

Revised

HERITAGE AREA AGENCY ON AGING
Regular Meeting of the Heritage Board of Directors
Thursday, September 14, 2023, 2:00 p.m.
Conference Call and Heritage Area Agency on Aging

MINUTES

Call to Order

Present: Sister Susan O'Connor, Michelle Buhman, Karen Huber, Shawn Ireland, Jasmine McGowan, Chris Montross, John Schlarmann, Keith Stamp, David Thielen, Sarah Wagner, Evans Waller, Dusti Winkie, Larry Kudej and Bob Welsh

Also Present: Barb Werning, Jennifer Knudtson, Jill Sindt, Harrison March and Denise Babcock-
Assistant Secretary

Acting Chair, Sister Susan O'Connor, called the meeting to order at 2:00 p.m.

Mission Moment

USAgging – 50-Year Anniversary

Barb stated Heritage and the Board often talk about the i4A, the Iowa Association of Area Agencies on Aging, which includes all six of the local AAA agencies. At a national level, N4A (National Association of Area Agencies on Aging, has now become USAgging. They provide information, training, workshops, advocacy, policy guidance and more for all 600+ AAA's across the nation. The Older Americans Act (OAA) was approved in 1965, with the AAA's authorized in 1973, so we are celebrating a 50-year anniversary. (For more information about this organization, see www.usaging.org).

Approve or Amend Agenda

Directors Ireland and Buhman moved and seconded the agenda. Motion carried, 13-0.

Approval of Minutes of the Board of Directors Meeting Held August 10, 2023

Directors Montross and Stamp moved and seconded the August 10, 2023 meeting minutes. Motion carried, 13-0.

Advisory and Task Force Changes – Evans Waller, Returning Advisory Chair

Directors Ireland and Stamp moved and seconded the motion to approve Evans Waller as the Advisory Task Force Chair. Motion carried, 13-0.

REGULAR AGENDA

Finance Report

SFY2023 Closeout and Carryover

- Heritage continues to work with ADS to tie out SFY2023 closeout numbers and carryover; hope to have this resolved and submitted next week.

Grant Updates

- Management Team met the last week of August to review identified grant opportunities and determine the best fit for each identified grant.
- Applications/Requests Submitted
 - 4 submitted; total ask \$44,500
- Applications To Be Submitted in Next 6 Months
 - 11 on radar; total anticipated ask for 5 applications is \$125,000 with funding request for the remaining 6 to be determined after additional research
- Other
 - Information requests sent to 2 additional companies

Continue to perform outreach and identify additional opportunities

Estate Fund Disbursement

- Fall of 2022, received notification from Midwest One Bank that Heritage is one of 13 charities that are part of the Delbert Disselhorst Trust.
- Heritage is to receive 6.5% of the Disselhorst Trust once settled.
- End of August 2023, received partial disbursement check for \$39,613.64.
- Trust Manager at Midwest One indicated he would anticipate another distribution of a similar amount, hopefully by the end of the year.

ARPA Funding Gap Plan

- Management Team met the last week of August to review remaining ARPA funds and develop a plan to cover the gap once ARPA funding ends (09/30/2024).
- Heritage has been spending the ARPA funds proportionally throughout the funding period.
- As Barb has shared in Board dashboards, there continues to be a rising need for services as is shown by the increase in served consumers and provided units.
- The goal is to make sure the programs and services covered by ARPA funds are maintained after the funding ends; be sure Heritage is prepared to continue meeting the needs and have funds set aside and identified for the ARPA funding gap.
- As discussed at the Finance Committee, we are proposing and need approval to:
 - Open a separate money market ARPA Transition account; funds to see the account will include:
 - ~ \$80,000 from Disselhorst Trust.
 - ~\$38,000 from interest on KCC Foundation fund.
 - Any additional unrestricted funding received.
 - Withdraw the interest from the Kirkwood Foundation for 2023, approximately \$38K, to go into the ARPA Transition account.

Other

- Mandi Holcomb at Denman and Company, LLP, will attend the October Finance Committee meeting to kick off the annual audit process.

Approval of Finance Committee's Recommendations

Directors Huber and Ireland moved and seconded recommendation number 1: open a separate money market account. Motion carried, 13-0.

Directors McGowan and Stamp moved and seconded recommendation number 2: take withdrawable interest from the Kirkwood Foundation and put it into the new money market account. Motion carried, 13-0.

Approval of the Finance Report

Directors Huber and Ireland moved and seconded the finance report. Motion carried, 13-0.

Fundraising Committee Report

Karen and team members provided an update to the Board regarding Fundraising Committee activities.

