

# **BLUE RIVERS AREA AGENCY ON AGING GOVERNING BOARD**

## **Minutes**

February 4, 2019

The regular 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: Schoenrock, Krueger, Braun, Ferguson, Gakle, Nieveen, Seitz, Sorge, Speth and Hedges

Absent: Douglas, Hill, Hall and Ward

Blue Rivers Agency on Aging staff members present: Zoe Olson, Executive Director, Carla Frase, Fiscal Officer, Tracie Fossler, Administrative Assistant and Kathy Erickson Home & Community Options Manager.

Members of the public attending: Lowell Eisenhauer and Brad Swiggart from Northwestern Mutual Representatives

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

**MOTION** to accept the agenda by Ferguson; second by Speth; motion carried.

**MOTION** by Seitz to approve the consent agenda, including the December 10, 2018 Board minutes and written Transit, CHOICES and Nutrition reports; second by Ferguson; motion carried.

### **FINANCIAL INFORMATION**

Frase distributed financial reports.

- She explained the July 2018 – December 2018 Program Expenses, July 2018 – December 2018 Transit Expenses, Blue Rivers Area Agency on Aging Transportation 2020-2021 Budget Plan and November – December 2018 Expenditures.

**MOTION** by Speth to accept the financial report, Transportation 2020-2021 Budget Plan and November – December 2018 Expenditures as reviewed; second by Braun; motion carried.

**DISCUSSION** was held on late invoices from a Thayer County Handyman. The provider has signed Homemaker/Handyman Payment Agreement in June 2018 and has been spoken to before about this issue. Olson recommended to the board that they pay the provider and send a letter stating that the timesheets need to be on time or he would not continue contracting through Blue Rivers Area Agency on Aging. It was discussed that Olson review this through legal first.

**DISCUSSION** was held on issues concerning not receiving the funds from the State Unit. Schoenrock proposed that if we do not receive the funds within a week from today he recommends sending a letter from the board. The board was unanimous to move forward with

Olson and Schoenrock to work on drafting a letter. Schoenrock would sign the letter and a copy of the letter would be emailed out to all board members. Schoenrock also suggested Olson have an orientation with all new board members.

**PRESENTATION ON HEALTH INSURANCE RENEWAL** by Northwestern Mutual Representatives.

- 2019 Health Insurance rates through Aetna were given to the board to review.
- Olson said she feels it is very important to provide employees with a good Health Insurance Policy.
- Olson said in 2018 they added the option for anyone who was qualified for Medicare to change to Medicare and Blue Rivers would increase the employee's salary by \$200 per month to help with the cost of their supplement with proof of supplement.
- Previously the policy for employees was 100% funded by Blue Rivers Area Agency on Aging. This will change for 2019 if the employee wishes to renew the PPO plan. It will begin costing the employee \$162.50 a month for this plan for 40 hour employees with the HSA contribution to go down to \$75 from the \$100 previously. The Option 2 PPO plan will still be fully funded by Blue Rivers Area Agency on Aging the Option 2 HSA will have a \$100 contribution. This would be an overall projected increase of \$5,700 or 3% for the coming year.

**MOTION** by Ferguson to accept the 2019 Health Insurance Rates; second by Nieveen.

**DISCUSSION** was held on Approval of the Transit Application Budget for FY20. The 2020-2021 budget plan is a 1.6% increase from 2019-2020.

**MOTION** by Ferguson to accept the Transit Application Budget for FY20; second by Sorge; motion carried.

**ROLL CALL VOTE** 10 yay and 0 nay; motion carried.

**DISCUSSION** was held on Approval of Application to purchase a bus for Gage County. It would be purchased through a state contract in which we have to match 10% of the cost. Syracuse and Nebraska City also need to purchase a bus, but they have some local matching funds to assist with the cost.

