

Saline County Aging Services Board Meeting
Monday, March 23, 2015
DeWitt Senior Center, DeWitt hosting

The minutes were digitally recorded.

Marty Stones called the meeting to order. Roll call showed 11 members present, constituting a quorum. Also present were Denise Boyd and Trudy Kubicek, Aging Partners; and Stephanie Krivohlavek, Saline County Commissioner.

Clarifications to the minutes are as follows:

--Marty reported that the County Commissioners did not state that Amy's job would cease if the funding goes away. She would not be given another county job if funds became unavailable. If funding is ever cut, SCAS would scale back and make do. They would operate with whatever funds were available at the time. Her job is not tied to a grant, where if funding is not available, the job would cease.

Lorene Horky moved and Kathy Stokebrand seconded the motion to delete the part in the minutes that stated that Amy's job would cease if funding was cut. The motion carried.

--Stephanie Krivohlavek clarified that the county needs the budget by July 15th. Amy pointed out that the budget is needed by Aging Partners mid-March for them to meet the State Unit on Aging deadline April 1.

Kathy Stokebrand moved and Richard Jiskra seconded the motion to amend the minutes to read as follows: The budget is due April 1 to Aging Partners and the county's budget is due July 15. The motion carried.

--Amy requested clarification in the minutes under "Old Business" concerning the SCAS board recommending salary adjustments and COLA's for the staff. COLA is not something that can be affected by the SCAS board; it is a given. Discussion followed.

Kathy Stokebrand moved and Kathryn Bolton seconded the motion that the minutes read "—SCAS board would recommend salary adjustments for the staff", striking the words "and COLA" from the minutes.

Richard Jiskra moved and Carol Fictum seconded the motion that the minutes be approved as amended. The motion carried.

Introductions:

April and May birthdays and anniversaries were recognized.
Laura read a thank you card received from Amy Hansen.

Action List Review:

Executive meeting for bylaws: The original meeting was combined with a meeting with the County Commissioners over the bylaws.

Lorene Horky mentioned that the bylaws state the Chairman will serve one year. Marty stated that he is just starting to get a good feel for the job now, and he will be leaving in June. The idea is that with the Co-Chairman being involved this year, she will be able to step into the job in June better prepared for the job.

The budget committee still needs to meet.

Laura was to reserve the meeting room at the County Extension office for May, but she reported that they only reserve the room one month ahead. Laura will call to reserve the meeting room *only* if whoever is hosting asks her to.

Marty also stated that

--the commissioners gave him a copy of the form used by the County to evaluate the SCAS staff's performance. This is to be done annually by the executive board and submitted to them in November/December.

--SCAS may submit nominations of board members to the commissioners for approval as needed throughout the year (as opposed to waiting and submitting them all once a year.)

--according to the SCAS bylaws, active standing committees need to submit an annual written report to the County Commissioners. He stated if he committees have activity throughout the year, it should be reported with the annual SCAS report submitted by June 30th of each year.

--he would like to have an annual calendar of events for board members, so each month's items would be available so that nothing important would be forgotten or missed at the meetings.

OLD BUSINESS

On the Community Representatives needed:

The SCAS board is lacking one Swanton and one Wilber Community Representative. Kathy Stokebrand reported that they had talked to Pat Schwisow about becoming a board member to fill the Swanton position.

Discussion on the status of board members Elaine Erdmann and Richard Jiskra ensued. Both are living in Beatrice, temporarily at this time, but still have homes in Saline County with interest and ties here. Kathy Stokebrand moved that Pat Schwisow be asked to attend a meeting and, if she agrees, to ask the commissioners to approve her as a board member and to keep Elaine and Richard's status on the board intact for now. Carol seconded the motion. Motion carried.

Marty will recommend Leonard (Len) Sand to the commissioners as a member of the SCAS

board. Stephanie Krivohlavek is willing to take the recommendation to the commissioners.

Amy will recommend to the commissioners that Marty Stones be appointed to represent Saline County on Aging Partners' Area Wide Advisory Council.

