

## Blue Rivers Area Agency on Aging Governing Board

### Minutes

July 25, 2022

The annual 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, Gakle, Haxby, Haskell, Hill, Krueger, Pohlman, Seitz and Swenson.

Absent: Crownover, Douglass, Ferguson & Holtzman

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

Public Guests: Danny DeLong

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

**MOTION** to accept the Consent Agenda by Haxby; second by Swenson; voice vote; motion carried.

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

Lindell distributed his report for the final quarter of the fiscal year 21-22.

	April	May	June
Passengers	1750	1553	999
Trips	2821	2600	1812
Miles Driven	13440	2365	3360
Peru State	0	0	0

As it is well known throughout the country, fuel and supply line issues have interfered with our ability to keep all of the buses on the road at any one time. We have recently started to have some of the lifts needing repair and reinforcement in June and we are still awaiting word from the NDOT about the replacement of many of the current buses (excluding the new ones purchased). It appears that there is some kind of snag within the DAS in Lincoln over purchasing the smaller buses on a large contract. As you can see from the above table that the passenger load has seen the expected seasonal decreases as the kids and kid day cares have changed their destinations dramatically. It can also be seen that the overall mileage has decreased along with the passenger decrease. We are looking at increasing our advertising of the service, especially the Inter-City Buses via the Facebook page. We have as well as posting flyers in the various locations we serve, i.e., post offices or other large traffic sites in the towns. All of the current 3G Zonar units have now been upgraded to the 4G signal and already have noted better reception among vehicles as far away as Omaha and Lincoln from Auburn or Hebron. The rate increase discussed last month did cause some slight withdrawal of passengers, but when they were told of the price of fuel. The passengers seem to be understanding. Lindell reported that they had been on a phone conference with Peru State College this morning. We are trying to expand our transportation services with them. The day we take the students to Nebraska City has also changed.

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

Beatrice numbers continue to rise for both home delivered and congregate meals. Many days they are serving over 200 meals. We are struggling at finding volunteers to help deliver in Beatrice and on most days, we have part of the kitchen team deliver to make up the difference.

In Syracuse, we have hired a new Site Manager, Julie Wiebusch and she started her position July 11. Our cook position has been filled by a previous employee. Mary Wilson had retired and will come back on a part-time basis so we will have three that are rotating hours to keep the kitchen going. There will be a Diabetes Education program put on by Syracuse Area Health on August 23 from 10:30-11:30 am. We are excited to collaborate with them to bring this program to the center so we can possibly recruit others to join us for congregate meals.

In Deshler, our newly hired Site Manager was dismissed from her duties and Kathy George was gracious enough to step in and work on a daily basis.

In Fairbury, our cook retired due to medical concerns and we have hired a new head cook and an assistant. Brenda Williams will be the head cook and Veronica Prosser will assist her.

The Diller route position is filled. We have been working with the City of Fairbury on the renovation for upgrades to the Community Building/Sr. Center.

In Palmyra, Karen Skinner joined our team to help Co-Manage with Jackie Thomsen-Bremmer.

Numbers for congregate meals are stagnant and we are looking for ways to attract new diners.

In Sterling, Doris was able to move back into the original center after repairs had been completed.

Hebron started their congregate meal service on May 16. An Open house was held on June 3 with cookies and root beer floats. Entertainment was also provided and there were about 11-12 in attendance.

Signage has been at a standstill and we will switch to a vendor closer to Hebron to get this completed in a timely manner.

Miscellaneous:

Held a Site Manager/Cook meeting on June 16 with 100% attendance. The team was glad to come together to discuss various situations and solutions and learn from each other.

Farmer's Market Coupons finally arrived on June 8. The Site's did a great job getting them out to their clients and the community.

Hubbell has contacted us about trying to get meals to their community.

Started a new Home Delivered meal verification form for all home delivered meals, which has created a plethora of concerns among team members and clients.

Continue to work on the new menu system and streamlining our meal costs with Sysco. Training will take place next week for the cooks to order groceries on-line thru their Sysco account.

