

Advisory Council
The Heritage Area Agency on Aging
July 25, 2019

Present: Evans Waller, Barb Young, Sandy Bell, Shirley Gadelmann, Larry Kudej, John North, Bob Welsh, Ed Dunbar, Leah Donald, & Marcia Taylor

Excused: Elizabeth Koehn, Nancy Lee Siebenmann, Art Staed & Lisa Tallman

Not Present: Jake Hughes and Sofia Mehaffey

Staff Present: Kellie Elliott-Kapparos & Sjonna Brunt

Welcome and Introductions: Larry Kudej called the meeting to order at 1:00 p.m. and roll call was taken.

Acceptance of Agenda: Evans motioned to approve the agenda and Sandy seconded the motion. The minutes were approved unanimously.

Consideration of minutes of June 27, 2019: Sandy motioned to approve the minutes and Ed seconded the motion. The minutes were approved unanimously.

Orientation and Training

- Kellie presented the orientation to the Advisory Council
 - Kellie asked the Advisory Council to offer suggestions to the slides that staff is presenting to the Task Forces.
 - **Suggested updates: Spell out acronyms for the first time**
 - **Slide 7--reflect consecutive not concurrent**
 - **Slide 8--spell out acronyms that have not already been spelled out.**
 - **Slide 8 4th secondary bullet add such as doctors, nurses & etc.**
 - **Noted that in some of the slides on Advisory Council that they Review and advise to the BOD**
 - **Noted to be clear of the task force role**
 - Sjonna will mail out the Volunteer agreement forms, and conflict of interest forms to all individuals that did not attend the meeting in person as well as the the FY20 Calendar

Election of Fiscal Year 2020 Officers

- Motion from the floor to nominate Larry Kudej as Chair for FY20 Advisory Council. Bob Welsh called for a vote and Ed Dunbar seconded. Larry was unanimously elected as FY20 Advisory Council Chair.
- Motion from the floor to nominate John North as Vice Chair for FY20 Advisory Council. John withdrew his nomination.
- Motion from the floor to nominate Sandy Bell for FY20 Advisory Council. Evans Waller called for a vote and John North seconded. Sandy was unanimously elected as FY20 Advisory Council Vice Chair.
- Motion from the floor to nominate Evans Waller to represent the Advisory Council on the FY20 Heritage Area Agency on Aging Executive Advisory Council. Shirley Gadelmann called for a

vote and Sandy Bell seconded. Evans was unanimously elected as FY20 Advisory Council representative to the Board of Directors.

- Larry will assume the Board of Directors position

Announcement of the Chair

- Board of Directors recommendations from Task Force Membership
 - Resignations to the Task Force: Janice Fry-Johnson County Task Force and Renee Riffey-Linn County
 - New Task Force Members: Pat Heiden-Johnson County Task Force
 - Task Force Bylaws updates as recommended by the Board of Directors was reviewed.
- Board adjustments for Advisory Council and Task Force bylaws
 - Advisory Council Resignations-Renee Riffey-Linn County
 - Advisory Council Bylaw updates as recommended by the Board of Directors was reviewed.
- other

Staff Report

- Paula Lange, Fiscal Director resigned effective August 2nd. Position is posted.
- Kellie and Becky Briggs will be attending the n4a Conference and will receive an award for Encore Café/Innovation
- Harrison March-New Outreach Coordinator starts next week. Worked with the Marion Chamber of commerce and development group.
- All existing grants were carried over to the new entity.

Committee Reports:

Interim Board Update:

Executive Committee: no meeting.

Advocacy/Government Liaison:

- Next meeting October 24th following Advisory Council
- Sept 24th is the Older Iowans Legislature for 1 day. Bob will be sending a follow up email on details of the meeting as well as membership opportunities.