Job description:

Marty reviewed the history: He stated that because of the excess funding that we received, Amy wanted to get a new van, hire someone, and fix the office. It was approved in the August 2014 meeting to do these things. Fixing the office was put on hold, because the commissioners were considering moving SCAS to another location.

Amy has written a job description for the new position she would like to add. It has been given to Denise and Marty for them to look over. Once that is finalized, she will have the go ahead to begin the hiring process.

Amy stated that the new position is tentatively called the 'community outreach and volunteer coordinator'. They would schedule and conduct presentations on a variety of topics relevant to SCAS, develop public education and informational materials, help with newsletters, websites, etc., and recruit and work with volunteers, and other duties as assigned.

Denise said that additional funding was given out by Aging Partners, so they expect additional services to be provided. This can be done without a senior center. A new person would be able to do education and informational classes anywhere.

Amy felt we would be remiss not to take advantage of the opportunity to grow the programs. Otherwise, as the population ages, we won't be able to serve them. When looking at unduplicated numbers, SCAS, with only one senior center, is second only to Lancaster County, who has a dozen senior centers. We are seeing the people, so we need to support them with the programs they need.

New car:

Amy has not yet started looking for a new van. She is hoping the van will be fine until the new fiscal year, so we don't have to borrow from the County. The money for it is in the budget. The Commissioners and SCAS Board have recommended that she talk to Bruce Filipi to see if he can use his resources to help, or make himself available to check out a possible purchase for soundness.

Roof:

Amy felt that there had been some confusion over the roof repair and why SCAS would be asked to pay an additional \$10,000. Stephanie stated that the insurance company disliked the membrane roof on the building and wanted to replace it. That would cost an addition \$10,000, which SCAS would be obligated for. Since the commissioners were unsure of the fate of the building at 109 W 3rd, they declined to do so, instead opting to keep the same roof, which NIRMA would replace completely at their own cost.

Office redo:

There are some privacy issues due to lack of proper office space. Plans to remodel were postponed pending the commissioners' decision on moving SCAS to another location. At this time, there are adequate funds in building and maintenance budget to address a few items. Her first priority will be to have the bathroom become ADA compliant, as SCAS won't be moving for the time being.

NEW BUSINESS**Meeting frequency:**

Marty brought up the following items that were discussed:

- more executive committee meetings; fewer full board meetings
- packet for board members
- annual calendar of events

Our bylaws state that the full board must meet at least quarterly. It also states that the executive and budget committees are standing committees and can meet as needed.

It was decided that

--the full board will meet quarterly: In June (at the end of the fiscal year) is required by the bylaws for election of officers; in September; in December, but earlier in the month; and in March. April will be the Volunteer Luncheon month. Since no business is conducted at this event, it will be considered a special gathering.

--the executive committee will meet during the other months as needed.

--Laura will make a list of the new meeting schedule.

PROGRAM MANAGERS REPORT

Amy explained that Aging Partners receives funding from the State Unit on Aging (SUA), some of which is funneled to the counties. In turn, AP must turn in an Areawide Plan, which lays out exactly what services will be provided with the funding, where the funds will go, etc. Since SCAS both receives some of the funding and provides services with it, they are included in Aging Partners' Areawide plan. Amy's work plan gets submitted to AP and combined with the work plan AP submits to the state.

Amy explained that in this work plan she has to prioritize services, project numbers, explain her plan to achieve the goals and budget for it. Amy has completed all of her work for the area wide plan.

Laura is helping clients fill out their Homestead Exemption forms.

SCAS has started taking names for Farmers' Market Coupons. FMC will be given out first come, first served unless demand outweighs supply. If that happens, they may have to be given out lottery style.

Amy contacted the Alzheimer's Foundation about becoming a screening site. Screening is actually done on the pc. She is looking into starting a caregiver support group and pondering a caregivers retreat.

Amy received an email from Public Health Solutions about retraining for Tai Chi in April. PHS is willing to pay for Amy's training. Amy will attend in April.

Amy is organizing the volunteer luncheon. She is trying to become approved to be an agency allowed to give their volunteers the presidential service awards. One of our volunteers has already met the lifetime award requirements, and the other will next year.