Swenson commented that he had heard from someone that when their father didn't show up for Lunch at the Davenport Senior Center, someone from the Senior Center went to look for him. They were very pleased that they went to check on him. Swenson commented that the number of people that are eating at the Davenport Senior Center is down, since the time lunch is being served was changed to an earlier time. Swenson asked if the center could still use the kitchen in Davenport. McKeever said that they still have equipment there and they could heat up the meals in the microwave if needed.

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

Noojin introduced Kathy Callahan-Thies who is our new Service Coordinator. Noojin presented her report to the board.

#### **4th Quarter FY 21-22**

##### **Medicaid Waiver (MW)**

April 2022- began with 90 clients, discontinued 4=86.

May 2022- began with 86, assessed 5 new, discontinued 4= 87.

June 2022 - began with 87 added one new client; discontinued 3 = 85.

##### **Senior Care Options (SCO)**

April 2022 - 7 screens

May 2022 - 12 screens

June 2022 - 9 screens.

##### **Care Management (CM)**

April 2022 - contacted 124 clients, 322.5 hours

May 2022- contacted 125 clients, 342 hours

June 2022 - contacted 128 clients, 311.75 hours

##### **Personal Emergency Response Units- CM**

April 2022 - 29

May 2022-28

June 2022 - 28

##### **111-E Caregiver Support Program**

January 2022 - contacted 16 clients

February 2022 - contacted 13 clients

March 2022 - contacted 15 clients

##### **111-E Caregiver Support Program**

**There are currently no active caregiver support groups in progress.**

##### **Aging and Disability Resource Center (ADRC)**

April 2022 - 56 Information & Referral contacts with  
30 clients

May 2022 - 62 Information & Referral contacts with  
30 clients

June 2022 - 61 Information & Referral contacts  
with 37 clients

Some clients make contact with the agency more than once during a month.

##### **111-B In-Home Services Chore**

April 2022 - 6 hrs., 5 clients

May 2022 - 38.5 hrs., 13 clients

June 2022 - 42.5 hrs., 15 clients

##### **Homemaker**

April 2022 - 48 clients, 439 hrs.

May 2022 - 55 clients, 489 hrs.

June 2022 - 53 clients, 484 hrs.

\*This includes Title XX hours.

Kathy Callahan-Thies, RN, has been hired as our new Services Coordinator for Medicaid Waiver. She began her position in late June, and is currently being trained. We are excited to have Kathy on our team.

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

**July 2021- March 2022 Blue Rivers Program Expenses - 75% of year**

**Title 111B-InHome Services**

	<b>Budgeted</b>	<b>YTD Expenses</b>	<b>% Used</b>
CASA	\$ 121,500	\$ 121,500	100%
CASA (used as Match)	\$	\$	
Reservation Table	\$ 136,412	\$ 29,108	21%
Carryover	\$ 154,760	\$ 56,312	36.39%
MAC (If dispersed)	\$ 30,000	\$ 604	2%
<b>Total Budget</b>	<b>\$ 442,672</b>	<b>\$ 207,525</b>	<b>47%</b>

**Title IIIIC1-Congregate Meals Services**

CASA	\$ 256,410	\$ 256,410	100%
CASA {Used as Match)	\$	\$	
Reservation Table	\$ 204,251	\$ 204,251	100%
Carryover	\$ 179,970	\$ 179,970	100%
NSIP	\$ 60,468	\$ 27,790	46%
<b>Total Budget</b>	<b>\$ 701,099</b>	<b>\$ 668,421</b>	<b>95%</b>

**Title IIIIC2-Home-Delivered Meals Services**

CASA	\$ 133,087	\$ 133,087	100.00%
CASA {Used as Match)	\$	\$	
Reservation Table	\$ 88,999	\$	0%
Carryover	\$ 184,898	\$ 139,892	76%
NSIP	\$ 40,240	\$ 62,008	154%
HDCS	\$ 68,464	\$ 38,924	57%
<b>Total Budget</b>	<b>\$ 515,688</b>	<b>\$ 373,911</b>	<b>73%</b>