- Karen recently attended the Elderly Consortium and promoted the 2023 Caregiver Wellness Day event.
- The Caregiver Wellness Day luncheon menu has been set and kept within the budget, including all dietary needs.
- Harrison gave an update on publishing and Caregiver advertising as well as distribution that was taking place. We have 30 registrants so far within the past two weeks that registration has been open. Promotion by the Mercy Caregivers team as well as our own Heritage Team should help the number increase. Brochures were handed out for the Committee to disperse in their communities.
- Director O'Connor thanked the Committee for all the good effort that was taking place to make this event a success.

Operations/Executive Director Report

Staffing

Angie Guss resigned her position last month. She worked with Laura Kriegermeier, our presenter last month, and was a member of the Heritage Elder Rights team. She had a great opportunity to do what she loves, return to military at the Iowa City Arsenal, National Guard, as a Civilian Consultant. We are now interviewing to fill her vacancy; the position is very demanding and requires a high level of skill.

Angela Wright started in her position as Options Counselor last month replacing Kimi Hambricht. Kimi has had an extraordinary start with the Iowa Return to Community (IRTC) program. Angie has fit right into the team.

We are very pleased to have our annual Staff retreat again, coming up Friday, December 1, 2023. Personnel from the newly, realigned Iowa Department of Aging and Disability will join us for part of the day and be available to answer questions. Zachary Rhein, Division Director, will present information to the team regarding the future of aging services in Iowa.

Nutrition

Our team of both Heritage Staff, as well as partners, have gone above and beyond to support our communities with food distributions. This fall, we are providing more food distribution at St. Paul's church. This activity will include volunteer groups through our funding partners MidAmerican and International Paper as well as members of our Heritage Care Team being on site to answer questions and talk with consumers experiencing additional concerns. We will also host a vaccine clinic with our vaccine grant dollars.

The meal program in Iowa City has a tentative start date of Monday, October 9, 2023. We are excited to kick this off and help better support an area that has been identified as a food desert for at-risk older residents.

Vaccines

Regarding vaccine access, Heritage is planning approximately four vaccine clinics in October to kick off flu season. We will partner with County Public Health Departments and local pharmacies (including Hy-Vee) to get shots in arms. There is also an educational and outreach portion of this grant. The six AAA's in Iowa enlisted Bing Bang to produce a commercial to promote vaccines. Larry Kudej, of our Board, and his wife, are starring in the commercial, which will be shown on television as well as Facebook.

OIL (Older Iowans Legislature) Conference

Heritage is willing to host anyone wanting to zoom into the OIL Conference on Monday, September 18, 2023. If you have problems zooming or just want to be in a group of people, you can watch the conference activity here at Heritage. Information has been included in the Board packet. Please contact Barb by 10:00 a.m. tomorrow, Friday, September 15, 2023.

Update on HHS Processes

The AAA Directors met with Zach Rhein last week. He highlighted some strategies for Aging Services, including redesigning the Medicaid waiver programs and expanding the ADRC (Aging and Disability Resource Center). This expansion would result in possibly finding more resources for Heritage to service adults with disabilities.

Board Dashboard

Review of the Board Dashboard took place at this time. Note: Breakdown of these overall increasing needs listed below also includes rural community statistics.

- EAPA and Elder Abuse for FY19-23. Seeing an increase with the consumer needs more significant and critical. This will increase unit hours and needed staff hours.
- Congregate Nutrition. There are now 16 meal sites around our region, including Encore Cafes. This is one more reason we are writing more grants-to meet increasing nutritional needs for older adults. Volume of Consumers attending the sites is growing and individuals are no longer hesitant to attend even with COVID-19 continuing. (The Marion Public Library Encore Café has had 98 Consumers consistently participate during each of the past six months.)
- Options Counseling. As with Elder Rights, consumers and units are increasing due to more demand for services. Trends are expected to continue to increase across all levels of services.
- Case Management (includes consumer-direct care as well as caregivers). These services happen after Options Counseling and are long term services, including keeping people at home and out of the hospital.

Action Items and Assignments

- Board Advisors for SFY24 need to be approved by the Board. This action will take place at the October 12, 2023 Board meeting.

Open Agenda

- No other items were brought forward by Board Members at this time.

Public Comment

No members of the public were present.

Adjourn

There being no further business coming before the Board, the meeting was adjourned at 3:00 p.m.
Respectfully submitted by:

Denise Babcock

Denise Babcock, Assistant Secretary

Approval by Board:

Keith Stamp

Keith Stamp, Chair