Area Plan Focus Group Updates

- **ADRC/LifeLong Links-** No Update
- **Nutrition-** No Update
- **Elder Rights-** No Update
- **HCBS-** No Update
- **Caregiver-** No Update

County Task Force Update:

- **Jones County:-** no report
- **Cedar County:** - Cedar County Fair was well attended and Heritage had a booth there. Clarence event was well attended.
- **Benton County:** - No report

- **Linn County:** -No report
- **Johnson County:-**
 - Johnson County is Celebrating the Care Act 12:30 Coralville Library on July 29th. This is with Johnson County Liveable Community, AARP and Johnson County Task Force. Sign up with AARP.
 - August 12th is the Heritage Meeting
- **Washington County:** - Heritage had a booth at the Washington County Fair

Open Agenda

Meeting was adjourned at 2:25 pm

Advisory Council
The Heritage Area Agency on Aging
August 22, 2019

Present: Evans Waller, Barb Young, Sandy Bell, Shirley Gadelmann, Larry Kudej, John North, Bob Welsh (Phone), Ed Dunbar, Leah Donald (Phone), Sofia Mehaffey, Elizabeth Koehn (Phone) Representative Art Staed & Nancy Lee Siebenmann (Phone)

Excused: Marcia Taylor & Lisa Tallman

Not Present: Jake Hughes

Staff Present: Jill Sindt, Eugenia Kendall & Sjonna Brunt

Welcome and Introductions: Larry Kudej called the meeting to order at 1:00 p.m. and roll call was taken.

Acceptance of Agenda: Shirley motioned to approve the agenda and Ed seconded the motion. The minutes were approved unanimously.

Consideration of minutes of July 25, 2019: Sandy motioned to approve the minutes and Ed seconded the motion. The minutes were approved unanimously.

Consideration of By-Laws

- Advisory Council By-Laws-Ed motioned to approve the Advisory Council By-Laws and Representative Staed seconded the motion. The Advisory Council By-Laws were approved unanimously.
- Task Force By-Laws-Sandy motioned to approve the Task Force By-Laws and Ed seconded the motion. The Task Force By-Laws were approved unanimously

Area Plan Focus

- Eugenia reviewed the purpose and history of the focus groups. Power Point Presentation was distributed and presented to the Advisory Council
- Clarification and questions were presented about LifeLong Links. The phones are generally answered by a live instead of an automated system. The LifeLong Links website has been shut down and the AAA's and IDA are working on a solution in a meeting at the end of September.
- There is a gap on the Caregiver Focus Group, Sandy Bell, Shirley Gadelmann, Nancy Lee Siebenmann are interested in being a part of the Focus Group. Sofia suggested asking Maureen from Horizons.
- Sandy Bell is interested in being a part of the Nutrition Focus Group
- Eugenia reviewed the data that comes from IDA in their reporting system of Tableau. The data reflects Total Consumers Served, Service Details on individual services and Data Quality that reflects the agency's performance measures.

Announcement of the Chair

- The open house event has been moved from September 25th to October 23rd
- Chair Kudej is encouraging individuals to join OIL to attend the event on September 24th. There are 3 vans that are driving to Des Moines.

- September 3rd is the Nominating Committee to fill the 10 spots for the Heritage Board of Directors.
- The Board is working toward getting individuals from each of the counties and this is in the works.
- The next Board of Directors meeting is September 12.

Staff Report

- .Harrison is developing an email newsletter of Heritage announcements. A sign-up sheet was passed around to the Committee if they would like to sign up for the email.
- City of Marion is in the running for an award.
- Paula Lange resigned and is still contracting to assist with Fiscal related tasks. Posting is still at on Kirkwood's Website
- Kelly Murphy, VOC Rehab Employment Specialist resigned effective September 5.
- Sheila Stepanek, Elder Rights Specialist leased employee through Aging Services and is retiring October 11.
- Zoom meetings will be a technique for future meetings for those that cannot attend.

Area Plan Focus Group Updates

- **ADRC/LifeLong Links-** No Update
- **Nutrition-** No Update
- **Elder Rights-** No Update
- **HCBS-** No Update
- **Caregiver-** No Update

Committee Reports:

Advocacy/Government Liaison:

- Next meeting October 24th following Advisory Council
- Sept 24th is the Older Iowans Legislature for 1 day.

County Task Force Update:

- **Jones County:-** no report
- **Cedar County:** - no report
- **Benton County:** - no report
- **Linn County:** -Talked about the good job Horizons is doing as well as the Senior Center Development. Sandy was able to visit the Senior Center in Davenport and reported that the building was amazing
- **Johnson County:-**
 - Next Task Force meeting is September 9th at the Johnson County Health and Services Building
- **Washington County:** - No Report

Public Comment:

- Barb Young talked about events in Arizona that are sponsored by Humana and how it would be nice to have an option like that here.