*HDCS - All Covid HD Currently*

**Title IIIIE-Self Directed Care/Assistance[Administration**

CASA	\$ 8,462	\$ 8,462	100%
CASA {Used as Match)	\$	\$	
Reservation Table	\$ 56,410	\$ 195	0%
Carryover	\$ 68,744	\$ 68,744	100%
MAC (If dispersed)	\$ 10,000	\$	0%
<b>Total Budget</b>	<b>\$ 143,616</b>	<b>\$ 77,401</b>	<b>54%</b>

**Title 111D- Health Promotion/Disease Prevention**

CASA (Used as Match)	\$	\$	0%
Reservation Table	\$ 9,241	\$	0%
Carryover	\$ 36,043	\$ 2,876	8%
<b>Total Budget</b>	<b>\$ 45,284</b>	<b>\$ 2,876</b>	<b>6%</b>

## Care Management

Total Budget	\$169,384	YTD Expenses	\$ 182,997
Unit Rate Reimb	3424.25 X 45.78	less billed amounts	\$ 154,725
Expenses over Reimbursement			\$ 28,272
		Total Expended	108%

## LOC Determination

YTD Expenses	\$ 17,090	18%
Budget	\$ 96,000	
Budget Balance	\$ 78,910	

## Medicaid Waiver

YTD Expenses	\$ 355,666	76%
Budget	\$ 465,500	
Budget Balance	\$ 109,834	

## Inkind Recorded

IIIB Programs	\$ 68,967	82%
IIICI Programs	\$ 478	48%
IIIC2 Programs	\$ 332	67%

## Title XX Received

IIIB hskpr	\$ 40,807	102%
IIICI Meals	\$ 10,161	44%
IIIC2 Meals	\$ 102,246	205%

## Contributions Received

IIIB Hskpr/Handyman	\$ 9,575	106%
IIICI Meals Contributions	\$ 112,109	56%
IIIC2 Meals Contributions	\$ 177,184	185%

## NSIP

IIICI Meals	\$ 27,790	46%
IIIC2 Meals	\$ 38,924	57%

Discussion was held regarding ideas and thoughts to get clients to return to the centers for congregate meals. Williams reported that the cost of food and fuel are effecting our budget. Williams plans to check into grants from the Wirth and Thomas Foundations to help provide funds for services. Williams plans to look into their requirements for a grant. She also plans to hit up the BCH Foundation again for a grant. We are also sending out our requests for match funds at same rate as last year. We will evaluate these amounts.

**MOTION** to approve the Transit, Nutrition, Home & Community Options, Financial Reports and April, May & June 2022 bills by Krueger; second by Haskell; voice vote; motion carried.

#### **DISCUSSION OF AN INCREASE OF SUGGESTED MEAL CONTRIBUTIONS: WILLIAMS & FRASE**

Williams and Frase started a discussion about possibly raising the suggested contribution for meals for people 60+ from \$4 to \$5 and 59 and under from \$6 to \$7. With the price of food constantly on the rise, they feel it is necessary to increase the suggested contribution. If approved the suggested contribution will change as of September 1, 2022.

**MOTION** to approve the Increase of the Suggested Meal Contributions by Haxby; second by Krueger; voice vote; motion carried.

#### **DISCUSSION OF SIGNAGE FOR – CARLA FRASE, EXECUTIVE DIRECTOR**

Frase handed out some photos of building signs. Schoenrock asked if any of the board opposed us getting signage, no one opposed. This was approved by the board.

#### **NEBRASKA CITY TRANSIT OFFICE OWNERSHIP CHANGE – FRASE, LINDELL & WILLIAMS**

The Nebraska City transit office was sold. Williams and Frase reached out to the landlord about it. After reaching out to new landlord we were told that all contracts would be null and void unless a new contract could be negotiated. Another building was located nearby with comparable rent. The office will be moving on Friday.

