

Blue Rivers Area Agency on Aging Governing Board

Minutes

November 15, 2021

The regular meeting of the Governing Board of Blue Rivers Area Agency on Aging, 103 Eastside Blvd., Beatrice, NE and also available via Zoom was called to order at 1:00 p.m.

Board members present: Schoenrock, Gakle, Haxby, Ferguson, Haskell, Krueger, Seitz and Swenson

Absent: Crownover, Douglass and Hall.

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; Clifton Lindell, Transit Manager; Tracie Fossler, Administrative Assistant and Amy Mason, Fiscal & Data Clerk Assistant.

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

MOTION to accept the agenda and consent agenda by Gakle; second by Haxby; roll call vote; eight yeas and zero nays; motion carried.

INTRODUCTION OF AMY MASON, FISCAL & DATA CLERK ASSISTANT – CARLA FRASE

Frase introduced Amy Mason, Fiscal & Data Clerk Assistant who started with our agency on October 7, 2021. Mason told the board a little bit about herself. Mason is from Wymore and has three daughters and two granddaughters. She worked the last two years as a pharmacy tech in Wymore. Before that she worked ten years for the City of Wymore as the Treasurer and 13 years for the bank in Wymore. She has a lot of banking, money and numbers in her work history. On behalf of the board, Schoenrock welcomed Mason to the team.

TRANSIT REPORT – CLIFTON LINDELL, TRANSIT MANAGER

The Transit report was distributed to all board members to review. For the first quarter of the Fiscal Year, passenger numbers continue to rise slowly. We are seeing a slow rise also in the MTM Contract passengers across the area. Several of the buses continue to be problematic for us and our passengers and we are working closely with the NDOT staff in Lincoln. Both the State and Federal DOT want more information about how the Federal dollars are being spent for the buses and we are providing this to them on an as needed basis. The October numbers are holding steady as well with passengers going further than before. We are getting more students at Peru State College that are riding to the stores in Nebraska City. Lindell heard that the chips for vehicles are finally arriving in the states, with the hope that we can start receiving our new buses earlier than 2023. We are having issues getting appraisals for the two buses we have here in Beatrice that we need to dispose of. We need to have two appraisals each for their value before we can sell them. They are currently taking up space in the Senior Center parking lot.

NUTRITION REPORT – CARMEN MCKEEVER, NUTRITION MANAGER

The Nutrition report was distributed to all board members to review. The transmission went out in the 2006 Dodge Caravan that was being used for meal delivery to Plymouth and Cortland. It had over

200,000 miles on it and was needing replaced. We have since sold it and are currently using one of our staff cars to deliver those meals until we can get another van purchased. We have not been able to open the Hebron center due to needing a gas line installed to hook up a stove. We are starting to have issues getting some foods and to-go containers. Sites are checking local stores for sales on meat to save money. McKeever has been working with the centers to do more cooking from scratch to keep raw food costs down. The board discussed who we could possibly reach out to for help due to the rising costs, so we can continue providing nutritious meals to our seniors in our communities who desperately needs our meals.

HOME & COMMUNITY OPTIONS REPORT – KATHY ERICKSON, MANAGER

The Home& Community Options Report was distributed for all board members to review. Erickson discussed how the Medicaid Referral process is going since it had been changed as of July 1, 2021. It is still not going well. We have people who are not receiving our help due to the new process. Screeners don't know what to look for or ask. Schoenrock suggested talking with our senators for help in getting it changed. Much discussion.

MOTION to approve the Transit Report, Nutrition Report and Home & Community Options Reports by Haxby; second by Haskell; voice vote; motion carried.

FISCAL REPORT – BETH WILLIAMS, FISCAL OFFICER

The Fiscal report was distributed to all board members to review. We are spending the CASA funds first as they cannot be carried from year to year. Next we will be using our carryover funds. We finally received three quarters of the MAC funds. We are still waiting on information on the ARPA funds from the SUA and then we will be able to do a budget revision. We are looking at options for expanding and enhancing programs and starting Pilot projects. The audit report will be available for review at the January meeting. We are going to have an all staff appreciation Christmas party on Friday December 17, 2021. It will be held at the Beatrice Senior Center. There will be lots of fun and games, along with a catered lunch.

MOTION to accept the Financial Report by Swenson; second by Seitz; voice vote; motion carried.

DISCUSSION AND/OR ACTION: APPROVAL OF THE SEPTEMBER & OCTOBER 2021 BILLS – BETH WILLIAMS, FISCAL OFFICER

MOTION to approve the September and October 2021 Bills by Seitz; second by Ferguson; voice vote; motion carried.

