

Saline County Aging Services Board Meeting
Monday, June 22, 2015, 1:30 p.m.
Saline County Extension Office
Dorchester & Friend 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 Amy Hansen, Director, Laura Mackeprang, Data/Office Manager, Trudy Kubicek, Aging Partners; Stephanie Krivohlavek, Saline County Commissioner; and guest Pat Schwisow.

Pat Schwisow is a possible board member. She may be a board member for Swanton. She lives between Western and Swanton, though she has a Western address. Birthdays and anniversaries were acknowledged.

The minutes of the executive and budget committees were given to the full board members to keep the full board informed. Marty would like all the minutes of full board and executive and budget minutes be sent two weeks before the full board meetings.

Richard Jiskra moved and Kathryn Bolton seconded the motion that the March 2015 full board minutes be approved as dispersed. The motion carried. (8.15)

ACTION LIST REVIEW

Ownership of SCAS building

Stephanie Krivohlavek reported that the county commissioners approved on May 26, 2009 that the county will accept the (Saline Eldercare) building as Eldercare can't. Eldercare will pay all repairs and maintenance fees in lieu of rent. If the building should ever be sold, Eldercare would receive all the proceeds from the sale.

Amy reported that the May 18 board minutes stated the same thing. The county purchased it for a \$1.00. She passed out a paper on this for the boards' notebooks. (10.30)

Total Packet for new hire

Amy was to figure out the total benefits for the new hire. She reported that she figured it out and it's in the budget. (10.40)

Luminosity

Amy checked with Martha Hakenkamp to see if we would be able to capture clients' use of Luminosity in their homes, through an account with SCAS. Martha said that in order to count as units, the activity would have to be done at a center or other congregate setting.

So the option would be to have a computer for clients use at the office.

Carla Hubbard

Carla's mother has cancer and she is the primary caregiver. Amy told Carla that they could make Marty stay as Chairman to make the term two years. Amy said she really wanted her to stay on the board, but Carla didn't feel prepared to take on the Chairman position. The feeling Amy got from the conversation was that she would not be able to do any office at this time. (15.40)

Letters to Pastors

Amy did send a letter to the pastors concerning the food pantry and did get some response.

New Vehicle

Bruce Filipi said that he would watch for a vehicle in Amy's budget limit. Amy was able to talk to Bruce later. He has two sources, one for newer vehicles and an auction. She asked if he would be willing to look at any vehicle that we may find. He said he would be glad to get a mechanic to look at any potential vehicles.

Stephanie said that Bruce is not actively involved in this process, but made aware of when auctions occur. She suggested we start looking at our own. Amy agreed. Richard suggested Kohl's in York. Amy would like to get a vehicle that has seats that fold down and under, so that they would not have to be taken out and put back continually. (19.40)

Meeting schedule

Laura had sent out the meeting schedule for the rest of 2015.

Advisory Council

Kathy Stokebrand was to notify Marty when the next Advisory Council meeting was. She did, but he was unable to attend. Because of his schedule, he will start attending meetings in October. (20.12)

Notebooks for the board members

The new board members notebook/manual was passed out and quickly gone over to show everyone the highlights, what updated pages will be coming, and which pages the members will need to supply (their minutes, etc.) to keep their notebooks a living document. Amy suggested that the board keep information in their books for at least the fiscal year, which runs from July 1 to June 30th.

Marty thanked Carol Fictum and Lorene Horky for doing such a wonderful job compiling the notebooks. He said he wished he would have received one when he first came on board. (2:30)

Budget

Amy passed out the budget for approval. She stated that most items in the budget changed very little, but the few items that did change had large changes. Amy proceeded to explain the changes in the budget:

--She added a 2.2% increase in pay for the staff. This is standard for all county employees. Amy said that the executive committee agreed that Laura be give an additional 5% increase IF she has a favorable performance evaluation, due to the fact that her job duties have increased greatly, plus to make allowances for the increase in minimum wage and the new hire. The 5% was not included in the budget. The minimum wage goes up in January; the extra money would come out of miscellaneous. (8.03)

--The new hire was added for 30 hours a week at \$9.00/hr. which raises the payroll costs. There was a question on hiring someone at \$10.00/hr. Marty explained that Amy had been concerned that she could not find someone for \$9.00, but when Stephanie explained that the benefits are part of the package, it was decided to start with \$9, and revisit this if no one could be hired at that rate.

Both Amy and Laura stated that if it weren't for their husband's income, they would not be able to make it on their current pay. Amy stated that the insurance buyout does increase the hourly rate. A \$9.00/hr. job would increase to about \$11.47 if the buyout is taken. If it is not, they get yearly benefits of close to \$8,000.00. (12.50)

--The fuel costs went up, because the van is being driven more, but mileage stayed the same.

--The workshops and conferences were increased slightly to allow for training for the new hire. Laura has agreed to do Stepping On, a program on fall prevention.

--Under 'Other costs', renter's insurance will not have to be paid.