#### **AREA PLAN DISTRIBUTION – CARLA FRASE**

A copy of the Area Plan was given to all members present. The other members will receive their copy at a later date. The Area Plan has been approved with minimal changes. Schoenrock explained to the board that our history is in that plan and if asked what we do, the plan tells it all.

#### **JUNE 7 & 14, 2022 HAIL STORMS – FRASE & WILLIAMS**

There are six staff vehicles and one bus that received hail damage. We are awaiting the estimates for the rest of the vehicles to get insurance approval and begin repairs.

#### **ANNUAL STAFF TRAINING SEPTEMBER 19, 2022 – FRASE & LEADERSHIP TEAM**

This will be our first training since the beginning of the pandemic. T-shirts will be handed out at the All Staff Training and Frase has ordered extra shirts for future new employees and to recognize some of our volunteers. We will be having a picnic in the park at the Chautauqua Park. This training is mandatory for all staff to attend.

## EXECUTIVE DIRECTOR'S REPORT – CARLA FRASE, EXECUTIVE DIRECTOR

- April 26: 2pm-Charting the Life Course, AD Waiver Service Coordination Presentation by Karen Houseman, DHHS Program Manager II, HCBS Waiver Services Operations DDD
- April 26: 3pm-Nutrition Coordinator Meeting
- Updates continue as SUA request for Area Plan Last Week of April through First Week of May
- May 4: 1pm-Person Centered Planning, Mark Friedman
- May 5: 11am-Met w/Laura Weatherby, Resource Developer for Medicaid, SSAD and Waiver Programs re: Title XX agreements, rates, background checks
- May 5: 12pm-NIRMA roundtable
- May 10: 9-12-AAA Director's Meeting, see agenda, minutes, Cynthia notes
- May 12: 12pm-Nebraska Caregiver Coalition
- May 16: Received email notification from SUA-AREA PLAN APPROVED!
- May 16: 10am-ADRC Leadership Team Meeting
- May 16: 11am-3:30-Interviews for Service Coordinator position
- May 19: Received Beatrice Community Hospital Foundation \$5000 check towards the purchase of a transportation vehicle. We have currently received \$13,402 from Big Iron Auctions for 2 Beatrice buses and 1 Syracuse bus-to be utilized in the transit program
- May 19: I had carpal tunnel surgery-out through June 3, still worked on emails etc. from home during that time.
- May 24: 3pm-May nutrition coordinators meeting
- June 6: 8:30am-Legal Services training presented by Chuck Bentjen, attorney
- June 6: Received notification from All-Savers, United Health Care of an annual reconciliation of surplus being returned to Blue Rivers, see letter
- June 7: 8:30am-Big Give Gage discussion on project for 2022-Transportation services in Gage County
- June 7: Purchased two Jeep Compasses for AD Waiver program from Twin Rivers
- June 8: 8:30am-Care Management/Respite meeting w/CM/Choices supervisor
- June 9: 2pm-check in call w/Cynthia Brammeier
- June 9: 3pm-Met w/Leadership Team, see minutes
- June 13: 9am-Supported Decision Making presentation-very informative, Nebraska has undertaken this initiative as an alternative to Guardianship, a collaborative effort sponsored by Disability Rights Nebraska, the Nebraska DD Council and UCEDD I have pictures of slide presentation if interested
- June 13: 2pm-Quarterly Nursing Facility Call
- June 14: 9am-12:30am-AAA Directors Meeting, see Agenda/minutes
- June 15: 9am-Leadership Meeting
- June 16: 8:30am-Staff meeting
- June 16: 11am-Looking ahead the latest research on Alzheimer's
- June 16: 3pm-ADTBI-Therap questions Web-EX
- June 22: 2pm-June Nutrition Coordinators Meeting
- June 23: 11am-APS presentation by Susan Bergmeier, in-house to staff

