

Benton County Task Force  
August 21, 2019  
Vinton Kirkwood

The regular meeting of the Benton County Task Force was called to order at 10:00 a.m. by Pat Franzenburg, serving as chair for the meeting.

Present: Judi Hertle, Pat Franzenburg, Colleen Gibbins, Maureen Haisman  
Staff Present: Eugenia Kendall, Harrison March

Welcome and introductions were made and attendance taken. Harrison March was introduced as the new Heritage staff member that will be present at task force meetings going forward.

Minutes of the June 19, 2019 meeting were approved.

Eugenia delivered the annual Task Force Orientation. Volunteer forms were completed by present members.

#### Committee reports

1. Interim Board: Heritage is accepting applications for the Board of Directors. Candidates of all backgrounds are welcome to apply, but ideally will have expertise to assist in Heritage's mission.
2. Advisory Council meets Thursday, August 22.
3. Advocacy/Government Liaison: Older Iowans Legislature is coming up on Sept. 24. Bob Welsh of Johnson County is coordinating riders and vehicles from the Heritage service area. Heritage will drive a van to the event. This year's event will be one day only (past years have been two days).

#### Open Agenda

1. Task Force members requested a list of common Heritage abbreviations used in the Task Force Orientation. Harrison will send a list upon returning to the office.
2. The Task Force would like to discuss respite care options in Benton County at the September meeting. Harrison will add it to the agenda and bring along a list of Heritage-affiliated providers in the county. Members would like to discuss promoting these services and try to identify gaps between currently offered services and the needs of the community.
3. Harrison will bring community outreach data for Fiscal Year 2019 and an update on Fiscal Year 2020 to the September meeting.

The next meeting will be in Belle Plaine on Wednesday, September 18, 2019.

Meeting adjourned at 11:00 a.m.

Respectfully submitted,  
Harrison March, Heritage staff member

Benton County Task Force  
September 18, 2019  
Belle Plaine Community Center

The regular meeting of the Benton County Task Force was called to order at 10:00 a.m. by Marcia Taylor.

Welcome and introductions were made and attendance taken.

Present: Sheila Hlas, Colleen Gibbins, Marcia Taylor, Pat Franzenburg

Guest: Amanda Seiler (VGH Home Health)

Staff: Harrison March

Minutes of the August 21, 2019 meeting were approved unanimously. Motion by Pat, Second by Colleen.

**Harrison delivered Regional Committee Reports:**

1. Interim Board: transitioning out of the "interim" stage as applicants have been considered and potential members have been invited to join. The Chair of the Interim Board submitted resignation, so Vice-Chair Larry Kudej is likely to ascend to the role of Chair. Larry feels confident that it will be a high-quality board, assuming invitees accept their offers.
2. Advisory: bylaws were approved for Task Forces in the August 22 meeting. Harrison will email those bylaws to the Task Force.
3. Advocacy: next meeting is in October following the Older Iowans Legislature session. Policy priorities determined by OIL will be considered for the committee's future efforts.

**Outreach Update**

Harrison reviewed statistics used by Heritage to identify populations in the service area, goals for FY2020 in the service area/Benton County, and data for services delivered in Benton County through August 31, 2019.

Task Force members discussed possibilities for educational programming through Heritage and the Community Center. Pairing a class with a meal could be a smart way to attract a crowd and engage the audience. Harrison will talk to Bryan from Heritage and Ashley from the Community Center about scheduling.

Sheila noted the challenges faced when trying to start a new program/service, chiefly the time and investment needed to be fully committed. A recent example is the need for respite care and adult day services in the county, which often go hand-in-hand with one another. Such endeavors may need help identifying smaller pockets of funding that add up to a larger sum, rather than seeking one large funding source.

**Respite Care**

Harrison distributed a list of respite care providers servicing Benton County that are registered in Heritage's database. It does not necessarily include all providers servicing the county, but at a minimum includes those associated with Heritage (e.g. funded programs, referrals made, partner organizations).

Similar lists can be produced for each of the services Heritage offers, so Task Force members with inquiries can contact Harrison or Jennifer Walker at Heritage to gain that information.

**Open Agenda**

Sheila said the Benton County Volunteer Program is interested in learning about funding potential for respite and adult day services, as those services are seen as areas for growth to improve quality of life for older adults in the county.