Next Meeting September 25

Meeting was adjourned at 2:31 pm

Advisory Council
The Heritage Area Agency on Aging
September 26, 2019

Present: John North, Larry Kudej, Marcia Taylor, Ed Dunbar, Shirley Gadelmann, Sandy Bell, Barb Young, Bob Welsh, Art Staed, Evans Waller (1:20 pm), Nancylee Siebenmann (via conference call 2:00 pm) & Elizabeth Koehn (via conference call)

Excused: Lisa Tallman, Sofia Mehaffey, & Leah Donald

Not Present: Jake Hughes

Staff Present: Kellie Elliott-Kapparos & Sjonna Brunt

Welcome and Introductions: Larry Kudej called the meeting to order at 1:00 p.m. and roll call was taken.

Acceptance of Agenda: Ed motioned to approve the agenda and Shirley seconded the motion. The minutes were approved 10-0

Consideration of minutes of August 22, 2019: Ed motioned to approve the minutes and Sandy seconded the motion. The minutes were approved 10-0.

FY2019 Year End Program Outcome Data

- Kellie Elliott-Kapparos presented the FY2019 Year End Program Outcome Data
- Questions below were requested follow-up feedback on.
 - What number consumers served are duplicate vs. unduplicated?

Announcement of the Chair

- Next Heritage Board is Oct 10 1-2:30 The Hotel Kirkwood Room 166.
- 10 At-Large Members and 5 of the 7 County Representatives have been identified.
- Larry Kudej was elected as Board Chair and Steve Ovel was elected as Vice-Chair.
- Heritage celebration is October 23rd 4-6:00 in the Hotel Kirkwood Atrium.
- Caregiver Wellness Day is November 4th 8:30-3:30.

Staff Report

- Laura Kriegermeier will be returning from maternity leave September 30
- IDA will be doing a compliance visit on ____
- IDA did a quarterly conversation on September 16th. Conversation was focused on Nutrition.
- Jill and Kellie were in Des Moines meeting with the Department on Aging, Iowa Total Care, Amerigroup and Sellers Dorsey.
- New financial software is going well. Basics of the software have been learned. Once new Fiscal Director is hired Heritage hopes to have full implementation.

Area Plan Focus Group Updates

- **ADRC/LifeLong Links-** No Update
- **Nutrition-** No Update
- **Elder Rights-** No Update

- **HCBS-** No Update
- **Caregiver-** No Update

Committee Reports:

Advocacy/Government Liaison:

- Next meeting October 24th following Advisory Council
- One day session of Older Iowan Legislature was held September 24th. 23 people were in attendance. The issues that came up with were: Elder Abuse Protection, Health Care Workforce, Accessibility Code for New Housing, & Dining Site Innovation

County Task Force Update:

- **Jones County:** - no report
- **Cedar County:** -
 - Working on November Food Drive. The Car Dealer in Tipton is donating money to the Tipton dining site for each person that tests drive a car on a selected day.
 - Evans received an certificate from the Legislature for turning 80.
- **Benton County:** - new member joined the Task Force Amanda Sellers
- **Linn County:** -no report
- **Johnson County:** -
 - Bob and Eunice Welsh were recognized by the Johnson County Board of Supervisors for their volunteer efforts throughout the years.
 - Ed received a certificate from the Legislature for turning 80.
- **Washington County:** - no report

Public Comment:

Next Meeting October 24, 2019

Meeting was adjourned at 2:26 pm

Advisory Council
The Heritage Area Agency on Aging
October 24, 2019

Present: Ed Dunbar(phone), Leah Donald (Phone), Lisa Tallman(phone), Marcia Taylor, Larry Kudej, Shirley Gadelmann, Bob Welsh, Sandy Bell, Barb Young, John North, Sofia Mehaffey, & Evans Waller (1:42 p.m.)

Excused: Elizabeth Koehn & Art Staed

Not Present: Jake Hughes & Nancy Lee Siebenmann

Staff Present: Kellie Elliott-Kapparos & Sjonna Brunt

Welcome and Introductions: Larry Kudej called the meeting to order at 1:00 p.m. and roll call was taken.

