HSA with family plan and four employees on the PPO plan. Employees 65 and older cannot be on the HSA plan if they are enrolled in Medicare Part A. The current cost on the plan is \$22,887 per month with a cost of \$274,000 per year. The Aetna renewal cost was going to be \$290,000 per year. We are on track for a \$25,000 refund from the plan. What could change that would be if claims came in that were not anticipated. The best option presented is United Health Care. It is more competitive than the other option of going with NACO. The rate through United Health Care is \$16,541 a month with the max refund of \$40,000 is possible. The NACO HSA plan has a deductible of \$3,250 and the United Health Care HSA plan has a deductible of \$1,500 with \$3,000 out of pocket. There is a possibility of saving 40% as an employer and up to a \$40,000 refund at the end of the year. The United Health Care plan would

have a lower copay than our current Aetna plan. Amber Anderson added that one of the benefits of the United Health Care plan is use of telemed with no cost.

Dennis Maggart and Judd Allen from NACO were also present on zoom. Maggart stated that you have to apply to be in the NACO pool and be accepted. The NACO pool deals only with public entities. Public entities are on a budget that they have to live with. The NACO board manages the pool for rate stability. The last three years the rate increase has been 0, 3% and 0. The last 10 years have averaged just under 4%. The goal of the programs is different than what we would hear from carriers. The NACO pool is not self-funded. There is a difference between self-funded and being fully insured. The NACO pool is fully insured and fully participating. Maggart stated that by using United Health Care, Blue Rivers Area Agency on Aging may not solve all of our problems, but it is a step in the right direction.

MOTION to accept the United Health Care Plan as presented by Northwestern Mutual by Braun; second by Haskell; roll call vote; 7 yeas; 0 nays; motion carried.

MOTION to accept the consent agenda by Gakle; second by Seitz; voice vote; motion carried.

DISCUSSION:

Schoenrock asked McKeever if we had filled the Hebron site manager position. As of now the position has not been filled. Hebron meals are currently served out of Deshler center by manager and transported by meal route delivery van, Kathy Sutton.

Douglass asked McKeever when we will be able to start back up the meals in Cortland. McKeever stated that when we are able to open the centers, then Cortland will start getting meals again. McKeever added that we already taking some home delivered meals to Cortland.

McKeever discussed the progress of getting the shelf stable meals that were purchased out to the clients. McKeever also stated that we are also having a meeting with Davenport Achievement Board about the lease and rent of the Davenport Site. McKeever will contact Richard Swenson for support on this as he represents Thayer County and lives in Davenport.

FINANCIAL REPORT – BETH WILLIAMS

Williams discussed the financial reports that were distributed to the board to review. We used Cares Act funds, Big Give Gage Funds and part of a Beatrice Community Hospital Grant to purchase two new Nutrition Meal Delivery Vans. The current vans are older and in need of repairs. Schoenrock added that the Executive Board approved the purchase of the two vans. Williams stated that spending CASA funds will be our focus the next few months, as these funds cannot be carried over year to year. We will also spend the balance of Cares Act money. The federal funds are available until September 30th. All programs are on target. Erickson has some Title IID Evidence based programs that we may be able to conduct via zoom meetings. This would spend IID funds and provide additional services to more people. The Service Coordinators and Care Managers are ready to get back out and visit their clients, but will be working with the public health departments to determine when that can occur. Right now we are at 39% of our budget overall.

MOTION to approve the Financial Report and the December 2020 and January 2021 expenses by Nieveen; second by Haskell; voice vote; motion carried.