Marcia raised concerns about social isolation, which was agreed on by all to be an important but challenging issue to face. Privacy rights/boundaries have shifted drastically in the last few decades, making it harder to identify the line between appropriate and inappropriate ways to reach out to socially isolated older adults. In the past, a mutually beneficial "phone-a-friend" type program was present. This might be a good option to revisit, but the

group wants to make sure the isolated party consents to being part of the engagement. Heritage is trying to place a print order for flyers about social isolation to be sent with home-delivered meals, which may help reach this target population. The flyers were developed at the national level of AAAs.

Heritage's 501(c)(3) transition open house was rescheduled to October 23<sup>rd</sup>. It is still from 4:00 pm – 6:00 pm at the Kirkwood Hotel. Task Force members are welcome to attend if they wish.

Heritage is in the middle of second-round interviews for the open Fiscal Director position. The position could be filled soon, but a start date won't be determined until the chosen applicant accepts an offer of employment.

The next meeting will be in Vinton on Wednesday, October 16, 2019.

Meeting adjourned at 11:02 a.m.

Respectfully submitted,  
Harrison March, Heritage staff member

Benton County Task Force  
October 16, 2019  
Kirkwood Center-Vinton

The regular meeting of the Benton County Task Force was called to order at 10:00 a.m. by Marcia Taylor.

Welcome and introductions were made and attendance taken.

Present: Maureen Haisman, Pat Frenzenburg, Marcia Taylor, Joyce Brunssen, Judi Hertle

Guest: Amanda Seiler (VGH Home Health), Karen Huber

Staff: Harrison March

Agenda was approved with a motion by Pat Franzenburg and second by Joyce Brunssen. Minutes of the September 18, 2019 meeting were approved on a motion by Pat Frenzenburg and second by Marcia Taylor. Both approved unanimously.

Harrison delivered the Regional Report:

Larry Kudej was named as board chair. At the board's first retreat, they will discuss filling the role of Executive Director.

Advisory council is working on how to better count services in each county. Benton County served 270 last year which was a 5% of the people. Target goals will be set for each county.

Eugenia Kendall will report at the next meeting about the transportation services for the county.

Brad Franzwa was hired as the Fiscal Director. There is a full time job opening for someone to work with older clients on job finding.

Karen Huber from Home Instead Senior Care told of the services they offer. It is a private pay service with a minimum of three hours at \$26 per hour. 56 cents per mile is paid for using your own vehicle. They need 70 caregivers and will train them. They need not be a CNA but must pass a back ground check and drug test.

The Caregiver Wellness Day will be November 4<sup>th</sup> at Kirkwood Center.

The OIL reported there was no comprehensive law passed in Iowa for "elder abuse." Advocating for such a law will be a top priority for the coming legislative year. Other priorities are: healthcare workforce recruiting and retention, dining site innovations, and accessibility codes for new housing developments.

The next meeting will be in Belle Plaine on Wednesday, November 20, 2019 at 11:00 a.m. so we can stay to eat with the clients. Harrison will coordinate with Ashley at the Community Center to confirm this time change from the normal 10:00 am meeting.

Meeting adjourned at 11:10 a.m.

Respectfully submitted,  
Judi Hertle, secretary

Benton County Task Force  
November 20, 2019  
Belle Plaine Community Center

The regular meeting of the Benton County Task Force was called to order at 11:00 a.m. by Marcia Taylor.

Welcome and introductions were made and attendance taken.

Present: Colleen Gibbins, Marcia Taylor, Pat Franzenburg

Excused: Judi Hertle, Elaine Harrington, Joyce Brunssen, Sheila Hlas

Guests: Amanda Seiler (VGH Home Health), Dana Burmeister (Benton Co. Transportation), Brock Grenis (ECICoG)

Staff: Harrison March, Eugenia Kendall

Review of meeting minutes from October 16, 2019, delayed until next meeting due to no quorum.

### **Heritage Regional Reports**

Board of Directors (Harrison): the board trainings are complete and that the board met last week. They heard from Eugenia Kendall re: Community Engagement and Brad Franzwa re: first quarter fiscal reports. The Board is planning a retreat at which members will discuss the parameters for Heritage Executive Director candidates.

Advisory Council (Marcia Taylor): met Brad Franzwa and heard Eugenia re: Elder Rights Program. Heritage is creating awareness and marketing tools to promote the program, including: one-pagers/fact sheets, targeted mail outreach, return mail forms, and more.