Acceptance of Agenda: motioned to approve the agenda by Sandy and Marcia seconded the motion. The minutes were approved 11-0

Consideration of minutes of September 26, 2019: Sandy motioned to approve the minutes and Bob seconded the motion. The minutes were approved 11-0.

Elder Rights Focus Group Goals and Strategies

- Eugenia presented the Elder Rights Focus Group Goals and Strategies
- This group currently meets month but the requirement to meet is weekly.
- Members of the Elder Rights Focus Group are Bob Welsh, Larry Kudej, Ruth Cox, John North & Heritage Staff

Announcement of the Chair

- Heritage met October 10th. It is a 19 member Board that is represented by all 7 counties.
- Executive Committee of the Heritage Board is Larry Kudej-Chair, Sister O'Connor-Vice Chair, Steve Ovel-Treasurer, & Scott Olson-Secretary.
- Strategic Planning Event is scheduled for January 14th 1-5
- The Board plans on reviewing the Executive Director position after the Strategic Planning Event in January.
- October 23rd the Heritage 501c3 went well and was well attended by new board member, legislative representatives, sub-contractors and other community members.
- Heritage Board is looking at establishing a finance committee that will be represented by the Board members

Staff Report

- Welcome & Introduction to Brad Franzwa-Heritage Fiscal Director
- October 7 & October 8 Heritage Semi-Annual Monitoring visit from IDA and it went well. It is expected that Heritage will have suggestions and recommendations on policies and procedures since Heritage has moved to their 501c3. Other AAA's are wanting to help Heritage with marketing and fund raising efforts

- Sheila Stepanek-Leased employee from ASI retired October 5th. Heritage is looking to hire a part-time employee once the VOCA Budget is reviewed with Brad. All but 2 cases were transferred to Case Management. The other 2 were transferred to Drew and Angie.
- Iowa Commission on aging is hold December meeting at Heritage so the Commission will eat at Encore Café.
- Employment specialist position has started interviewing this week
- November 4th is Caregiver Wellness Day. Please see Sjonna to register
- Kellie will be in Des Moines November 8th to review Admin Rules for Direct Service. This is the first time the AAA's have been asked to help with this.
- Jill and Kellie will be presenting November 12th to the Washington County Board of Supervisors
- Office Closed Wednesday November 15th for Staff Training
- Martha Quint is being recognized as a Life Long Learner with Wallace Winkie Life Long Learning Hall of Fame. The event is November 7th at the Czech Museum.

Area Plan Focus Group Updates

- **ADRC/LifeLong Links-** Met Oct 17th. Their current focus is giving feedback on the Heritage Website development. Next Meeting is January 16th.
- **Caregiver-** Met September 5th. The next meeting date has not been identified yet but it will be after the beginning of the year. This is focusing on Caregive partnerships.
- **Nutrition-** Exploring with Tim the replication of Encore and if it is replicable in their area.
- **Elder Rights-** No Update Next Meeting is November 8th
- **HCBS-** Came out with their strategy to have specific transportation conversations in each county. These conversations will be had during the task force meetings at each county. Eugenia is inviting multiple transportation providers in the particular counties in regards to the conversations. Washington County has held their meeting this week.

Committee Reports:

**Advocacy/Government Liaison:
Meeting October 24th at 2:45**

County Task Force Update:

- **Jones County:-** Jones County is having a breakfast bingo October 25 and is working with Pinicon Place
- **Cedar County:** - Ice Cream Social was last month and served 137 people attended.
 - The Food Drive is being held November. Date is TBD.
 - Volunteer Services of Cedar County is celebrating 30 years of providing service. The Celebration is November 2nd at 2:00 at the nursing home in Clarence.
- **Benton County:** - Eugenia will come to Benton County in November at the dining site
- **Linn County:** - no Quorum and is having an issue with a long term meeting location.
- **Johnson County:-** Will not be meeting in November and will be meeting in December and is working on a forum with local legislatures
- **Washington County:** - Transportation meeting was held yesterday

Open Agenda:

- Bob suggested for the task forces share with other task forces on different events they have held and been successful with.

- Evans commended Larry on his speech at the 501c3 event and suggested there be a recognition and bio on each board member and include their pictures. This information can be released to various newspapers.
- Concern was voiced with the status of Heritage's website. Harrison is working to move the website to a new platform.
- Good-Luck to Sofia Mehaffey on her up and coming election.
- The Brownstone will be receiving their new smoothie machine.

