

**SALINE COUNTY AGING SERVICES**  
**FULL BOARD MEETING**  
**September 25, 2017, 1PM**  
***The Back Room at Saline County Aging Services***

***The minutes were digitally recorded.***

The meeting was called to order by Past Chairman Marty Stones in the absence of Chairman Lorene Horky. Len Sand and Carla Hubbard, Chair Elects, were also unable to attend. Roll call was taken. There were 11 members present, plus Stephanie Krivohlavek, County Commissioner; and Saline County Aging Services Director Amy Hansen, staff; Laura Mackeprang, Program Assistant; and Katie Keller, Outreach Coordinator. A quorum was declared. 2.00

Bonnie Schoenbeck moved, and Bev Plihal seconded the motion to approve the minutes as written of the June 26, 2017, full board meeting. Motion carried. 3.32

**REVIEW of ACTION LIST**

**From June Full Board Meeting**

- Amy to talk to Marilee at CAMC. - **On hold**, until funds are available.
- Amy will find out: If we are wait-listing people for HDM, can we shift them to Mom's Meals? No, we can't, because it is the same thing. Aging Partners (AP) is currently reworking the meal contract. Amy is not sure Mom's Meals will continue to be with AP. Wait listed clients can get the meals by paying full price. -**Closed** 4.48
- Amy will get the phone bill figured out. Amy is still waiting to hear from AP as to whether they will cover the cost of the internet. She has asked twice. Denise Boyd told Amy to let the board know that she has passed on the request. -**Ongoing**

Kathy Stokebrand explained that the reason the bill was higher was because of the new phone system that the county put in. Stephanie said that since we didn't ask for the change in phone systems, and no one was aware of the increase in cost that it would bring, the County will pay the phone bill this year, but said not to plan this for next year. Since the County does not pay for this program, AP does. We are a line item in the budget, and they act as a conduit for the monies we receive. Therefore, Stephanie said that AP should be paying for the phone.

Marty said we should check into other services, to see if we could find a less expensive alternative. Amy said that there were a lot of technical issues with the old phone system. Stephanie said the commissioners want the public to see SCAS as a county program. Stephanie said that if the budget cuts are needed next year, the County will discontinue paying the phone bill.

Next year, if the county does not cover the cost, at least we will be forewarned come budget time, so we were not caught off guard again. In regards to finding alternative phone systems,

Amy also said that AP will require us to have very secure internet lines, considering the private information we are privy to, and the databases we access. 14.20

- Amy will find out if Full Circle can be trademarked and have a 501(c)3 status, by talking to Tad. Amy said she has had too much trouble getting ahold of Tad. He has never gotten back to her. She spoke with Randy Jones, who told her that having a 501(c)3 may open up issues with which we do not want to deal. She feels this is not the way to go at this time, especially given that she can now get around the 501(c)3 difficulties for certain grant purposes. **-Closed.** 16.45

#### From July Executive Committee Meeting

- Update Brochures. Brochures are correct, and up to date. The brochure in question was an older brochure that mistakenly found its way to the county fair. Marty extended his thanks to all who helped with all the summer events (fair, Czech days, fund raisers) **-Done.** 17.40
- Keep asking Tad about 501(c) 3. **-Closed.** See above.
- Check to see if other groups are under AP umbrella. The thought was to see if we would be eligible under AP to receive grants. Marty, Kathy, and Amy forgot to ask. Amy said that she feels the answer would be no. Kathy said that she would have thought that Randy would have told her so if were able to, when they spoke earlier about funding. **-Done** 19.25
- Phone Bill. **-Done.**
- Amy to check with AP about internet bill. **-Ongoing.** See above. She will keep asking until she gets an answer. 20.25

#### From August Executive Committee Meeting

- Amy to check with AP about internet bill. **-Ongoing.** See Above.
- Amy will email the executive committee the income and expenses for the HDM. Amy apologized and will get this to everyone. We will cover this more fully under Old Business. 21.35
- Amy will begin the process of evaluating Crete HDM clients and set up criteria to decide who needs them the most.  
Katie and Laura did new intakes and home visits of the Crete clients, while Amy was recuperating because it was decided at the last executive meeting to not waste any time in doing so. **-Done.** 22.15

### **OLD BUSINESS**

#### Crete Meals:

The decision was made to cap the amount to funding to the Crete meals and reassess the participants. Since it has been a year, we are in the process of reauthorizing everyone. We are looking to see who still meets the qualifications and who no longer does. We were able to get one

client on a block grant meal, and have helped with the application for two other clients. We are waiting to hear if they qualify.

The criteria that Amy will be using to evaluate client need for the meals will be age, medical fragility, and homebound status. She has been working with Denise to ensure that the criteria are acceptable and within the standards of the Older Americans Act (OAA). We also discussed living alone as a factor. Amy has prepared a letter to the clients who being wait-listed. She has been waiting to see what becomes of the applications for the other two block grant go through, as their acceptance would free up meals for two people. 24.48

Since this was a full board meeting, Marty explained why we are doing this: The budget shows an amount of \$22,000 needed through fundraising to make it balance. This amount is substantial, and the commissioners were concerned. Since the clients in Crete have not been paying the full suggested contribution toward their meals, SCAS was losing too much money each month on meals. We cannot continue to do this without making cuts in programs and staff. The assessment allowed the decision of who needed the meals and who was receiving them for the sake of convenience. We need to cut the number of meals we subsidize to a number that the budget could handle to keep us financially sound. 27.18

