

Blue Rivers Area Agency on Aging Governing Board

Minutes

May 22, 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, Hill, Krueger, Pohlman, Swenson, Seitz and Weiss

Board Members absent: Douglass, Harkendorf and Haskell.

Blue Rivers Area Agency on Aging staff present: Carla Frase, Executive Director; Beth Williams, Fiscal Officer; 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 March 27, 2023 by Gakle; second by Krueger; voice 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. Special Note: NDOT informed Agency on 4/18/23 that we can order the Ford Transit's and to get the form turned in ASAP, which we did. Batch order will go in, with a delivery date of 90 days. Access2Care is a new Medicaid Health transportation broker, planning on a 1/1/24 start date.

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 contents of the report.

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. Due to Verjean out of office, Carla gave an overview of the contents of the report.

MOTION to accept the Transit Report, Nutrition Report and Home & Community Options Report by Crownover; second by Weiss; voice 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.

MOTION to accept the March & April 2023 Bills by Hill; second by Gakle; voice vote; motion carried.

MOTION to accept the Fiscal Report by Crownover; second by Hill; voice vote; motion carried.

MOTION to accept the Confirmation of 5% Cost of Living Increase to all eligible staff by Krueger; second by Weiss; voice vote; motion carried.

MOTION to accept the Update to Absenteeism and Tardiness section of the Blue Rivers Area Agency on Aging Personnel Policy Manual by Haxby; second by Pohlman; voice vote; motion carried.

DISCUSSION AND/OR ACTION: HIRING OF THE GRANT WRITER

We have hired Thomas Sharts as our Grant Writer who is from North Carolina. He is currently in Saipan but will be returning to North Carolina soon. The contract with him states that if we are not satisfied, we can terminate the contract at any time.

DISCUSSION AND/OR ACTION: EMPLOYEE RETENTION PLAN

MOTION to go into closed session by Haxby; second by Pohlman; voice vote; motion carried.

MOTION to go into Open Session by Pohlman; second by Weiss; voice vote; motion carried.

MOTION to approve the Employee Retention Plan by Weiss; second by Swenson; voice vote; 8 yays; 1 nay; 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.

- April 3 – Senior Center Energizing Committee
- April 5 – Traveled to Falls City to meet w/City Administrator, Mayor and Richardson Co. Rep to discuss the Senior Center options and look at Prichard Auditorium
- April 10 – MAC workgroup meeting
- April 11 – Regional Broadband Committee meeting 3, via zoom, discuss Digital Equity Planning Timeline, other factors of competitive grant eligibility
- April 12 - Ne4a Meeting in Kearney
- April 13 – State Advisory Board Meeting
- April 14 – Monthly APS/AAA Systems meeting
- April 17 – Met w/Danny DeLong & Doug Neemann, re: Grant writer applications, picked out two qualified and reviewed.
- April 18 – ADRC Consumer Review meeting
- April 18 – ADRC QA Meeting
- April 18 – AD & TBI Waiver TCM/Service Coordinators Meeting
- April 18 – Senior Farmers Market Meeting w/Erik White
- April 18 – Met with Action Committee for Energizing Centers
- April 20 – Title XX Meals, Chore and Homemaker w/Amy Hochstetler
- April 20 – Advisory Council Meeting, BSC
- April 26 – Training for SC on CIMP incident remediation: AD Waiver Program
- April 27 – Nebraska Advisory Agenda of Olmstead
- April 27 – ACP Outreach Meeting @ 402, facilitated by Emily H.
- May 1 – Develop questions for Grant Writer interviews
- May 1 – Develop Agenda for Ne4a May meeting
- May 2 – Interview for Grant Writer applicant
- May 2 – Met w/Laura Wetherby, RD for Medicaid, SSAD, Waiver Programs
- May 2 – Zoom interview w/Grant Writer applicant
- May 3 – World Elder Abuse Awareness Day Events meeting w/Leadership
- May 4 – NIRMA Monthly roundtable discussions, mental illness in workplace & accommodations
- May 5 – Interview w/Service Coordinator
- May 8 – Tai Chi conversations w/Erik White
- May 8 – NELRD check in call w/Antonia, SUA
- May 8 – Team #1 Action Meeting
- May 9 – Ne4a Meeting
- May 9 – Medicaid Ad & TBI Waiver updates
- May 10 – Care Management/AD Waiver staff updates meeting
- May 10 – Pam Bourne, atty, personnel matter call

- May 12 – Monthly APS/AAA Systems Meeting
- May 15 – Toured Table Rock old school, possible relocation
- May 16 – Consumer Review Meeting, ADRC
- May 16 – in person meeting in Lincoln at 68th Place for RBC Meeting #4. Discussion of goals, strategies and measurable performance measures
- May 16 – ADRC Leadership Meeting
- May 17 – Traveled to Hebron for Veteran’s Recognition lunch for Older American Month celebration
- May 18 – AAA State Association Presidents Call w/USAgings
- May 18 – Cynthia Brammeier’s last day at the State Unit on Aging. Penny Clark will be interim director until a replacement is hired.

We will be training with FNBO on Check Positive Pay and ACH Positive Pay to protect our business from check and ACH fraud.

We have entered into a supplement agreement with NDOT to secure funding for the rest of the year. This is state and federal funds only. The Agency will have to utilize additional match funds for the 25% of the state match.

Future Meetings:

- May 23 – Table Rock Picnic in honor of Older Americans Month
- May 24 – Meet via zoom w/Grant Writer, Thomas Sharts, with Leadership Team
- May 25 – Olmstead Advisory Meeting
- May 30 – AD & TBI Waiver – TCM/Service Coordination Directors meeting
- June 1 – Legal Services Training w/Chuck Bentjen. All staff asked to participate.
- June 5 – NELRD check in call
- June 6 Meet w/Fairbury City Council to re-negotiate our daily usage rate at the Fairbury Center
- June 7 - HHS Region 7 Virtual Office Hours meeting
- June 9 – APS/AAA Systems Meetings
- June 14 – KWBE Radio Show “To Your Health”, Frase and Noojin discussing Elder Abuse Awareness topics, in honor of WEAAD.

MOTION to accept the Director’s Report by Weiss; second by Crownover; voice vote; motion carried

NEXT GOVERNING BOARD MEETING will be on Monday July 31, 2023 at 1:00 p.m. at Blue Rivers Area Agency on Aging, 103 Eastside Blvd., Beatrice and via Zoom.

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

RECORDING SECRETARY

Tracie Fossler