Public Comment:

Next Meeting November 21, 2019

Meeting was adjourned at 2:26 pm

Advisory Council
The Heritage Area Agency on Aging
December 19, 2019

Present: Marcia Taylor(phone), Shirley Geadelmann, Ed Dunbar, Larry Kudej, Bob Welsh, Sandy Bell, Jake Hughe, John North, Sofia Mehaffey (2:46) & Barb Young (phone)

Excused: Evans Waller, Leah Donald, Lisa Tallman, Art Staed, & Elizabeth Koehn

Not Present: Nancyee Siebenmann

Staff Present: Eugenia Kendall & Sjonna Brunt

Welcome and Introductions: Larry Kudej called the meeting to order at 2:30 p.m. and roll call was taken.

Acceptance of Agenda: motioned to approve the agenda by Ed and Sandy seconded the motion. The minutes were approved 9-0

Consideration of minutes of October 24, 2019: Shirley motioned to approve the minutes and Ed seconded the motion. The minutes were approved 9-0.

FY2020 1st Quarter Program Outcome Data & Impact/Results

- Eugenia presented the FY2020 1st Quarter Program Outcome Data & Impact/Results
- Various areas were reviewed by the Council such as Congregate Meals, Home Delivered Meals, & Options Counseling.
- The data is able to be broke down by age, age, racial status, gender, rural vs urban, poverty & etc.
- The data help Heritage know what county they will need to do their outreach. In particular Benton, Iowa & Washington County.
- Eugenia shared the Data Outcome numbers that IDA measures Heritage on the Area Plan.

Announcement of the Chair

- Heritage Board met 2 weeks ago and bob Welsh was elected as a Board Advisor.
- Sarah Martinez was recently elected to the Board
- Dave Theilen with Linn County Board of Supervisor is resigning
- The Board will be meeting January 14th for a strategic planning session to review what they will need for an Executive Director.
- Next Heritage Board Meeting is January 9th @ 2:00 p.m.

Staff Report

- Caregiver Wellness Day was a huge hit and had the largest attendance to date. Thank you to those that came and a BIG thank you to Maria, Sjonna and the Planning Committee. It was a great event.
- A number of training sessions were held for Board Members. A thank you to this group for helping with some of the materials.

- There were 2 work session at IDA with Admin Rules Workgroup to review and propose program rule changes. Updates are greatly needed. This is a long term project that Kellie is a part of. It is great that IDA has asked the AAA's to do these work sessions as rules previously have been done in a silo. This is a great step in collaboration between the AAA's and IDA.
- On 12/5, The Iowa Commission on Aging held its meeting at Heritage and then a number stayed on and had lunch at Encore. We are happy that 5 Board members attended as well. It was an opportunity for the commission to see the great work at Encore and to meet Board members. Afterwards, IDA held its quarterly conversation with Jill and Kellie. The focus was on EAPA. IDA is very happy with our data completion and performance results at this point in time.
- Brad Franzwa, Fiscal Director, has returned from software training.
- Paul Swanson began beginning of the month as Older Worker Employment Coord. replacing Kelly Murphy. Paul has great experience and has hit the ground running with a caseload of 80 people.
- Ashley Maiers, FC Options Counselor, has resigned. Ashley's last day is January 3rd. Ashley is getting into real estate. Her position will be replaced. Kellie will work on this right after returning from break.
- We will have modified hours during the college break just as we have had in the past. We are not fully closed. Office will be staffed a few hours each day and staff will check messages at least once per day and return urgent matters with the exception of December 24, December 25th and January 1st .

Area Plan Focus Group Updates

- **ADRC/LifeLong Links-** Next meeting January 16 2-4:00
 - Will be previewing new Heritage Website at next meeting. The Advisory Council was okay with their name being on the website.
 - LifeLong Links database will be resurrect and each AAA's will be involved in updating it.
- **Caregiver-** Next Meeting January 24th 1-2:00
 - Working on a common brochure that put all of Heritage's services into one.
- **Nutrition-** Next meeting January 6th 1-2:00 pm
- **Elder Rights-** Next Meeting January 17th 3-4:30
 - Last meeting they were able to dive deep into the data and how to present it to Legislatures.
- **HCBS-** Next meeting January 24th 10-11:30
 - Heritage has met with 5 of the 7 counties on the Transportation needs in each county.

