

**SALINE COUNTY AGING SERVICES  
FULL BOARD MEETING  
March 27, 2017, 1:30 PM  
Saline County Extension Office**

*The minutes were digitally recorded.*

The meeting was called to order by Chairman Marty Stones. There were 14 members present, plus Stephanie Krivohlavek, County Commissioner; Trudy Kubicek, Aging Partners; and Saline County Aging Services Director Amy Hansen, and staff: Laura Mackeprang, Program Assistant; and Katie Keller, Outreach Coordinator. A quorum was declared. 1.50

Katie Keller, the new SCAS outreach coordinator, was introduced to the board. It was noted that Carol Fictum was absent due to her husband's accident. Marty shared the winter edition of the Living Well magazine, which had a spotlight article on SCAS, written by Amy, that he felt was nicely done. 4:40

Approval of the September 26, 2016 meeting was needed, because there were not enough members present at the meeting to reach a quorum. Laura hit the high spots of the December meeting. Lorene Horky moved and the motion carried to accept the December 12, 2016 minutes.

Since the members had copies of the September 26, 2016, minutes, Amy hit the high spots of that meeting. Kathy & Lila Pribyl moved to accept them as written. Motion carried. 19.30

**ACTION LIST(s):**

**From December 2016**

- Amy was to go to the commissioners to have Deb Jess approved as a board member. DONE.
- Add bylaws to agenda. DONE.
- Marty will talk to Mayor Foster about Wanek building. DONE.  
Marty will talk to Marilee Thiem at the CAMC about SCAS doing Full Circle (FC). DONE (Marty stated that CAMC seems to be in position to do this. They want to be part of the community so Full Circle fits in well.)
- Add disclaimer to agenda. DONE.
- Amy will send the board and the commissioners a letter of response to the monitoring letter she received from Aging Partners. DONE. 22.40
- Amy to check to see what pay rate the county gives starting hires for Macey's job. DONE.
- Len Sand will contact the Bylaw Committee about meeting with the Executive Committee to discuss the bylaws. DONE. 23.15

**From January 2017 Executive Committee meeting**

- Amy was to go to the commissioners to have Deb Jess approved as a board member. DONE.
- Stephanie Krivohlavek will update the Commissioners on the 51% quorum for SCAS bylaws. DONE.
- Agendas are to be sent out a week before the next full board meeting and before executive meetings.
- Amy will speak with Marilee at CAMC.
- Amy will continue to work on hiring a new staff member. DONE.
- Lorene will send Amy the dates of the senior citizens pot luck meal in Crete, so Amy doesn't plan something on those days. DONE.
- Len will meet with the bylaw committee to address who reviews Amy's performance review. DONE. (The Bylaw and Executive committees actually met at same time.)
- Bylaws at next Executive meeting. DONE.
- Executive committee to go over Amy's performance review at their next meeting in February. DONE. 24.35

### **From February 2017 Executive Committee meeting**

- Amy was to go to the commissioners to have Deb Jess approved as a board member. DONE.
- Agendas are to be sent out a week before the next full board meeting and before executive meetings. DONE.
- Amy to talk with Marilee at CAMC.
- Discuss bylaws at full board meeting. To be done today.
- Amy will present report on where she's at with the work plan and the budget at the March full board meeting. To be done today. 25.06

In order to update the full board on the progress made since the last meeting; the action lists from the last full board meeting (December), as well as from the Executive and Bylaw committee meetings in January and February were reviewed. Marty felt that although this may give more information than the board may want, it made the Executive Committee more transparent. Bev Plihal stated that on other boards, the Executive board reports on what has been done, so going over the action list serves as this report. 27.25

### **BYLAWS**

Len gave an overview of what has transpired with the bylaws since the revision of the bylaws were approved for recommendation to the commissioner is December. These were presented to commissioners, but not approved due to concern with the proposed quorum reduction to 40%.

So it was decided that since

- 1) Only twice in six years has there been no quorum. (Hopefully by sending out an agenda before the meeting will help remind members to attend.) and since
- 2) the commissioners want the quorum over 50%, even changing the quorum to 51% would make little difference in the number of members needed to be present to reach a quorum, it was decided to change the quorum back to the original 55% and leave number of members the same.

At this time another recommendation was added to the bylaws. This recommendation was to clarify the role of the Executive committee and Full board. 31.20

A handout of this was passed out for approval. Amy read the changes to Article II: Purpose.

The change adds:

- ***The following items will be addressed by the Aging Services Board or the Executive Committee:*** between the fifth and sixth bullet. This was to clarify the role of the Full Board and Executive Committee, especially concerning job performance, since the board is asked for their input on the program manager's performance.
- The word ***and*** in the ninth bullet between the words accomplishments and goals.

Everyone seemed to have a different copy of the revised bylaws, since there were so many versions before one was finally approved. Marty asked that a clean copy without any corrections, just the final proposed bylaws, be given out so that everyone would know what they were voting on.

