

Blue Rivers Area Agency on Aging Governing Board

Minutes

March 27, 2023

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, Gakle, Haxby, Crownover, Douglass, Haskell, Harkendorff, Hill, Krueger, Pohlman, Swenson, Seitz and Weiss

Board Members absent: none

Blue Rivers Area Agency on Aging staff present: Carla Frase, Executive Director; Beth Williams, Fiscal Officer; Verjean Noojin, Choices Unit Manager; Carmen McKeever, Nutrition Manager; Tracie Fossler, Administrative Assistant; Deanna Rentschler; Amy Mason

Public Guests: none

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

MOTION to accept the Consent Agenda and Meeting Minutes from January 23, 2023 by Haxby; second by Gakle; roll call vote; motion carried.

TRANSIT REPORT – DOUG NEEMANN, TRANSIT MANAGER

A copy of the Transit report was distributed to all members prior to today's meeting via email. Blue Rivers Public Transit was chosen to be featured in the Faces of Transit in Nebraska project to spread awareness on public transportation in rural communities and how it improves the everyday lives of the ones we love. Kate Littrel from White Shutter Media was here on March 8 to film and do interviews. A full-time driver (Samantha Hein) was hired in Fairbury. Nebr. City Bus 5 is currently on the Big Iron Auction, due to heavy rusting, unsafe driving. Transit Week is April 9-15.

NUTRITION REPORT – CARMEN MCKEEVER, NUTRITION MANAGER

A copy of the Nutrition Report was distributed to all members prior to today's meeting via email. Carmen gave an overview of the information listed in her report. Beatrice Meal route van lost the transmission on February 28 and waiting on warranty information. The Beatrice Sr. Center is open after remodel. The Fairbury Sr. Center is currently in their remodel and will hopefully be back open to congregate dining on March 30. We will have activities in the completed center to welcome people back and see the changes. Tai Chi is being offered in Hebron center.

Fall City has a cook vacancy. Manager is working on a restructuring of duties there. Sterling celebrated 40 years as a Sr. Center on March 19, with 90 in attendance. The yearly State Monitoring visit was at Beatrice and Nebraska City this year. Everything seemed to go well with slight recommendations. In April our Home Delivered Meal recipients will complete validation forms to qualify for HD Meals, with the intent that only actual homebound clients will receive HD meals, easing meal deliveries and increasing congregate and To Go meal numbers.

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

A copy of the Home and Community Options report was distributed to all members prior to today's meeting via email. Verjean gave an overview of the information listed in her report. Medicaid Waiver Caseloads remain stable. In-person training for the Waiver Services Coordinators was held in Omaha and Lincoln in February. There continues to be increasing regulation and surveillance for our Waiver clients through DHHS. Outreach programs continue with plans to present in Nebraska City later this month. Additional programs are being planned.

MOTION to accept the Transit Report, Nutrition Report and Home & Community Options Report by Haskell; second by Crownover; roll call vote; motion carried.

MOTION to go into closed session at 1:21pm by Schoenrock; second by Crownover; roll call vote; motion carried.

MOTION to go into open session at 1:44pm by Schoenrock; second by Swenson; roll call vote; motion carried.

FINANCIAL REPORT – BETH WILLIAMS, FISCAL OFFICER

A copy of the Fiscal Report was distributed to all board members prior to the meeting. Beth explained the figures on the reports. Blue Rivers has increased the amount of match funds we will be asking from the Counties and Cities. Swenson asked if there has been any resolution in Davenport and Williams stated that there has been no resolution yet and all meals in Davenport are home delivered. Williams also stated that we are trying to approach the cities to add us as a ticker on their websites and we want to add them to ours.

MOTION to accept the Fiscal Report by Krueger; second by Haskell; roll call vote; motion carried.

MOTION to accept the January and February 2023 Bills by Pohlman; second by Seitz; roll call vote; motion carried.

DISCUSSION AND/OR ACTION: APPROVAL OF FY24 AREA PLAN BUDGET

A copy of the FY24 Area Plan Budget was emailed to all board members prior to the meeting to review and a copy was given at the meeting for them to review. This budget includes all Title Funds, State Funds, Transportation Funds, AD Waiver Funds and LOC funds and includes a 5% expense and wage increase across all programs.

MOTION to accept The FY24 Area Plan Budget by Haskell; second by Weiss; roll call vote; motion carried.

DISCUSSION AND/OR ACTION: APPROVAL OF THE FOUR-YEAR AREA PLAN

A copy of the Four-Year Area Plan was emailed to all board members prior to the meeting to review and a copy was given at the meeting for them to review.

MOTION to accept The Four-Year Area Plan by Haxby; second by Crownover; roll call vote; motion carried.

DISCUSSION AND/OR ACTION: APPROVAL OF THE TRANSIT APPLICATION

The process of the Transit Application was discussed and voted upon by the board. The board has approved that Blue Rivers Area Agency on Aging is capable of providing Public Inter-City transportation for Gage, Jefferson, Thayer, Otoe and Nemaha Counties.