EXECUTIVE DIRECTORS REPORT – CARLA FRASE

- November 17 Nov NE Time Study Workgroup meeting.
- November 18 ADRC Referral Process Session, Budget Revision approved/SUA
- November 20 Meeting with Vicky McNealy the director of SENCA via Zoom with McKeever, regarding meals expansion to Pawnee City and Humboldt.
- November 24 Training Williams on Fiscal Duties relating to Bank Recon, E-verify and Nebr. Newhire per Corrective Action Plan detailed out by HBE, also developed a volunteer timesheet, for signatures, also listed in the corrective action plan for in-kind matching. Timesheets in use December 1, 2020.
- December 1 went with McKeever to Plymouth to deliver the bulk meals, meet volunteers and thank them.
- December 2 AARP, Caregiving, the Care in Health Care with Richard Lui
- December 3 AARP, Coronavirus Q&A Event, via Facebook, live in the office.
- December 8 ADRC Training, AAA presentations to Disability Partners, Kathy Erickson resented for Blue Rivers Area Agency on Aging at this zoom meeting, as she is the ADRC Supervisor.
- December 9 Advisory Council Meeting
- December 10 ADRC Training on Disability Partners presentation.
- December 14 Insurance quote review with Judd Allen
- December 15 ADRC Consumer Review
- December 15 Nutrition Coordinator's meeting
- December 16 Dec Ne Time Study workgroup meeting via zoom
- December 16 check in call with Cynthia Brammeier
- December 17 training Williams for annual review of NIRMA insurance policies, per Corrective Action Plan
- December 17 received 700 sets of 7-day shelf stable meals
- December 17 zoom meeting with Nebraska Strong Recovery Unit on "Self-Care" for all staff
- December 23 Conference call with Madhavi and Cynthia, including Kathy Erickson on Senior Volunteer Program beginning July 1, 2021
- December 23 Presented a program to the Nebraska City Rotary Club regarding our Agency and services available. There were 20 people on the zoom meeting.
- January 5 State Program Report training with Williams and Erickson on variance report.
- January 5 Met with the management team regarding Monitoring Tools, Training on Goals, Strategies, Objectives and Performance Measures that our agency has achieved the past 6 months.
- January 7 Disability Education Series on Nebraska Olmstead Plan
- January 8 continuing Disability Education Series on Nebr. Olmstead Plan, based on the Americans with Disabilities Act, and signed into law in 1990 by George Bush and that Separate can never be Equal. ADA takes sledge hammer to wall of exclusion organized under 5 titles: Employment, State/Local Government, no persons of public entity may discriminate, Telecommunications-providing services of TTY etc. and Miscellaneous. The Olmstead Plan must have concrete goods, timelines and benchmarks for providing and implementing community based services and may not simplify or contain vague assurances by the State. Nebraska signed bill into law May 17, 2019. Project manager hired and steering group is identified to meet

quarterly to make sure all federal guidelines and strategies outlined in the plan are met. Next Education Series on February 4, Centers for Independent Living: What's at the Core?

- January 12 AAA Director's Meeting
- January 12 Nutrition Coordinators Meeting
- January 13 Ne Time Study Workgroup
- January 13 Elder Rights Coalition Meeting
- January 13 Met with Les White at Twin Rivers regarding the approved purchase of 2 replacement meal delivery vans
- January 14 Luncheon meeting with Chuck Bentjen and Kathy Erickson regarding a Legal Services contract of \$25,000 CASA funds to begin 7/1/2021, and to replace the current Senior Volunteer Program funds. He agreed to do this, will develop a program and contract and is aware of the SUA guidelines, as he currently has similar contract with SCWAAA. He plans to become an Aging Law Specialist, developing his programs as such.
- January 21 Management team met with Christina Lyons from the Beatrice Daily Sun regarding information for an article regarding our services we provide, service area, transit system etc. The article was in the Silver Solute edition of the Beatrice Daily Sun on January 29.
- January 22 Management team attending breakfast meeting, Mandating the Covid-19 Vaccine: Important Considerations.
- January 22 ADRC Leadership Team Meeting