It was decided that a proposed, final copy, will be sent out to the board members and there will have a very short, one item meeting, to approve the minutes after the volunteer luncheon April 24, 2017. 45.15

### **AMY'S REPORT:**

She passed out a copy of the work plan that she had to turn into Denise Boyd in February. Denise has not yet commented on it. Amy feels that we are where we should be. She has heard nothing except accolades about Full Circle, our pop up senior center. The State Unit in Aging called Amy looking for

information on pop up senior centers, because when they googled it, our SCAS was the only one in Nebraska to start such a program. Amy has been asked to give a talk on to the Areawide Advisory Board on it. 49.30

Marty says that Amy's report helps the board see what the vision and direction Amy is going. Kathy asked how Full Circle is doing. Amy stated that the smallest number attending was 4, with an average of 10 most of the time. Amy said that her next step is going to other towns. Kathy asked and Amy confirmed that the list on the work plan is what was done through February. There will be two Full Circle events this month: In Wilber it will be 'Humor Day' with a guest speaker, then "Jelly Bean Day" in Friend. And SCAS will be looking to start a Wii bowling league.

Bev asked about getting information about our events to her early so that those at her senior center could be told of them. We will do our best to do so. 55.00

### **BUDGET**

Amy handed out reports on the budget, for January, February and part of March. It is not a complete report, because she does not receive all her budget numbers from treasurer until the month is over. The most important page is the last page that shows we are at 68% of our budget for expenditures, which is 7% under budget for this time of year. 56.30

Marty asked about HDM, if she would be okay with the expenditures rest of the year. She said yes, although it may be tight. Amy said we did not get money from Cornhusker United Way this year, because CUW is looking to hire someone to get CUW 'on the map' and to become more of a force. CUW decided to hold the money the agencies would have received to be used for that. Because of this Amy could fundraise under that and use the money this year. She is waiting for Aging Partner's fourth quarter advance, which will be coming in April. This will help us get through.

SCAS did not receive a bill from Tabitha from August through December. Upon receiving a bill in January, Amy talked to Tabitha, who were happy to work with her. 1.00.25

Amy stated that she talked to Denise Boyd about the letters she was going to send out to the Tabitha HDM clients, upping the requested contribution rate. She wanted Denise's opinion to make sure it was proper and legal. Denise asked her if either SCAS or Tabitha have a Block Grant contract--not Medicaid Waiver. Title XX block grant meals are for those not eligible for a med-waiver (or a nursing home), but are still extremely low income. Title XX would pay \$5.75 per meal, but USDA funding **would not be** available for these meals. There is paperwork involved in setting up the contract, but how much, she is not sure. She wonders if it wouldn't be better to get a block grant contract and be out a \$1 for block grant meals than to be out the full cost of the meal if these people can't afford to pay. Kathy Stokebrand felt, since the meal program is exploding, that it should be looked into if it would help fund the program. 1.1.32

Amy said that she may have to cap the program based on a client's fragility. The block grant would allow us to means test and ask about income, assets, etc. Amy does not want to cap meals and wait list clients, because statistics show they are more likely to die if they are.

Trudy said it is going to be hard to assess people, because they often don't want you to know how badly off they are. By shielding the truth, they hurt themselves. Trudy said you have to learn to probe when you do assessments. Trudy said that she used to be able to help fund meals, but now that there are USDA funds involved in the Crete Meals, she can't help. Amy wondered if DHHS's block grant program would be able to help those people. On a side note,

Bev said that the USDA payments have been stalled. She hasn't received anything since last October, but they are finally starting to send them out. 1.10.25

Marty asked Kathy Stokebrand what she has been hearing from the Areawide Agency on Aging. She said Medicaid redesign is to affect everyone. She was given no idea of what it will look like, as they are redesigning the whole program. They are discussing talking about a single entry door for help for people, which includes more people, so there will be more of a wait. Marty says this is because they are trying to trim expenses. Trudy says that this new Medicaid still has bugs in it. Case in point, she calls Medicaid and is told that she has a Heritage Health question. She calls Heritage Health and is told she that has a Medicaid question. There is talk of a full implementation of the redesign by 2020. 1.18.20

### **NEW BUSINESS**

Katie reported that starting June 1st, we would be using LPI a Colorado based company to print out Newsletters for free. The information was given to us by Bev Plihal, who learned about the company at a conference she was at. LPI prints them free for us by approaching local businesses to advertise in the newsletters, thereby paying for the printing costs. We will use a mailing service to save on postage. Amy said it should save us \$2000 a year. Stephanie suggested having them talk to the Chamber of Commerce. 1.30.23

The Volunteer Luncheon will be Monday, April 24, at 11:30 a.m. at the County Extension office. Afterwards, there will be a short special meeting (with the full board) to approve the bylaws. Amy will arrange date for a budget committee meeting. 1.22.35

Board members whose terms are up in June were asked if they would be willing to stay on for another two years. Members were asked to update their contact information. 1.25.35

At the next June Full Board meeting 1:30 June 26, Lorene Horky will move to Chairman Position. Election of a Vice Chairman will need to be done at that meeting.

Lorene Horky moved and Kathy Stokebrand moved to adjourn.

Respectfully submitted,



Amy B. Hansen, Director  
Lam/ABH

**Action List:**

Agendas are to be sent out a week before the next full board meeting and before executive meetings

Amy to talk with Marilee at CAMC

Send out final copy of revised bylaws to be voted on after the Volunteer Luncheon on April 24, 2017

Amy will call a budget meeting

Add election of vice chair to June agenda