

## **Blue Rivers Area Agency on Aging Governing Board**

### **Minutes**

**December 5, 2022**

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 pm.

Board Members present: Schoenrock, Crownover, Douglass, Ferguson, Haskell, Hill, Krueger, Pohlman and Seitz.

Board Members absent: Gakle, Haxby, Holtzman and Swenson

Blue Rivers Area Agency on Aging staff present: Carla Frase, Executive Director; Beth Williams, Fiscal Officer; Verjean Noojin, Home and Community Options Manager; Carmen McKeever, Nutrition Manager; Cliff Lindell, Transit Manager; Tracie Fossler, Administrative Assistant; Dylan Dell-Haro; Karen Klover, Rachel Theye; Michelle Bernadt and Rachel Theye

Public Guests: None

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

**MOTION** to accept the Consent Agenda by Seitz; second by Pohlman; voice vote; motion carried.

#### **TRANSIT REPORT – CLIFTON LINDELL, TRANSIT MANAGER**

Lindell presented data for the two months of the second quarter. The non-emergency medical transport companies continue to provide us with many trips. We have started to work closer with Flood Communications to advertise our services on their community boards on their radio. Vehicle expenses/repairs are still a major drag on budget. The latest information that we have is that although we are closer to receiving the buses, we are still very far away from actually seeing them. Lindell announced that this will be his last meeting as the Transit Manager, as he is retiring at the end of the month. A new Transit Manager has been hired and will be starting soon. Lindell volunteered to help during this period to help him. Lindell said it has been an honor to have worked with everyone here.

#### **DISCUSSION AND/OR ACTION: TRANSIT SERVICES ADA COMPLIANCE POLICY APPROVAL – CLIFTON LINDELL, TRANSIT MANAGER**

A copy of Blue Rivers Area Agency on Aging – Public Transit Services ADA Compliance for board to look over.

#### **NUTRITION REPORT – CARMEN MCKEEVER, NUTRITION MANAGER**

A copy of the Nutrition Report was given to the board members. Discussion on new staff, Hebron site feedback, signage, volunteers. Beatrice center will be adjusting seating due to repairs to main dining room. Carmen met with BSC president for collaboration on Center there. Almost all of our centers should be receiving their low vision magnifiers from Nebraska Blind and Visually Impaired. All of the centers are working to make our holidays brighter for our Seniors with cards, carolers and music at the centers. McKeever is looking forward to the meetings in Kearney this week and the ability to network with other Nutrition people.

#### **CHOICES UNIT – HOME AND COMMUNITY OPTIONS – VERJEAN NOOJIN, CHOICES MANAGER**

A copy of the Home & Community Options Report was given to the board members. Noojin says that the numbers have slightly declined. We are getting referrals, however, some don't meet the eligibility through the state. We are also getting referrals for people who have been referred to APS. Staff have been doing some outreach. We have been to Tecumseh, Syracuse, Fairbury, Auburn, Beatrice Senior Center and Falls City.

**MOTION** to accept the Transit report and Transit Service ADA Compliance Policy Approval, Nutrition and Home & Community Options Reports by Krueger; second by Crownover; voice vote; motion carried.

## **FINANCIAL REPORT – BETH WILLIAMS, FISCAL OFFICER**

Williams reported that expenses are 33.4% of the year. ARPA funds are now available and we are starting to do some refiguring with the added expenses in Nutrition with enhancements. We received a notice from Thayer County that they will be raising the price of fuel. We anticipate the cost of fuel will increase everywhere.

- **Approval of September & October Bills**
- **Discussion/Approval of Potential ARPA Expenditures** – A list of items were discussed for proposal for use of the ARPA Funds.
- **Discussion and/or action: Staff Use of Agency Programs and Services Policy**- A copy of the policy was distributed for the board to review for approval.
- **Discussion and/or action: Signature Stamp Policy** – A Copy of the Signature Stamp Policy was distributed for the board to review for approval.

**MOTION** to approve the Financial Report, Proposals for ARPA Expenditures, September & October 2022 bills, Staff Use of Agency Programs & Services Policy and Signature Stamp Policy by Douglass; second by Haskell; voice vote; motion carried.