**MOTION** by Nieveen to Approval of Application to purchase a bus for Gage County; second by Speth; motion carried.

**ROLL CALL VOTE** 10 yay 0 nay; motion carried.

**DISCUSSION** was held on Approval of FY20 Budget for Area Plan. Programs will remain essentially the same and include changes made this Fiscal Year. Provider service hours have

been revamped to a specific number of hours a week in order to provide services to the most people.

**MOTION** by Ferguson to Approve the FY20 Budget for Area Plan; second by Nieveen; motion carried.

**ROLL CALL VOTE** 10 yay 0 nay; motion carried.

### **CONFLICT OF INTEREST STATEMENT**

Annual conflict of interest statements wer distributed and signed by board members. Members who were absent will have the statements mailed to them.

### **EXECUTIVE DIRECTOR'S REPORT**

- Olson reported December 24, 2018 was proclaimed by the Governor as a Holiday and January 22, 2019 the Agency was closed due to the weather.
- It had been discovered that the utilities in Davenport had not been billed to us for the years of 2017 – 2018. Blue Rivers AAA will only be able to pay from July 1, 2018 as the previous fiscal year's funding is closed. Bills can only be paid when received.
- The Diller Senior Center manager is retiring at the end of February 2019. The Diller Senior Center will be closing as of February 28, 2019. We will continue home delivered meals to the individuals who wish to receive them in Diller.
- Olson reported that she is working more on the Disaster Plan. We are looking to offer shelf stable meals to clients twice a year for clients who sign up for them. We will purchase them from GA Foods. Funds from the Older American Act will be used to purchase them for clients over 60 years of age. Clients under 60 years of age may purchase them for \$4 a meal. Sign up will be in March 2019 with distribution in April 2019. The meals will be offered again in October 2019.
- Olson reported that the monitoring visit occurred on January 24, 2019. Material was submitted on January 10, 2019 and then some SUA staff and the APA staff were here on January 24. An additional SUA staff member monitored programs on the following Friday. They are wanting more policies written and more work done on the disaster plan. We have yet to receive the monitoring visit report.
- Olson reported the agency created and distributed a survey with regard to our services in order to address needs in our Area Plan for the Fiscal Years 2020-2023. A copy of the survey was presented to the board.
- February 26, 2019 is Senior Day at the Capital. Olson encourage everyone to attend and offered a copy of the agenda.
- Olson reported that a Pawnee City council member contacted her about taking over the transportation in Pawnee City. SENCA currently provides transportation and does not want to give up the service. Olson was invited to attend the Pawnee City Council Board Meeting on February 11, 2019. Seitz stated that he would like some information from Olson to present to his Commissioners Board at their next meeting. In order to change

providers for the transportation, SENCA would have to give it up and the state would need to approve it. Pawnee City would also have to use \$6,000 of their funds to match purchasing a bus for Pawnee County. Olson emphasized that Blue Rivers AAA did not seek the contact with regard to offering the service in Pawnee County.

- The Nebraska City Transit office has moved to a new location. There was an issue with the City approved assigned parking for the bus; however this was resolved by having a new spot assigned to park the bus in the same lot.
- Olson reported that Blue Rivers had a Pawnee County Provider involved in writing checks on a client's account. This person is no longer contracted through Blue Rivers and goes on trial starting February 7, 2019.
- Olson reported that there was also an issue with a Gage County handyman provider who has people working for him that he had been sending to do the jobs for him and then he pays them. All providers that are contracted and in contact with Blue Rivers clients must provide a background check. All of this provider's workers have now completed background checks.

**MOTION** by Ferguson to have the next board meeting on March 18, 2019: second by Nieveen; motion carried.

**NEXT BOARD MEETING**

The next Board meeting will be held on March 18, 2019 at 1:00 p.m. at the Blue Rivers Area Agency on Aging administrative office.

**PUBLIC COMMENTS**

There were no public comments.

**MEETING ADJOURNED** at 2:52 pm.

*Tracie Fessler*

Recording Secretary