MOTION to approve the Transit Resolution by Gakle; second by Haskell; roll call 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.

- January 25 – Presented on Digital Equity needs of older adults
- January 26/27 – worked on Area Plan parcels
- January 30 – Ne. Elder Legal Risk Detector Training
- January 31 – Advisory Council Meeting via Zoom
- February 1 – Care Management Recertification for Area Plan
- February 2 – Met w/Leadership to discuss Admin Building Cleaning Contract

- February 3 – Looked at items to be donated to Agency, via OMNI office
- February 3 – ADRC Leadership Team Meeting
- February 6 – Senior Center Energizing Committee
- February 7 – Met to discuss IIIB/IIIE/ADRC Monitoring Questions
- February 7 – Met w/staff to discuss bar coding of meals
- February 8 – Met w/Contractor for Cleaning services of admin building
- February 8 – Met in Lincoln @ SCC, SENDD Regional Digital Equity Plan
- February 9 – Monthly ADWaiver/CareMgt meeting w/staff on programs
- February 9 – February Nutrition Coordinators Meeting
- February 10 – Continuous Coverage of unwind, Nebr. Medicaid
- February 13 – NELRD Check in call
- February 14 – Ne4A Meeting
- February 15 – Met to discuss monitoring tools w/Verjean
- February 15 – Governance Monitoring via Zoom w/Cynthia
- February 21 – Consumer Review Meeting/ADRC
- February 21 – Legal Monitoring via Webex w/Antonio
- February 21 – Fiscal Monitoring via Webex w/Gene H. SUA
- February 22 – Ne4a meeting early, Senator Reception in Lincoln
- February 23 – IIIB/IIIE/Care Management/ADRC Monitoring, via Webex w/SUA staff
- February 27 – NELRD check-in call w/Antonio, SUA
- February 28 – March 3 - Continue working on Area Plan Pieces
- March 7 – NELRD Legal Services Provider Training w/contractors, Chuck Bentjen, Mary Wilson, SoCentral AAA
- March 7 – AD Waiver – ISP walk through training w/DHHS
- March 7 – Discuss Mission Statement/History Documents/Direct Service Waiver w/Leadership team
- March 8 – CM/AD Waiver staff met to discuss programs
- March 9 – Budget Preparation Work Group, with Gene Hogan for Area Plan
- March 10 – Monthly APS/AAA Systems Meetings
- March 13 – Met w/Care Managers on updated Service Narratives
- March 13 – NELRD Check in Call
- March 13 – SENDD RBC Meeting #2
- March 14 – Ne4a Directors Meeting
- March 14 – AD/TBI Waiver – TCM Service Coordination
- March 14 – AAA/LHR RD: Critical Incident Management process
- March 14 – Call w/Cynthia Brammeier, SUA
- March 15 – Nutrition Coordinators meeting
- March 16 – Area Plan Budget work w/Fiscal
- March 16 - Exit w/APA, Cindy Janssen, Mike Foley, Cassondra via Webex
- March 17 – Finalize Area Plan Budget
- March 20 – Webex/call w/Cynthia on Agency items
- March 20 - Present Agency information to Pickrell Village Board for Match funds
- March 21 – ADRC Training – Camas Holder, DHHS Community Prevention
- March 22 – Transit Public Hearing, no general public
- March 23 – Direct Waiver Public Hearing, no general public
- March 27 – Governing Board Meeting
- Anytime that the Director wasn't meeting, she was working on the Monitoring Tools w/Staff or the Area Plan parcels, for the March Meeting.

Upcoming meetings on the calendar:

- March 29 – Training for SC on CIMP incident
- April 3 – Senior Centers Energizing Committee
- April 10 – April MAC workgroup meeting

- April 12 – Care Management/AD Waiver
- April 12 – Kearney, Ne4a Meeting
- April 13 – Kearney, State Advisory Board Meeting
- April 14 – Lincoln, NIRMA Spotlight Seminar Series
- April 20 – Advisory Council Meeting @ Beatrice Senior Center
- April 27 – ADRC Leadership Team Meeting

Frase mentioned that we are still in the process of finding a Grant Writer to hire to write grants for the Agency and have received various applications. Schoenrock stated that the Nebraska Association of County Commissioners are looking to also get a grant writer. They are going to pool their resources to share the cost of employing the grant writer. Schoenrock suggested that might be something to look into for the Agency also. The monitoring letter was discussed. We are working with Public Health Solutions to find someone to teach Tai Chi in our centers and researching zooming those programs.

MOTION to accept the Director's Report by Weiss; second by Haxby; roll call vote; motion carried

NEXT GOVERNING BOARD MEETING will be on Monday May 22, 2023 at 1:00 p.m. at Blue Rivers Area Agency on Aging, 103 Eastside Blvd., Beatrice and via Zoom.

MEETING ADJOURNED at 2:54 p.m. by Schoenrock.

RECORDING SECRETARY

Tracie Fosler