## **DISCUSSION AND/OR ACTION: MEMORANDUM OF UNDERSTANDING BETWEEN BLUE RIVERS AREA AGENCY ON AGING AND THE SENIOR CITIZENS CENTER, INC. OF BEATRICE – CARLA FRASE**

A copy of the Memorandum of Understanding between Blue Rivers Area Agency on Aging and The Senior Citizens Center, Inc. of Beatrice was given out to all members to review.

**MOTION** to vote on the approval of signing of the Memorandum of Understanding Between Blue Rivers Area Agency on Aging and the Senior Citizens Center, Inc. of Beatrice by Schroenrock; voice vote; motion carried.

## **EXECUTIVE DIRECTOR’S REPORT – CARLA FRASE, EXECUTIVE DIRECTOR**

The Executive Director’s notes were distributed to all members via email. The following are highlights of her report.

- Sept. 27 – ADRC Operations Manual Training w/Fritz & Associates
- Sept. 27 – FY2022 SPR Training s/SUA
- Sept. 28 – Blue Rivers Public Transit meeting via Zoom w/Matthew Thielen, Peru State College re: MOU for college student trips to Nebr. City.
- Sept. 29 – LGBTQ – Outreach and Data Collection, via zoom
- Sept. 30 – Met w/Bryan Langdale, Xtreme Motorsports regarding new signage for our building. (Installed on the south side over Thanksgiving weekend). He is still researching the large upright sign for the berm.
- Oct. 6 – State Aging Advisory Committee Meeting, via Zoom
- Oct. 11 – Met w/Beatrice Senior Center Citizens of Beatrice.
- Oct. 11 – October MAC Workgroup
- Oct. 11 – Big Give Gage Check Distribution @ Classics
- Oct. 12 – Care Management/Caregiver/Service Coordinator Meeting with staff.
- Oct. 14 – Monthly APS/AAA Systems Meeting – Discuss APS protocols and field guidance on vulnerability, confidentiality agreements, let by Tony Bonsera, Program Specialist, Kendra Jones, Admin of Abuse/Neglect Hotline, regarding when application to report, and to determine if the adult meets criteria of vulnerable. These are held the second Friday of every month.
- Oct. 17 – Direct Service Waiver Webex w/Ben Stromberg, SUA, more training on Four Year Area Plan.
- Oct. 17 – Check in Call w/Cynthia Brammeier, discussed multiple items: Ombudsman program funds availability; training in Kearney on Dec. 7 & 8; the fact that the Older Americans Act Funding is seed money to collaborate and offer programs in communities, to begin programs and create structure, with the idea that the communities buy in the support these programs monetarily; visibility in our communities’ w/signage. She stated that the connections we have made in our communities is awesome; she was very impressed we got all three of our Senators at one of our meetings. After our discussion concluded, met with the Leadership Team, consisting of the Transit Manager, Nutrition Manager, Choices Unit Supervisor and Fiscal Officer/HR Manager and shared all of the details of the discussion with Cynthia. Cynthia’s final words were as follows: We are doing a great job and

the staff at SUA thoroughly enjoys working with our Agency and hopes that we enjoyed our jobs as much as they enjoy working with us. She also stated that if we need anything from the SUA, we need to be sure to ask. Very Positive and moral boosting for the Agency.

