

Saline County Aging Services Board Meeting
Monday, January 26, 2015
Dvoracek Memorial Library, Wilber Hosting

Chairman Marty Stones called the meeting to order. Roll call showed 12 members present, constituting a quorum. Also present were Denise Boyd and Trudy Kubicek, Aging Partners; Stephanie Krivohlavek, Saline County Commissioner; and Leonard and Kathy Sand, guests.

There was a correction to October 2014's minutes concerning the cost of the DeWitt Senior Center congregate meals. It should read: *"Bev Plihal, Manager, reported that the contract with the café for the congregate meals will hold the cost of the meals to \$6.00 for another six months."*

Other corrections to the October 2014 minutes are:

--Add to the Program Manager's Report: *"Amy and Laura attended the fall SHIP training, in preparation for Medicare D open enrollment."*

--In Old Business, in the paragraph concerning terms and board representatives needed, change the last sentence to read: *"Some names that were suggested were MaryAnn Pesek, Pat Schwisow, Barb Vales, Mary Keller, Mary Krull, and Leonard and Kathy Sand."*

--Under the Areawide Committee Report add: *"Marty Stones is willing to be appointed a member of the Areawide Advisory Council. He will attend their next meeting."*

Lorene Horky moved and Kathryn Bolton seconded the motion to accept the minutes as amended. Motion carried.

Birthdays and anniversaries for February were recognized. Stephanie Krivohlavek, Saline County Commissioner and our new liaison, was introduced. She told the board about herself. The board introduced themselves to her.

William (Bill) Wenz, former County Commissioner and board member, was remembered by the board. He will be missed.

Because of the minutes had so many corrections, and because of the convoluted discussions and backtracking that occurs at some meetings, it was decided that Amy would purchase a device to record the minutes of the meetings.

Marty Stones, Chairman, would like an action list made, so that actions needed to be done get done and for continuity or closure.

Kathy Stokebrand said that help is needed with food pantry issues. It is taking up staff time. Carla Hubbard asked Amy what she needed and how could the board help. Amy will think on it.

OLD BUSINESS

There was discussion concerning the bylaws. Part of the discussion centered on the confusion of role of the county, the advisory board, and Aging Partners (AP) as pertaining to Saline County Aging Services (SCAS).

Denise Boyd explained that an organization needs a method of managing money, pay bills, etc. and this is done by either creating a conduit, which is expensive, or using an existing conduit. In 2007 Aging Partners worked hard with the County board to develop a plan whereby Saline Eldercare, now Saline County Aging Services, would come under Saline County instead of Blue Valley Community Action. The County facilitates (is a conduit for) the money SCAS receives from AP. Saline County is the staffs' employer. The SCAS Advisory Board recommends to the County, but can't fire or hire, etc. Aging Partners agrees on a budget, etc. The County can opt out of this contract.

Because of the interrelationship of SCAS, Saline County, and AP, the SCAS bylaws are not reflecting their current situation. Therefore, it was decided to table the bylaw discussion until an executive board meeting is held. Kathy Stokebrand moved and Carla Hubbard seconded the motion for the executive board to meet to discuss the bylaws and to clarify County/Staff roles and to review procedures. Motion carried.

NEW BUSINESS

Annual Direct Service Waiver Request:

Denise Boyd explained that nationally Area Agencies on Aging are barred from providing services directly. Due to geography and population, however, our AAA, Aging Partners, needs to ask permission to give direct services, which in Saline County would be in home services, casework, etc. Marty Stones, Chairman, signed the annual 'Direct Service Waiver Request' so that direct services could be provided.

The Volunteer Luncheon will be held in lieu of a meeting on Monday, April 27, 2015, at the County Extension Office at noon. Board members will be asked to sign up at a future meeting to bring their choice of side dish or dessert.

Marty asked if the minutes of the meetings could be sent out sooner. It was decided that they would be sent out by the next Monday after the meeting.

PROGRAM MANAGERS REPORT

Budget

Amy Hansen reported that we are at 50% of our budget as of December 2014.

