

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

### **Minutes**

**November 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 (via zoom), Crownover, Haskell, Hill, Krueger, Pohlman and Swenson.

Board Members absent: Haxby, Douglass, Harkendorff, Seitz and Weiss.

Blue Rivers Area Agency on Aging staff present: Frase, Williams, Neemann, McKeever, Noojin and Fossler

Public Guests: none

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

**MOTION** to accept the Consent Agenda and Meeting Minutes July 31, 2023 by Crownover; second by Hill; 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. Doug gave an overview of the contents of the report.

#### **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 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. Verjean gave an overview of the contents of the report.

**MOTION** to accept the Transit, Nutrition and Choices Reports by Pohlman; second by Swenson; 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 Financial Report by Krueger; second by Haskell; voice vote; motion carried

**MOTION** to accept the September and October 2023 Bills by Haskell; second by Swenson; voice vote; motion carried.

#### **APPROVAL OF NIRMA RESOLUTION – BETH WILLIAMS, FISCAL OFFICER**

**MOTION** to approve the NIRMA Resolution by Krueger; second by Haskell; 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.

- September 19 – ADRC Leadership Team Meeting
- September 20 – Community Health Summit at Fillmore County Fairgrounds in Geneva

- September 20 – Beatrice Leadership/Chamber of Commerce, presented a new group on Agency services available
- September 26-28 – AAA’s Leadership Retreat in Omaha at the Kimpton Cottonwood Hotel. Director responsible for setting up speakers, agenda, meal planning, audio/visual needs. Went very well, received very good by all staff present.
- October 3 – AD & TBI Waiver-TCM/Service Coordinators meeting
- October 4 – HHS Region VII Virtual Office Hours
- October 5 – NIRMA HR Monthly Roundtable
- October 10 – Received \$20,000 grant for non-emergency transit trips vehicle from Beatrice Community Hospital
- October 11 – Care Management, AD Waiver, ADRC staff meeting/updates
- October 11 – Elder Rights Coalition Meeting
- October 12 – State Unit on Aging Advisory Committee Meeting
- October 13 – Monthly APS/AAA Systems meeting
- October 13 – MAC Workgroup meeting
- October 16 – Met w/Thomas Sharts, Grant Writer
- October 17 – Met w/NDOT on Vehicle Leasing Information
- October 17 – Presentation on National Disability @ Dept of Labor
- October 17 – Incident Reporting an GERS
- October 18 – AAA Director’s meeting, via zoom
- October 23 – 1<sup>st</sup> Care Management Quarterly meeting w/ Cheryl Kirby, SUA
- October 24 – Met w/Leadership members re: Grants/TableRock/HR
- October 24 – Advisory Council Meeting
- October 24 – ADRC meeting
- October 25 – Met w/Peggy Galloway, Director of Jefferson Co Diversion Services via zoom on Resource center/Blue Rivers Partnership
- October 26 – 1<sup>st</sup> Caregiver Quality meeting w/Cheryl Kirby, SUA
- October 30 – Met w/Vicky McNealy on Tecumseh/Table Rock possible partnership
- November 1 – HHS Region VII – Virtual Office Hours
- November 2 – Life/LTD Policy Review w/Tammie Matti via zoom
- November 2 – NIRMA HR monthly roundtable
- November 3 – Rode the Beatrice Transit Bus to observe/learn
- November 6 – CMS/AAA Assn Quarterly Meeting
- November 7 – AD & TBI Waiver-TCM/Service Coordination Directors Meeting
- November 8 – Met w/Thomas Sharts, grant writer on progress/updates
- November 9 – Thayer County Health Fair, 4 staff present, outreach opportunity on services
- November 13 – Met w/Beatrice Senior Citizens Committee @BSC, discussed updates/issues
- November 14 -16 – Region VII Meeting in KC, many updates/information, Iowa, Kansa, Missouri and Nebraska AAA’s present, in collaboration w/National Organization USAging and ACL-Cynthia Brammeier
- November 16 – Met w/Fun committee to plan office moral boosting events/potlucks etc.
- November 17 – MAPS Coalition (multiple agencies partnering for success @ Gage Courthouse Emergency Management Chambers
- November 21 – AAA Director Meeting, will not be in attendance due to presence at Fairbury Jefferson County Commissioners, showing support for resource center
- November 21 – ADRC Leadership meeting

#### Future Meetings:

- November 28 – meet w/Table Rock Development/Seniors/Sput on Table Rock Negotiations, Have developed value of service reports for them and given them info on current meal numbers at centers comparable
- December 6 – HHS Region VII virtual office hours

- December 7 – NIRMA HR monthly roundtable
- December 8 Monthly APS/AAA Systems Meetings
- December 13 – NACO HHS Committee, virtual
- December 13 – Care Management/AD Waiver/ADRC staff meeting, updates/issues

Next meeting, we will review the By-Laws and update them. Haskell suggested changing the annual meeting from the fourth Monday in July to the fourth Monday in January. Then we would be on the schedule of the county commissioners. When they start their new term in office, we then can have Election of Officers.

Frase received a Management Discussion Letter reviewing the past two years audits. This letter was to make sure we are following our resolutions we laid out. We are currently waiting on our audit results for the end of June 2023.

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

**NEXT GOVERNING BOARD MEETING** will be on Monday January 22, 2024 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*