Amy pointed out that it is a misnomer to say that she needs the entire amount money to balance her budget. She said that she has a larger amount for fundraising because we can spend only the amount we budgeted. If we raise more than the budgeted amount, we could not spend it. Likewise, if we do not raise the budgeted amount, other areas will be pared back. She has no intention of cutting staff. 28.00

Kathy suggested that perhaps the clients don't realize the cost of the meals. Amy stated that they received a contribution statement that states the full cost of the meals and how much the suggested contribution is. Because of stipulations in the OAA, we cannot 'enforce' a suggested contribution. She says clients have even written that some of the meals are not worth \$6.25. 28.34

Amy sent out surveys to the HDM clients with their last contribution statement. Amy said that one gentleman who receives the meals is very pleased with them, and the amount, but then an older woman says that there is not enough food. Amy is alarmed that the new menus for the new cycle are not following the contract. They are using smaller Styrofoam containers, not providing milk, and not following the menu. Tabitha has told Amy that there was there was no place to store milk. Tabitha also insists that they informed Amy that milk is a non-starter. Amy said does not remember that. As milk (or dairy) is required to make each meal balanced, it would have been a deal breaker, and besides, it is in the contract. Tabitha swears that the meals meet the guidelines. They may be able to get by without milk if they provided a serving of dairy on a daily basis, but they are not. 36.00

Discussion of options followed, including

- piggybacking on AP's new contract, (which is in the approval phase)
- expand Wilber meals into Crete
- locate a different vendor
- check on getting meals from the jail

Tabitha says they are actively recruiting for delivery volunteers, but Marty said that he hasn't seen any evidence of it: nothing in the paper, no one coming to his church to recruit. Amy said that Tabitha of Crete has not seen the contract that Lincoln signed on their behalf. It is in the contract that Tabitha is responsible to find volunteer deliverers.

--drop Tabitha and use Mom's Meals, which cost less, offer client meal choices, and are delivered to their door. 41.40

Stephanie said Amy has been having issues with the billing. She does not feel that they are living up to their contract and how long do we give them to fix it. Amy said that they broke the contract in the first month when they did not provide a bill by the fifth of the next month. We do not have a contract with Tabitha at present. 43.38

Marty summarized that we have three options:

- Mom's Meals
- check with the jail
- expanding the Wilber meal contract into Crete.

Mom's Meals come from Iowa. They are refrigerator and shelf stable foods that last 18 days. They are packed fresh, not frozen. They go over the whole country. FedEx delivers them to the client's house. They are balanced, had milk, and are to be heated. Clients can order which meals they want. They also have special diets: diabetic, renal, cholesterol, gluten free, vegetarian, low sodium, and cancer support. 48.30

The meals from Lincoln are hot meals, and piggy backing on that was up to timing. They wanted to get situated in Lincoln first. Those meals cost AP \$8 per meal. 50.43

That concludes bringing the full board up to date since the last full board meeting. Marty again thanked everyone for the help

Carol Fictum asked if the meals are only available in town. Amy replied that right now, the DeWitt Senior Center takes care of HDM in DeWitt, the Wilber Care Center for those in Wilber, and Tabitha for those in Crete. Mom's Meals cover all other towns and rural clients.

Phyllis Svehla said that Friend has meals in town through the hospital. Those who live out of town can pick up their meals. They are not affiliated with us and are not OAA meals.

Marty stated that one disadvantage to Mom's Meals is not being able to check on the client daily. Also, the client loses the social aspect of interacting with the volunteer. Amy suggested that telecare program could utilize the savings from going to Mom's Meals. 55.20

#### Fundraisers:

We made just under \$500 at the bake sale during Czech Days. Amy thanked board members very much for bringing baked goods. Amy said it will be done again for the Christmas Home Town Holidays in Wilber at Sokol on December 2.

The Taco Bar during the Eclipse about broke even, even though we extended the event through Monday. The leftover food will be used at the Community Meal on September 18 in Wilber. 59.45

## **STANDING UPDATES**

### **Financial reports:**

Stephanie reported that the Commissioners approved SCAS's budget last Tuesday. Amy has not seen any report as yet. SCAS should have money coming in from AP, the county, and towns.

Amy applied for and received two grants, one from Immanuel Vision Foundation and the other from Black Hills Energy, totaling \$3,000.00. She has feelers out to see if she could apply for more. NPPD has a grant due the 29<sup>th</sup> for which Amy would like to apply.

Amy has been doing a lot of research and has a spread sheet of grants for which she may apply.

Marty asked if we received blanket letter of permission to apply for grants. Amy has to go for each one, but Stephanie said that the next time she needs a letter from the commissioners, she will ask for a vote to give a blanket letter. 1.05.20

### **Work plan:**

She has been working on the grants, has written two and received money from both, and is researching two more. She has done two fundraisers. Moving Full Circle into Crete and Western is on hold until the money situation is straightened out.

Everyone should have a copy of the work plan. 1.06.20

## **NEW BUSINESS**

The next full board meeting will be on Monday, December 11, at 1:30 p.m. in the Back Room of SCAS unless there is a conflict with the clients.

2018 calendars are available. We may not do them next year.

The next Executive Committee meeting will be Monday, October 23, 2017, at 9 a.m.

Meeting adjourned. 1.16.02

Respectfully Submitted,



Amy Hansen, Director  
ABH/lam

**Action List:**

- Amy will send the full board the income and expenses of the HDM program.
- Katie will remind the board of Dec 2, to see if they are willing to bake something for the bake sale.