

# BLUE RIVERS AREA AGENCY ON AGING GOVERNING BOARD

Minutes

Annual Meeting

July 24, 2017

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

Board members present were: Michael Braun, Rich Douglass, Robert Ferguson, Marlene Gakle, Bob Hutton, Dean Krueger, Wilma Nieveen, Mark Schoenrock, Ron Seitz, Dean Speth and Ivan Zimmerman. Absent were Rex Adams, and Carol Sorge.

Blue Rivers Agency on Aging staff members present were: Zoe Olson, Executive Director; Kathy Erickson, Home and Community Options Manager; Carla Frase, Fiscal Officer; Cliff Lindell, Transit Manager; Marcia Straatmeyer, Administrative Assistant and Glenda Van Eperen, Nutrition Services Manager.

Members of the public attending were: none

Zimmerman, Chair, presided over the meeting and Straatmeyer recorded the minutes.

**MOTION** to approve agenda as printed by Seitz; second by Douglass. Motion to amend by Schoenrock with addition of *salary and personnel issues* to agenda; second by Douglass; motion carried.

**MOTION** to approve the minutes of the regular Governing Board meeting of May 22, 2017 by Douglass; second by Ferguson; motion carried.

## FINANCIAL INFORMATION

Frase presented a written report for the end of FY2017 and a FY2016 report for comparison. Funds were carried over where allowed and full expenditures were made where needed.

## TRANSIT SERVICES REPORT

Lindell reported:

- Transit system reported 15,647 revenue service hours for FY2017, in comparison to 15,897 for FY2016.
- A day trip was made to Lauritzen Gardens in June and a trip to the state capitol building and Memorial Stadium is scheduled for this Friday. August trip plans include viewing the solar eclipse at Homestead National Monument August 21, a day trip to Homestead on August 24, and a trip to the Nebraska State Fair in Grand Island on August 30. In September there will be a trip to Arbor Lodge in Nebraska City.

- The Zonar systems are scheduled to be installed on our buses during the July 26 all agency meeting.
- Bus replacement is a long process, generally 6 to 12 months, and we have several buses in need of replacement. Current federal funding is unsure and a county match is necessary. We are beginning the process.
- Staff from the Nebraska Department of Transportation (previously NDOR) were unable to attend our open house, so they made a special trip to see our new facility. They were very positive about the changes we are making and gave some helpful advice.
- Liberty Mobility currently has one driver. They would like to serve as a feeder to us from rural areas.

### **HOME AND COMMUNITY SERVICES REPORT**

Erickson presented a written report and noted that client numbers remain steady. ADRC calls have remained steady but website hits were up 40%, most likely thanks to the statewide marketing campaign. The ADRC is a state pilot program that will end June 30, 2018; Senator Bolz is working to have it become a permanent program.

New ADRC Options Counselor/Resource Developer Ron Buchinski joined our staff last Tuesday. He will shadow an RD and an Options Counselor at another agency.

### **NUTRITION SERVICES REPORT**

Van Eperen distributed a written report covering the nutrition program. She noted that during June, 239 clients heard a presentation on diabetes at the various nutrition sites, and heard a second presentation on elder abuse. Van Eperen did all the presentations except one, which was done by Olson.

### **EXECUTIVE DIRECTORS' REPORT**

Olson reported finances are in excellent order at the end of FY2017. With carryover we may not need to access the line of credit. We had good cost savings this year with a single copier rather than multiple printers, centralized buying for supplies and food, and lower utility bills and no building repair costs at the new site.

We had a good transit audit.

Olson attended a grant writing workshop in Kearney during July and will be pursuing grants to fund evidence-based programs and technology.

Our second all agency training is scheduled for July 26 with Dr. JoAnne Owens-Nauslar as keynoter.

Computers and printers have been purchased for sites needing them; our goal is to have email communication at all sites by the end of August.

Next week Olson will attend the 42<sup>nd</sup> Annual Conference of the National Association of Area Agencies on Aging (n4a) in Savannah, GA. During August the Nebraska Association of Area Agencies on Aging (Ne4A) meets in Omaha, and the CHOICES supervisors will attend a meeting at the same time as the directors. The week of August 14 is the agency's annual audit. The Home and Community Based Services (HCBS) rework and evaluation is the second week of September, the next Board meeting the third week and the transit safety and wellness conference in Kearney September 27 to 29.

Advisory Council members are needed to represent Jefferson, Johnson and Nemaha counties. Recommendations from Board members were requested.

### **SALARY AND PERSONNEL ISSUES**

**MOTION** by Zimmerman instructing the Executive Director to study leave and other personnel policies and bring a report in September; second by Schoenrock; motion carried.

**MOTION** by Schoenrock instructing the Executive Director to survey other Ne4A directors for salary information so the Board can make a raise recommendation for Olson, retroactive to July 1, at the September Board meeting; second Douglass; motion carried.

### **ELECTION OF OFFICERS**

**MOTION** by Ferguson to re-elect currently serving officers; second by Douglass; motion carried.

### **NEXT BOARD MEETING**

**MOTION** by Douglass that the next Board meeting be held September 18, 2017 at 1:00pm at the Blue Rivers Area Agency on Aging administrative offices; second by Schoenrock; motion carried.

### **PUBLIC COMMENTS**

There were no public comments.

The meeting was adjourned by Zimmerman at 2:18pm.



Recording Secretary