- Oct. 18 – AD&TBI Waiver – TCM/Service Coordination Directors meeting
- Oct. 18 – Nutrition Coordinators meeting
- Oct. 19 – AAA Director’s meeting in Kearney
- Oct. 20 & 21 – NIRMA Conference in Kearney
- Oct. 25 – Life/LTD Insurance Review w/Tammie Matti @ NIS
- Oct. 25 – ADRC Website & Call Center Discussion
- Oct. 25 – Met w/Managers regarding Dec. 7 & 8 meetings in Kearney
- Oct. 26 – Met @ Employ Beatrice, NDOL, shared information on utilizing job descriptions, information on job postings, highly encouraged “hiring & retention” bonuses, as EVERYONE is doing them and need to stay competitive in the job market.
- Oct. 27 – Advisory Council Meeting in Table Rock
- Oct. 31 – Received Transit Manager, Cliff Lindell’s retirement resignation.
- Nov. 1 – ADRC Application Discussion w/ADRC Staff
- Nov. 2 – Met w/Danny DeLong, Agency State Advisory Board Member regarding the “Energizing Nebraska Senior Centers” committee. Work is beginning to “reframe” centers and aging language.
- Nov. 2 – Pre-planning-Area Plan Fiscal Overview w/Gene Hogan, SUA Fiscal from ADP back to MIP
- Nov. 3 – Disability Education Series
- Nov. 4 – Senior Center Survey Results w/SUA Amy H.
- Nov. 4 – Baby Boomers Turn 75: What it means for Lincoln. Very interesting as this will be nation wide and studies show that there will be a worker shortage towards 2028, with a loss of 10% workers in rural areas in next 10 years. This will become a national crisis if we don’t shift our focus to addressing it now. Much debate and conflict is coming to develop and address these needs in elder care.
- Nov. 8 – AAA Directors Meeting
- Nov. 9 – Partners for a Healthy Community at Crete; worked on a draft of a vision statement: A collaborative resource supporting vibrant communities, meaningful connections, and a culture of wellness.
- Nov. 10 – Senior Health Symposium at Thayer County Stastny Center
- Nov. 15 – Nutrition Coordinators meeting
- Nov. 16 – AFLAC meeting for all staff
- Nov. 16 – Made the decision to discontinue meals for under 60 Title XX, unless they live with someone 60+, or reside in Senior Housing, which are Federal Guidelines. We receive \$6.25 from Title XX, and our meals cost \$7 for under 60. We have to subsidize these meals with local funds, which are minimal at best. The can all receive mom’s meals instead of our meals. This decision was made to keep the agency financial supports for the 60+ population which is our mission to serve.
- Nov. 17 – Transit interviews for Transit Manager position
- Nov. 17 – Listening Sessions w/Tony Green
- Nov. 18 – Final interview for Transit Manager job. Interviewers met directly after this interview and made a final decision. Offered the job to Douglas Neemann, who accepted. His start date is December 12, 2022.
- Nov. 23 – Received a check from Farmers & Merchants Bank for \$500 as a Hometown Pride Honoree. Recognition of the service we provide to our communities. We were very honored.
- Nov. 28 – After working on ADRC Grant Application all through November, sent final application to the State Unit on Aging, as it was due 11/30/2022.
- Nov. 29 – Cliff’s Retirement party, well attended by in-house staff and his staff from the eastern part of service area.
- Nov. 30 – Operating Assistance Application Training with NDOT. This two-year budget again. We will need to reach out to all counties for letters of support of financial commitment, per the regulations. We will need to hold a public hearing on the completed two-year budget, and complete a transit resolution for board approval. This application is due to NDOT 3/31/2023.
- Dec. 1 – Disability Education Series, 988 Mental Health Crisis Line
- Dec. 2 – DHHS-DDD and Liberty Healthcare Stakeholder Feedback Session

- Dec. 5 – AD/TBI Waiver/AAA/LHD/DHHS/EDN Supervisor Quarterly Call

Upcoming Meetings/Trainings:

- Dec. 6-8 – Area Plan Training in Kearney, will also meet with our counterparts from across the State in individual meetings: Fiscal, Nutrition, Choices and Directors.
- Dec. 9 – Monthly APS/AAA System meeting
- Dec. 12 – Quarterly Nursing Facility Call, via Webex
- Dec. 14 – Care Management/Caregiver/Service Coordinator meeting
- Dec. 15 – Joni Thomas, Nebraska Total Care

**NEXT GOVERNING BOARD MEETING** will be on Monday January 23, 2023 at 1:00 p.m. at Blue Rivers Area Agency on Aging, 103 Eastside Blvd., Beatrice and via Zoom.

**MEETING ADJOURNED** at 2:51 p.m. by Schoenrock.

RECORDING SECRETARY

*Tracie Foster*