Our monitoring visit will be on February 17th remotely. We have yet to receive the agenda. We have been busy sending the State Unit on Aging information they are wanting to look at. We also sent them multiple pages of trainings that staff have been taking. We wanted them to know we are doing training. The management team met with Christina Lyons from the Beatrice Daily Sun. We are working on creative ways to promote our services. Frase also works closely with our Advisory Committee who are helping distribute our Table Talk and brochures in their counties. This month we sent out an introductory letter, a Table Talk and brochure that talks about all of our services we offer to all the City Clerks, County Clerks and Mayors in the eight counties we serve. This is to let them know what is available in their community and as a leader of their community we wanted them to be aware of these things. Frase thought that would be great PR that wouldn't be very costly or time consuming. Frase is interested to see if there is any feedback from it. Previously Frase has attended a Rotary Club meeting promoting our services in Nebraska City. In Pawnee County our Advisory Council member has lots of ideas for meetings to promote our services. The management team attended a breakfast meeting via zoom called Mandating the Covid-19 Vaccine and the Important Consideration. They said that as a company we can mandate that all of our employees get the vaccine. At this point in time where it is not readily available it is pretty much a moot point right now. We have some of our staff that have received their first vaccine. This includes our dispatcher, some bus drivers and our senior center staff in Beatrice. Frase called about Care Managers and Service Coordinators to go to the immunization clinic. They are wanting to get out to see their clients. Frase hasn't received a call back as of yet.

Schoenrock asked if all of our Nutrition site managers would be getting vaccinated also. Frase stated that the National Guard had previously contacted her over a month ago to see how many employees we had who would want it. McKeever had called all of the sites and gave them the phone numbers of those who wanted it. Every Health Department who are in charge of these clinics are doing them at a different rate and different ways.

Lindell added that as of 11:59 p.m. tonight it will be mandated that all people using public transportation must wear a mask. We have been requiring it since we re-opened the transportation.

Frase stated that when she is in her directors meeting they have discussed whether to open up the senior centers. None of the sites have been opened in the state except contracted sites of which the directors have no control over. We will be working with the Health Departments and the State Unit on Aging before considering opening the centers because that is the last place we want to have an outbreak. We previously looked into the shields to put up on tables. The cost was \$500 per table with the possible cost of \$72,000 to put them in all of our centers to do 10 tables at each center. That is too costly to do. So we will not be doing it. We would rather use the \$72,000 in our services. As of now everyone is still being fed, they are getting housekeeping and a meal. So we will be staying on Course as we have for the past 11 months. Schoenrock commended Frase for the excellent reports she puts together for the meetings. They can see that she is very engaged.

MOTION to approve the Executive Directors report by Braun; second by Seitz; voice vote; motion carried.

DISCUSSION AND/OR ACTION: BOARD MEMBERS SIGN UP TO REVIEW MONTHLY BILLS FOR 2021 (TWO MEMBERS EACH MONTH)

Fossler will send out another email to all board members in regards to signing up to review monthly bills. An email had previously been sent out, with only a few responding.

DISCUSSION AND/OR ACTION: CONFLICT OF INTEREST ANNUAL STATEMENT

As of today we are only awaiting the Annual Conflict of Interest statements back from two members.

DISCUSSION

Haskell asked if they needed to do anything about the volunteer time that had been emailed to members. Williams stated that it was a policy that we are needing to take care of to clear up from our last monitoring visit. The SUA is wanting us to keep track of volunteer time. Volunteers are now having to fill out a time sheet to prove their time. We had to determine what their time was worth to claim it. Volunteer time is now being recorded and assessed at minimum wage. It will be put on the budget as an In Kind fund. That will be next year when we do the budget. The policy states what method we are using. If there is a variance from that and someone is in a higher capacity, then we would have a job description and what wage we would hire someone and attach it to that person. If it was a professional services, we would use the going rate. Williams sent it out to the board members for the board approval of the policy. This will be added to the agenda for the next board meeting, since it was not on the agenda for this meeting.

NEXT GOVERNING BOARD MEETING will be on Monday March 22, 2021 at 1:00 p.m. at Blue Rivers Area Agency on Aging, 103 Eastside Blvd., Beatrice.

MOTION to adjourn by Douglass; second by Nieveen; voice vote; motion carried.

MEETING ADJOURNED at 3:00 p.m. by Schoenrock

RECORDING SECRETARY

Tracie Foster