--Under 'Miscellaneous grants and special projects' Amy put the (new) vehicle and any office renovations to be done. She said it cost almost \$500.00 to update the bathroom to make it ADA compliant. (14.51)

--The number under 'office renovations' is high and slightly inflated. This is because Amy had to put under 'revenue' the total carryover to be able to keep the monies accessible. So she needed to show an expense to balance the budget. She is NOT committing herself to spend the entire amount.

Amy was asked if she would be willing to commit some of that money towards the new(er) vehicle. For \$7,000.00 more a newer vehicle could be obtained. The money in this category could be used for that, as it is flexible. (16.29)

--Under 'Program Expenses' she increased Tai Chi a little, since the new hire will be doing it. Amy decreased Friendly Visitors, because they stopped funding it. Amy reminded the board that the funds she received from Aging Partners need to be used.

Amy decreased Brain health, too. She wants to get Luminosity subscription and a couple of computers for use in the office with Luminosity. She also has some health funds that could be used. (17.31)

--'MJM license' is the license for the UPT machine. Last year we paid half of DeWitt's license as well as our own. This year Amy would like to fund all of DeWitt's. She said that we might not always be able to do so, but SCAS does benefit from DeWitt's numbers. The amount that would be used would be about two to three hundred dollars more. (19.19)

--Amy asked that the board not panic at the 'Total Expenses' amount. This includes the new staff to be hired and she had to do a money in/money out to balance the budget and show all our funds. It does NOT mean that she will use it. 19.37

Marty asked for a motion to accept the FY2016 budget. Lorene Horky moved and Bonnie Schoenbeck seconded the motion. Motion carried. The budget will get presented to the County Commissioners on the 30th of June. Aging Partners will also be down at this time to do a presentation with Amy to the Commissioners to request funding. (23.24)

By-Laws

Amy stated that she felt that the by-laws need to be reviewed. Discussion on appointing a by-law committee ensued. They will look at the by-laws to review them, bring up them up to date, and eliminate some of the out of date wording that is confusing.

Bev Plihal moved to appoint Scott Bartels, Richard Jiskra, and Len Sand to review the by-laws. Motion carried. They will report back on their progress at the September full board meeting. (30.46)

New Hire

Amy had 27 people interested in the position, eight of whom turned in applications. She interviewed four and has narrowed down it down to two applicants. Amy would like someone from the board to sit in on the second interviews. Jackie Francis offered to sit in on the second interview of these applicants.

County Fair Sign-up Sheet

SCAS's table at the county fair will be by the SCAT table. It will not be manned all the time, but literature will be left there. A sign-up sheet was passed around for board members to volunteer to man the SCAS table during the fair. The dates were Wednesday, July 15th for set up with Thursday the 16th (4-6 p.m.) and Friday the 17th (3-4 p.m.) for people to man the table. (44.45)

NEW BUSINESS

New Terms

Members whose terms were ending with the fiscal year (2015) were asked if they would like to serve for another two years (through 2017). (47.00)

Chairman/Co-chair Issue

The co-chair is supposed to take over now but Bev stated that Marty should stay on as Chairman

for another year. Discussion followed: The by-laws are vague in this area and there has been past instances of a chairman as serving more than one year. Marty is willing to stay another year, but doesn't want to stop someone who may want the position.

Bonnie Schoenbeck moved and Dorthy Bartels moved to have Marty stay as chairman for another term. Motion carried.

The co-chairman position will be tabled until it is known if Carla wants to continue as co-chairman or not. Lorene Horky said she would be interested in the Co-Chairman position if Carla can't and if no one else wants it. (52.34)

Appointees to the Committees

The Executive Committee is to consist of the Chairman, Co-chairman, Chair Pro tem, a County Commissioner and one other person, who has been Kathy Stokebrand. Until it is known what Carla wants to do, Jackie to be pro tem for a little longer.

The Budget Committee is to consist of the Chairman, a County Commissioner, the Program Director (Amy), plus two to four more board members, one of whom is Phyllis Svehla.

Assigning members to these committees was tabled for the next meeting. The board was asked to think about how to participate. (57.45)

PROGRAM MANAGERS REPORT

SCAS received 45 sets of Farmers' Market Coupons this year. We have four sets left. The USDA sets aside money for each state to be given to those who meet guidelines for coupons to be used at farmers' markets to buy locally grown fresh produce.

In July Amy will attend a Train the Trainer's class called Powerful Tools for Caregivers. She wants next year to be the year of the caregiver.

She renewed her Tai Chi certification.

She went to a meeting in Grand Island and where she represented the Cornhusker United Way. The topic was on fundraising and getting your information out there. She gleaned some good information.

COMMITTEE REPORTS

Areawide Council Report

No report.

AARP

Amy suggested removing this from the agenda. Historically, Bob Courtney was a member of the Advocacy Board for AARP, and regularly reported to the board. Since his passing, this is spot is vacant.