APPROVAL OF A GAGE COUNTY MEAL DELIVERY VAN – CARLA FRASE, BETH WILLIAMS & CARMEN MCKEEVER

Williams stated that we are in need of purchasing a new meal delivery van for Gage County, since the old van can no longer be used. Williams asked the board to approve the purchase of a new van, with the reminder that we are also still looking for a van for Otoe County meal delivery, which was approved in the prior Fiscal Year.

MOTION to approve the purchase of a Gage County meal delivery van by Haxby ; second by Gakle; voice vote; motion carried.

EXECUTIVE DIRECTORS REPORT

- September 28 – October 1 Annual Audit with HBE – Lincoln in house
 - September 28 Nutrition Coordinators meeting
 - September 29 SPR training via Webex
 - September 30 Staff meeting in house
 - October 1 Senior Fair at the Beatrice Senior Center – 4 staff were there
 - October 4 Ne. RMTS Workgroup meeting
 - October 5 met with Lisa Loseke from Capital Business System regarding a copier bid
 - October 6 Nebr. Olmstead Plan Focus Group via zoom, as an advocate
 - October 7 Amy Mason, New Fiscal Assistant/Data Clerk began at Agency
 - October 12 AAA Director’s meeting via zoom
 - October 13 Elder rights Coalition, webex
 - October 14 Aging Advisory Committee meeting
 - October 15 Stakeholders Strategic Planning Session
 - October 15 Met w/ Cinema Center Representative regarding and Agency ad on every movie in Beatrice for \$675.00, will run November 28 for 50 weeks.
 - October 15 ESI Phones Renewal, met with Capital Business Management
 - October 18 AAA/LHD Quarterly call
 - October 18 Met with Capital Business Management, signed copier lease
 - October 20 Advisory Board Meeting at Table Rock Senior Center
 - October 21-22 NIRMA Conference in Kearney
 - October 27 Management Team meeting
 - October 27 Care Management Billing via webex
 - October 28 Nutrition Coordinators meeting
 - October 29 Staff meeting, with in house staff
 - November 2 Save Your Brain with Dr. Shah, dementia contact
 - November 3 Management Team meeting; Discuss All Staff Christmas Party
 - November 4 Continuation of in house Audit with HBE, due to NDOT Federal Funds
 - November 4 NIRMA HR Monthly Roundtable – Workman’s Comp info
 - November 4 Disability Education-Person Centered Planning
 - November 5 Elder Justice Training, in house 8:30-4:30
 - November 9 AAA Directors meeting via zoom
- Upcoming Meetings:
- November 18 Nutrition Coordinators meeting
 - November 19 Statewide Meeting with UniteUs, SUA, AAA’s
 - November 30 Brain Injury Training for AAA
 - December 1 ADRC Leadership Team meeting
 - December 2 Local Food Coalition, Beatrice Public Schools Admin.
 - December 3 Meet with Fairbury City Administrator regarding new contract
 - December 13 NE IFF AAA Workgroup

Frase stated that our annual audit is still on going and they were back in house on November 4, 2021 due to the Cares Act money received, the threshold of Federal Funds was lacking in IIIB and IIIC and the Federal portion of Transit needed to be included in the Audit. Hopefully we will have it wrapped up by the January meeting. We will be changing vendors for our copier machine. Frase met with Capital Business Solutions. We will be saving \$32,000 in the next five years by switching to them. They will also service the four printers in the fiscal offices, Erickson's office and Frase's office. This will save money on the cost of toner. We also received a bid on the phone systems from Capital Business Solutions and we will be transferring with them. Right now we are working on a forwarding system and we hope for it to be up and running in a couple of weeks. They have very good references here in town. This was a great way to save money. Schoenrock asked if issues that are brought up in the AAA Directors meetings get addressed. Frase said they do get addressed as they work with the state and between emails they try working on things all of the time to make things better. They are all working as one and it is a great system.

MOTION to approve the Executive Director's Reports by Haskell; second by Ferguson; voice vote; motion carried.

NEXT GOVERNING BOARD MEETING will be on Monday January 24, 2022 at 1:00 p.m. at Blue Rivers Area Agency on Aging, 103 Eastside Blvd., Beatrice and via zoom.

MEETING ADJOURNED at 2:36 pm by Schoenrock.

RECORDING SECRETARY

Tracie Foster