Advocacy (Harrison): continuing support of Older Iowan Legislators priority issues and recruiting representatives to adopt bills. Johnson County Task Force is hosting a forum with its representatives to advocate for the issues and receive updates on current work at the state house.

Heritage Staff (Harrison): nothing new to report

### **Open Agenda**

Outreach Opportunities: Harrison asked if there are any upcoming events with Heritage outreach opportunities. A few future events were suggested: Vinton Health Fair in the springtime and the County Fair (will need to plan for this in February). Harrison recommended keeping an open mind to less traditional events like speaking to small groups, reaching out to community events about setting up a table, etc. Pat Franzenburg said she could likely schedule a speaking engagement with a small group, but that it will likely be in the spring.

### **Next Meeting**

Next meeting is scheduled for February 19, 2020, at Vinton Kirkwood. Harrison reviewed Task Force Bylaws regarding adding meetings to the schedule:

- As Task Force Chair, Marcia Taylor may call a meeting with 5 days written notice to all members
- Any three members may call a meeting with 5 days written notice to all members
- Additionally, Harrison is willing to coordinate a meeting date/time via survey of Task Force members

Marcia noted that she will be out of the state and may not be available for February and/or March meetings. Harrison will communicate with Vice-Chair Pat to make sure someone is available to chair meetings if needed.

### **Transportation Services Discussion**

Eugenia Kendall laid out the context for the upcoming transportation discussion: national surveys show that there are enough transportation services for older adults, but that outreach and awareness are lacking. By connecting older adults to these resources, the Task Force can help bridge the gap. These discussions are good for familiarizing Task Force members with the services offered and connecting them with someone at the service.

Eugenia asked if anyone has current transportation-related issues. Amanda Seiler shared about a client who needed to make regular trips to appointments, but their children were unable to help due to limited Paid Time Off. The client could get in/out of vehicles, but needed help getting to the vehicle and needed someone to stay during the appointment. They have been unable to locate a service that can stay during the appointment.

The Task Force moved out to the dining area to host the transportation discussion with about 20 diners. Eugenia Kendall introduced the topic and distributed handouts re: the importance of planning ahead and asking the right questions about services offered. Dana Burmeister distributed flyers and shared about services from Benton County Transportation. Colleen Gibbins shared information about services from the Benton County Volunteer Project.

Meeting adjourned at approximately 11:50 p.m.

Respectfully submitted,  
Harrison March, Heritage Staff

Benton County Task Force  
February 19, 2020  
Vinton Kirkwood Center

The regular meeting of the Benton County Task Force was called to order at 10:00 a.m. by Harrison March.

Present: Colleen Gibbins

Excused: Judi Hertle, Joyce Brunssen, Sheila Hlas, Pat Franzenburg

Guests: Amanda Seiler (VG Home Health), Angela Harbour (ASAC)

Staff: Harrison March

Review of meeting minutes from October & November 2019 were delayed due to no quorum.

Attendees agreed to move Amanda's presentation to next month to increase exposure to more Task Force members.

### **Introductions**

Harrison, Colleen and Amanda informed Angela of Heritage's mission and work, as well as the purpose and typical activities of the Task Force.

Angela introduced herself and the work she does at ASAC. She said their prevention work is often under-recognized but is a key piece of their services. ASAC works to reduce barriers to assistance for those needing help with substance abuse and/or problem gambling. Among seniors, her focuses are on problem gambling, alcohol abuse and the misuse of prescription medication.

Angela will be one of the Task Force's speakers in March, which is Problem Gambling Awareness Month.

### **Heritage Reports**

Board of Directors (Harrison): The Board met last week in Iowa City. Upcoming meetings will be held in different Heritage counties to make the meetings more accessible across the region. Harrison will update the Task Force when the Benton County meeting is planned. In the Board's February meeting, they approved two new members: Linn County Supervisor Stacey Walker (replaces former Linn County Board of Supervisors designee) and Dusti Winkie (replaces former member Beverly Winkie of Belle Plaine). Upcoming focuses are on the Executive Director position and potential tweaks to Heritage's mission and vision statements.

Advisory Council (Harrison): Working on Area Plan updates for FY2021.

Advocacy (Harrison): Monitoring several bills, some of which are Older Iowans Legislature priorities and others that older adult interests in other ways. The first "funnel" is upcoming. Additionally, i4a has voiced support for a bipartisan bill reauthorizing the Older Americans Act for 5 more years. This act provided about 50% of Heritage's funding in FY2019, so its passage is critical to the agency's future.