Budget Committee

Met at Executive Board meeting (since the Budget Committee consists of Executive Board plus Phyllis) to review, discuss and agree to present budget to full board.

DeWitt Senior Center

Bev Plihal reported on a couple of busy months. Due to heavy rains DeWitt was flooded. They helped people hook up with resources since the flooding of the town. They worked with the village and the Church of Christ. They received info on how to deal with people after the flood--depression, illness, etc.

They have a friendly visitor in DeWitt. It went very well. The client had to move to a nursing home because her home was flooded. Her volunteer will meet with her at the nursing home.

Flooding interfered with a day trip: they had many cancellations. It was a smaller group that went to Endicott to tour the brick factory. They ate in Gilead, and then went to see the world's largest swing in Hebron.

The Center is having trouble with the UPT machine. The swipe part that reads the cards is not working, but they are able to enter phone numbers in the machine. Bev is hoping the part to fix it will arrive soon.

The Senior Center was not bothered by the flood waters. That Wednesday of the flood, the center opened up and the noon meal was provided at no cost to consumers. They had 41 people at lunch, even though the free meal was not advertised. (1.07.35)

Saline County Area Transit

Carol Fictum reported that SCAT had an open house in their new transit building.

On Saturday, July 18, is pie and ice cream social in their new building.

SCAT will look into purchasing two new vehicles.

There will be no quilts raffled this year, but will have silent auction items instead. The pie and ice cream will be a free will donation. (1.09.20)

Other items

Amy thanked Bev for all her work in DeWitt. She went above and beyond during the flood.

Marty shared that Karen Morris has completed her training and is doing a program called "A Time to Heal". It is a 12 week holistic rehabilitation for cancer survivors and will be held at the Crete Area Medical Center this fall, starting September 3. Call Public Health Solutions to register. There is no cost to participate. (1.13.20)

Food Pantry report:

Amy had sent out a letter to the pastors of the food pantry here in Wilber to find out their intentions for the future of the Food Pantry.

Amy stated that there was a lot of confusion about who 'owns' the Food Pantry. She passed out a page from a presentation written by Sunny Kontor. It stated that the area churches and their pastors started the food pantry in 1991. Pastor Panning met with Amy. She said he was amenable to helping us do whatever we have to do. He would, however, like

to see the current emergency funds stay under control of a pastor in Wilber, and used for people in the Wilber Community as it was intended.

Amy feels that she offended to Pastor Lila. She sent an apology.

It was set up that Wilber's Pantry would serve the south half of the county, and Crete would serve the north half. But Amy is not sure what is happening at Blue Valley's pantry. They seem to be struggling.

Amy stated that

--most of SCAS's funding from Aging Services is to provide services to keep the elderly independent and in their homes. SCAS does not receive any funding to run the pantry, yet we have all of the overhead: space, freezers, volunteers, time.

--We can't apply for any grants because no 501(3)c has been set up for the food pantry.

--We are rapidly outgrowing our building. Why should we rent another building for programs when we have all the space the pantry takes up?

--The pantry is not really an Aging Services program, nor is it a county program.

--SCAS is so much more than a food pantry.

--There is a question about liability. If a volunteer gets hurt, it would be the county who would have to pay.

Pastor Panning said that he would not like us to just dump it on someone.

Marty would like to see if there is a better way; by pulling the right people together, and thinking outside the box, it may be possible to do a food pantry in a better way.

The pantry would be moved elsewhere. SCAS would still keep a smaller food pantry and the meat package program for our seniors. Mary Arter, Food Bank, said that it would fine to keep food for our seniors. Carol Fictum suggested that it be centrally located.

Marty thought the pantry needs to be a county wide solution. If you can pull in the main people and perhaps find someone to take the whole thing over.

Marty said that they should start the ground work to see if there is anyone interested in the food pantry before the next meeting. Lorene, Trudy, and Marty will start asking around in the Crete area.

What is wanted is someone who can take this project over, spearhead it, and give it the attention it needs. Amy volunteered to talk to Rick Nation, CEO of BVCA. (1.38.30)

ADJOURNMENT

Respectfully submitted,

Laura Mackeprang, Program Assistant
Saline County Aging Services

ACTION LIST

Laura will bring the newly updated board member list to the next full board meeting.

Amy will bring the Cover Sheets for the Board books to the next full board meeting.

The by-law committee will report at the next full board meeting.

Amy will find out if Carla will stay as co-chair for another 2 years or does she not want to?

Who wants to be on the budget committee?

Marty, Lorene, and Trudy will begin to seek out someone interested in doing the food pantry.

Amy will keep looking for vehicles

Marty will start attending Advisory Council meetings in October.

Lorene, Trudy, and Marty will start asking around in the Crete area for people interested in helping with the foot pantry.

Amy volunteered to talk to Rick Nation, CEO of BVCA, about the Crete Pantry.

Amy work on getting a USDA contract with the WCC for HDM.