UPT

Amy passed out a report showing the units of service at SCAS during the second quarter. The 'units' recorded are needed to show our work to AP for funding purposes. Amy stated that she is trying to get her unduplicated count clearer.

Amy reported that Aging Partners found funds to pay for a new kiosk for the office. The old unit the office had not been working well. This larger touch screen kiosk is a big hit with the clients. They enjoy using it much more, and we are able to enter them even if they forget their UPT card, which saves us entering them later.

Medicare D Open Enrollment

Amy reported that SCAS did 121 comparisons during open enrollment, saving the citizens of Saline County over \$92,000. Trudy Kubicek reported that she did comparisons for 33 clients, saving them \$18,112.00.

Amy also reported that SCAS hosted a SHIP open enrollment event to lessen the SCAS open enrollment workload. They saw an additional 37 people for us. Our clients were overall very pleased with the service they received. However, we were very disappointed that not all of the event volunteers gave us copies of the comparisons they did. We are also missing a number of Personal Information Worksheet's from the event. These two pieces of information are necessary for our record keeping for each client's Medicare D comparison. If our clients have questions or issues about their Medicare D after the enrollment event, they generally contact us not Lincoln. Without the proper copies of the paperwork, we have to rerun their comparisons to answer their questions and/or resolve an issue.

SHIP requires SCAS staff, who are SHIP volunteers, to keep good records. We would like the same courtesy, because the information on the number of clients served and the savings provided is given to the County Commissioners.

Amy wasn't sure if they would host an event again next year, using SHIP volunteers, considering the problems with record keeping. Trudy wondered how we would be able to handle the extra comparisons without an event. Amy felt that we could do our own events, not just host them, so we would have more control.

Newsletter

Amy passed out copies of a draft of a newsletter she is working on. She plans to have it published either quarterly or every other month.

Marty wondered why she was spending time on a newsletter. He worried, too, about the cost and difficulty of distributing it. Amy explained that the newsletter was a goal in the work plan she has to submit to AP every year. Amy explained that the newsletter would give her more units. She will be able to count them as outreach units, as caregiver units (because there will be an article for caregivers in it), and as nutrition units (because they will have a nutrition

article in it). Increasing and maintaining the number of units—increasing services to our seniors--is how we get our funding.

Right now she is planning on passing them out with the meat packages, having the board members pass them out in their communities, and then eventually mail or email them out, and even put them on websites. She would like to include local gatherings and happenings from around the county and asked the board members to let her know of any event they would like to see listed. The event doesn't have to be strictly for seniors, but priority will be given to those items.

Friendly Visitors

Amy passed out a newspaper blurb and announced that she is ready to restart the Friendly Visitors program when she gets back from medical leave.

New Hire

Amy said that she will have a tentative "job description" to Denise before she leaves and is looking to hire someone when she gets back.

COMMITTEE REPORTS

Areawide Council Report

Kathy Stokebrand reported that the next meeting will be February 26, 2015, which she will attend.

AARP

Trudy Kubicek was able to hear Mark Intermill speak on the legislative bills that AARP is watching. She passed out a sheet listing those bills. Due to time constraints, she will give us a summary of the bills at the next meeting.

Budget

Amy will need to get a budget to Aging Partners in April. Denise said that this is a tentative budget for AP. The County needs the budget by September.

The budget committee will need to meet soon. It consists of the Chairman (Marty Stones), a County Commissioner (Stephanie Krivohlavek), the Program Manager (Amy Hansen), and two to four more members. Marty would like Carla Hubbard, Co-Chairman, to be on the committee, since she will be the next Chairman.

ADJOURNMENT

The meeting was adjourned. Next meeting will be February 23, 2015, at 2 p.m. with Crete hosting. Trudy offered to contact the Saline County Extension office to reserve the meeting room for that date and for April (volunteer luncheon), May and June's meetings.

Respectfully submitted,

Laura Mackeprang, Program Assistant
Saline County Aging Services

ACTION LIST

- Marty will schedule an Executive Board Meeting to discuss bylaws.
- Trudy will reserve County Extension Office meeting room for meetings in April, May & June.
- Amy will get recording devise for meetings.
- Budget committee needs to meet.