Marty asked if it was possible to get a group license to do the brain game, Lumosity, online. It would give access to seniors to help them stay sharp. Amy would love to do brain health and it was written into her last work plan. The Alzheimer's screening will hopefully be the first step in meeting that goal. Amy said that she hadn't thought of a corporate license, and will look into it.

COMMITTEE REPORTS

DeWitt Senior Center

Bev Plihal reported that they had their Spring Fling and Baked Potato Feed on Friday night with entertainment. They had a fairly good response.

They had a workday making bricks and wreaths for their fundraiser in May.

She continues to get speakers for the Wednesday meals. The next speaker is going to talk on Australia. In April Aging Partners will be coming to do a senior fitness test. Bev strives for a variety of programs, getting in a few educational among the entertainment ones.

April is Volunteer Recognition month.

Areawide Council Report

Kathy Stokebrand stated they had a meeting last month. They had the hearing and presentations.

This coming Thursday's meeting will cover 5 year plan by June Pederson, legislative update, and the annual report on the *Living Well* magazine, report of state's monitoring of the agencies, nutrition by Denise Boyd, and then they will share ideas from the counties.

April 22 she will attend advisory committee meeting for the Unit on Aging in Kearney. They will be going over the bylaws for the DHHS Division of Medicaid & Long-term Care Unit on Aging and will bring back ideas from that meeting.

In the packets, Kathy stated she would like the following things: Bylaws, Amy's work plan for the year, our area work plan from Lincoln, budget, roster of members, a list of meetings, summaries

of activities Amy's planning for the fiscal year, more statistics of your activities—the number of people you are reaching—and what you are doing in the rest of the county.

Others added history of SCAS, calendar for the year of deadlines to meet, etc., and the annual report to the county commissioners.

Carol Fictum and Lorene Horky will be putting together a master packet by the April Volunteer Luncheon date. The executive committee will meet one hour before the luncheon to look through the packet.

AARP

Trudy Kubicek reported that Legislative Resolution LR33 did pass. They will continue the investigation of ACESSNebraska started with LR 400. Hopefully they will continue to improve the Medicaid system.

Scott added that they have been approached by senators serving on that committee and were requested by them to submit some of the issues SCAT has been having with IntelliRide and the DHHS.

Budget Committee

Has not met, but will be meeting soon.

Saline County Area Transit

Scott had good turnout for soup luncheon in March. Scott thanked those who helped prepare and those who attended.

Last week SCAT moved into their new building. Everything isn't moved yet, but they are operating out of it. They will be having an open house date the date of which is to be announced.

NDOR's Appropriations committee held its public hearing for NDOR's budget. Scott testified at the hearing, advocating for additional public transit funding out of the NDOR budget.

Scott is president of NATP (Nebraska Association of Transportation Providers). Gov. Ricketts proclaimed April 6-10 as Public Transit Week. In conjunction with this Scott wants to host several events during the week to promote public transportation and benefit the communities, too. One event that Scott wants to do is a customer appreciation with a tie-in to a food pantry benefit with a "stuff the (SCAT) bus" at Food Mesto in Wilber and Foodmart in Crete.

ADJOURNMENT

Lorene Horky moved and Scott Bartels seconded the motion to adjourn. Motion carried.

Respectfully submitted,

Laura Mackeprang, Program Assistant
Saline County Aging Services

ACTION LIST

- Budget committee needs to meet.
- Food Pantry
- New Hire
- Office Redo
- Amy will check with Bruce Filipi on the procedure to locate and purchase a new van.
- Laura is to reserve the Extension Office for the May meeting.
- Marty will recommend to the County Commissioners to approve Len Sand as a board member.
- Amy will recommend to the County Commissioners Marty Stones as county representative to Aging Partners' Areawide Advisory Council.
- Pat Schwisow is to be invited to attend a board meeting.
- Carol Fictum and Lorene Horky will put together a master copy of the items to be in the board members' packet and have it ready for the Executive Committee by their April 27 meeting.
- Executive Committee will meet at 11 a.m. on April 27, before the Volunteer Luncheon.
- Laura will make a list of the new meeting dates.