Staff Update (Harrison): One of Heritage's Options Counselors/Caregiver Specialists resigned in December. Interviews are ongoing for the position of Information Specialist/Options Counselor, with three first round interviews having taken place on Friday, Feb. 14.

**Community Updates**

Heritage outreach: Harrison provided data updates for FY2020 through January. For region-wide data reported to the Iowa Department on Aging, Heritage is on pace to surpass its Activities goal by about 20% and its Units goal by about 10%. Broken down based on county population, Heritage is on pace to exceed its Activities goal in Benton County but is behind pace to meet its Units goal. Based on activities currently scheduled like mobile food pantries, farmers market check distribution and the Benton County Community Health and Wellness Fair, Harrison is confident that ground will be made up and the goal will be met.

Heritage is looking for volunteers to be at the booth for the Health and Wellness Fair. It will be at the Vinton-Shellsburg High School gym on April 4, 2020, from 8 am – 12 pm. Judi Hertle has already noted she may be able to help. Harrison will send a message asking for volunteers and will coordinate getting brochures and promotional items to volunteers at a later date.

**Open Agenda**

No items presented during open agenda.

**Next Meeting**

Next meeting is scheduled for March 18, 2020, at the Belle Plaine Community Center. Speakers will be Amanda Seiler (VG Home Health) and Angela Harbour (ASAC).

Meeting adjourned at approximately 10:30 a.m.

Respectfully submitted,  
Harrison March, Heritage Staff



Benton County Task Force  
May 20, 2020  
Zoom/Conference Call

The regular meeting of the Benton County Task Force was called to order at 10:05 a.m. by Marcia Taylor.

Present: Maureen Haisman, Marcia Taylor, Judi Hertle, Amanda Seiler, Colleen Gibbins, Joyce Brunssen  
Staff: Harrison March

**Review of Procedure**

Harrison March reviewed the makeup of the Advisory Council and the process for nominating a new representative. Benton County can have up to 2 representatives on the Council and Marcia Taylor currently holds one spot, so there is one opening. Task Force members can seek nomination or nominate another person. Members then elect from those nominees. An Advisory Council vacancy can be filled at any time during the year, but to maximize a representative's term they can start in July along with the new Fiscal Year.

**Advisory Council Appointment**

Marcia Taylor noted that Advisory Council meetings have conference call options like Task Force meetings.

Judi Hertle nominated Joyce Brunssen, which Marcia said she also supported. Joyce asked about the length of the term, which Harrison said is up to 3 years with at least 1 year off in between. Joyce asked when meetings are held, which Marcia answered is once per month.

Marcia entertained a vote to elect Joyce as an Advisory Council representative for Benton County. The vote passed unanimously, 6-0. Joyce said she may try to attend the May or June meeting to listen in as a guest, which Marcia added was helpful when she started her term.

Marcia asked if any Task Force officer positions need to be elected. Harrison said there are none at this time, as all officers are currently within their 3 year terms and none plan to resign.

**Heritage and Community Updates**

Judi said the Benton County Fair has officially been canceled. Joyce asked about the Iowa State Fair and Judi answered that a decision is supposed to be announced around mid-June. Several other events in the county have been canceled due to anticipated crowd sizes, which make social distancing challenging if not impossible.

Harrison reported that some awards for COVID-19 response grants have recently come through to Heritage. While their purposes vary, Harrison knows of a couple that focus on nutrition needs and help combat food insecurity during this time. Joyce noted that local pantries have been extra busy due to high demand. Maureen Haisman said the meal distribution bus is often driving around Vinton to a few different locations. Amanda Seiler said they drop off at Tillford, Park Apartments and the Library.

Marcia asked how Amanda and her coworkers at Home Health are doing. Amanda said overall numbers are a little down due to fewer elective surgeries and home visits, but Home Health has picked up some duties regarding positive COVID-19 case follow ups. Her office is following up with general public cases, while the Iowa Department of Public Health is covering nursing home cases.

Judi asked Amanda if she thought the case counts being reported in the news were accurate to the current situation or if there is a lag in that reporting. Amanda said the data is accurate to date as far as she knows and overall Benton County's numbers are staying low.

Colleen Gibbins asked about the seriousness of those positive cases in the county. Amanda said only a handful have needed to be hospitalized, while a majority have been able to manage symptoms at home.