- June 27-June 29: in-house-scheduled county board meetings, zoom on technical iN2L technology; completed WEAAD report, submitted, Erik White call on home delivered language; background checks; staff stuff
- June 30: 12pm-Zoom Healthy Living for your Brain, Body and Mind-Alzheimers
- July 7: 9:15am-"What Matters Most"-Person Centered Webinar, required by SUA
- July 7: 12pm-NIRMA HR-How to Hire-Beth attended
- July 11: 10am-AD/TBI Waiver-AAA/LHD/DHHS/EDN supervisor quarterly call, slides available if you want to see them
- July 12: 9:30am-Pawnee County Board Meeting
- July 12: 10am-2:45pm-AAA Director's meeting via Zoom
- July 13: 8:30am-KWBE Radio Broadcast Discussion on Dementia/clients/care available. Reps from BCH, Whispering Pines and Blue Rivers, on collaboration of services.
- July 13: 1pm-Elder Rights Coalition
- July 14: 9am-MaC Workgroup Meeting
- July 14: 3pm-Division of Development Disabilities/Liberty Healthcare-Karen Houseman facilitator
- July 15: 10-2 pm-Pop-Up Dementia Booth @ Beatrice Community Hospital, 5 staff in Choices Unit involved, a lot of foot traffic and interest
- July 20: 10am-Nemaha County Commissioners Meeting, Auburn Courthouse, see report, 20 minutes, some questions asked, well received.
- July 20: 2-3pm, Beth and I attended Employ Beatrice-sponsored by NDoL; information on Gage wages vs. statewide, vs. job positions. NDoL is willing to work with employers in all aspects of hiring-completing our job postings on-line, freeing up our staff etc.
- July 21: 10:30am-ADRC Leadership Meeting
- Elder Justice Training Flyer for August 10, 2022, 8:30am – 4:30 pm attached
- MAC funds for Q2 2022 claim is \$31,312. This is for March-April-May 2022 claiming. Still outstanding is Dec-Jan-Febr 2022 for \$38,700.

#### Upcoming events:

- July 26: Jefferson County Commissioner Presentation
- July 27: Advisory Council Meeting at Senior Center, 12 pm, see Agenda
- August 1: BigGiveGage Meeting, BCH 12-1
- August 2: 8:30am-Otoe County Commissioners Presentation
- August 3: 9am-Thayer County Commissioners Presentation
- August 9: 9am-AAA Director's Meeting, via Zoom
- August 10: 8-4:30, Elder Justice Training, in-house, our facility is open to public.
- August 16: Johnson County Board, 7:30 am presentation  
While speaking about the transportation department, Frase informed the board of all of the special Day Trips that our Transit Dispatcher Cathy Rakes has been setting up. Rakes has been out promoting our transportation program. Rakes has been working with all Transit Sites setting up these special trips, so they try to set up the trips all on the same days. Schoenrock asked how our pay for transit employees compares with the State of Nebraska in our areas. Frase stated that Gage County is still the lowest paid entity other than Nemaha County. The Dept. Of



Labor will post our jobs on their website, instead of staff inhouse. Schoenrock recognized Frase for all of the things she does and how busy she always is. Frase also noted that staff are also promoting our services. We have also purchased some swag to hand out at events. Frase handed out some to the board. Frase has been going out and meeting with the county boards and speaking about the services we offer in their counties. She also distributes reports showing the services currently utilized in their counties. These presentations promote our services and informs the county commissioners the valuable our services are to their counties, which gives a great picture as we ask counties for match funds. We do not have an agreement with Richardson County. We only have an agreement with City of Falls City. Frase plans to get together with Richardson County and Mark Schoenrock to look into setting up an inter-local agreement with Richardson County, as we provide multiple services in that county. Frase is also waiting to hear from Gage County on when she can meet with them.

**MOTION** to approve the Executive Director's Report by Haskell; second by Pohlman; voice vote; motion carried.

**NEXT GOVERNING BOARD MEETING** will be on Monday September 26, 2022 at 1:00 p.m. at Blue Rivers Area Agency on Aging, 103 Eastside Blvd., Beatrice and via Zoom.

**MEETING ADJOURNED** at 2:15 p.m. by Schoenrock.

RECORDING SECRETARY

*Tracie Foster*