Judi asked Harrison about Kirkwood's plan for going forward. Harrison said the current date for reopening campus is June 1, but staff are getting updates weekly and that date may change. The reopening will start with high-level administration, maintenance and janitorial staff, so Heritage is likely to be a little while after the initial reopening.

Marcia thanked Amanda and her colleagues for their work in helping keep the community safe, which all members echoed.

Judi told Amanda to let her know if they need more cloth masks. Judi has made almost 300 so far and can mail them to various locations if needed.

**Next Meeting**

Next meeting is scheduled for June 17, 2020, at 10 a.m. likely over Zoom/conference call again. Harrison will send a reminder when it is closer.

Meeting adjourned at approximately 10:35 a.m.

Respectfully submitted,  
Harrison March, Heritage Staff

Benton County Task Force  
June 17, 2020  
Zoom/Conference Call

Present: Marcia Taylor, Amanda Seiler, Harrison March (Heritage AAA Staff)

**Review of Meeting Minutes**

Review of meeting minutes was delayed due to no quorum. Marcia pointed out the May 2020 minutes were labeled as March 2020. Harrison will fix this error before the next meeting.

Harrison will also send a meeting reminder one or two days before the meeting in addition to the reminder sent one week before.

**Senior Farmers Market Nutrition Program (SFMNP) update**

Harrison reported the SFMNP is back for 2020 and is already underway. Changes to this year's program are:

- New income levels: \$23,107 for singles, \$31,284 for couples
  - o Economic Impact Payments do not count toward the income guidelines
  - o Other factors related to COVID can be taken into account (loss of income, etc)
- Applications and checks can be sent via mail. Those who are uncomfortable attending in-person distributions can call Heritage to request an application by mail with a pre-paid return envelope. The application must be sent back to Heritage and approved before checks will be sent

Marcia asked about eligibility and where they can be used. Harrison said the age guidelines are still ages 60+ and participation is up to vendors. SFMNP participants should contact vendors directly to see if they are participating.

Harrison shared a flyer he made for the Task Force in Washington County. Marcia suggested sending it to all Task Force members and to Ashley Parizek at the Belle Plaine Community Center.

Marcia asked if the Belle Plaine Community Center has opened yet. Harrison said with the recent lift of restrictions on senior centers, they now can start to reopen. Most have not started yet as they continue planning and prioritizing consumer safety. No sites in the Heritage Nutrition Program have opened yet.

**Caregiver Wellness Series**

Harrison shared details about the upcoming Caregiver Wellness Series of webinars hosted by the Caregiver Wellness Day planning committee and Caregiver Action Team at Johnson County Livable Community. The series starts July 14<sup>th</sup> and will feature monthly events that have a keynote speaker and a speaker on community resources. Harrison will share the flyer when details are finalized.

**FY2021 Meeting Schedule**

Those present agreed to continue meeting the third Wednesday of the month at 10 a.m. for FY 21. As in FY20, there will be no meetings in July, December and January.

Meetings will be held via Zoom for the foreseeable future. The Task Force will discuss resuming in-person meetings when that becomes more practical.

**Open Agenda**

Marcia shared updates from the last Advisory Council meeting:

- Barbara Werning has been hired as Heritage's next Executive Director
  - o Harrison added that she is a Newhall native who is currently Executive Director of Ronald McDonald House Charities' location in Iowa City. She will start at Heritage on July 1.
- Several updates in the meeting pertained to COVID and the allocation of emergency grants/funds
- Focus Groups will resume soon. Anyone interested in being on a Focus Group should contact Eugenia Kendall at Heritage.
- Senate File 2341 in the Iowa legislature regarding elder abuse is being considered by a committee. Harrison will look for an update on this file.
  - o Update: the bill did not make it to a vote
- Cards thanking/honoring Martha Quint for her years of service as Heritage's legal subcontractor should be sent to the office by June 23. Iowa Legal Aid will be the new sub-contractor for legal services

Amanda Seiler continues doing follow-ups for Public Health. Most have recovered, but small number are still being monitored. Marcia asked about the average spread per person with an active case. Amanda said it's hard to say because there is a lot of variance. Some people have relaxed on their safety precautions, but for the most part people are distancing and isolating as recommended.

Harrison will put together a master schedule and contact list for FY21. He plans to send them late this month.

#### **Adjournment**

The meeting adjourned at approximately 10:40 a.m.

Respectfully submitted,  
Harrison March, Heritage Staff