Committee Reports:

Advocacy/Government Liaison:

- Next Meeting January 23, 2019
- Steve Ovel has been advising OIL on their bills they are trying to get passed through.

County Task Force Update:

- **Jones County:-** No report
- **Cedar County:** - Speakers with Iowa State Outreach and Eugenia with Heritage came to talk about Transportation.
- Harrison will be going to speak with Lending Hands about Heritage's services.
- Fill the cart food drive raised \$1600
- Shirley has written her senators and has heard back from them in regards to certain topic such a Social Security and Health Care

- **Benton County:** - Eugenia came and did a presentation at the Senior Dining Site on Transportation and it was well received.
- **Linn County:** - No Meeting in November
- **Johnson County:**- Met with Legislatures and talked about OIL issues
- **Washington County:** - No Report

Open Agenda:

Public Comment:

Next Meeting January 23, 2020

Meeting was adjourned at 3:51 pm

Advisory Council
The Heritage Area Agency on Aging
January 23, 2019

Present: Ed Dunbar (phone), Shirley Geadelmann (phone), Elizabeth Koehn(phone), Evans Waller (phone), Marcia Taylor (phone), Leah Donald (phone), NancyLee Siebenmann (phone), Barb Young (phone), Sofia Mehaffey, Larry Kudej, Bob Welsh, Sandy Bell, & John North

Excused: Lisa Tallman, & Art Staed,

Not Present: Jake Hughes

Staff Present: Eugenia Kendall, Kellie Elliott-Kappros & Sjonna Brunt

Welcome and Introductions: Larry Kudej called the meeting to order at 1:00 p.m. and roll call was taken.

Acceptance of Agenda: motioned to approve the agenda by Sandy and Sofia seconded the motion. The minutes were approved 13-0

Consideration of minutes of December 19, 2019: Sofia motioned to approve the minutes and Sandy seconded the motion. The minutes were approved 13-0.

ADRC/Lifelong Links Focus Group Goals and Strategies

- Eugenia presented the ADRC/Lifelong Links Focus Group Goals and Strategies. (presentation provided)

Announcement of the Chair

- The Board of Directors had a Strategic Planning Session on Tuesday January 14th led by Joe Sample. The Board is in the process of developing a new Vision and Mission Statement.
- The Board developed two new committees: Finance Committee and Advocacy Committee. The Boards Advocacy Meeting will meet on February 3rd.
- Bev Winkie a Board; member passed away January 16th. The At-Large position she held is open and the Board intends to fill it with someone from Benton County.
- Stacey Walker is filling the Linn County Board of Supervisors position.
- Next month's meeting is being held in Johnson County and will be held in other counties represented by the Board.
- Top priority of the Board is to hire an Executive Director.

Staff Report

- The Holiday meal at Encore was successful over 150 people were served.
- The position to backfill Ashley Maiers' position is posted on Kirkwood's website. The position will involve Caregiver Information and Assistance along with Options Counseling.
- Due to the change in legal status Heritage is only doing an update to the Area Plan. Next year Heritage will be doing a 4-year Area Plan.
- Subcontractors will be doing an RFP update this year. Next year will be a full RFP for the Subcontractors. Due February 7th with the exception of Legal Services where there is a new to do a full RFP since Martha Quint is retiring effective June 30, 2020.

- Heritage will be holding a Retirement party for Martha on May 28th after the Advisory Counsel.
- IDA has announced their key initiatives. (handout provided)
- I4a has released a rough draft (handout provided and is not for public) for their 2020 Policy agenda.

Area Plan Focus Group Updates

- **ADRC/LifeLong Links-** Next meeting April 16 2-3:30
 -
- **Caregiver-** Next Meeting January 24th 1-2:00 and is focused on assessing data on Grandparents who are caring for older children.
- **Nutrition-** Next meeting April 13th 12:30-1:30
 - IDA is planning on coming to provide national data and the group is taking a look at the Encore data.
- **Elder Rights-** Next Meeting January 24th 2-3:30.
 - Finishing up a data tool and talking about targeted outreach for this Spring.
- **HCBS-** Next meeting January 24th 11-12:30 This group has completed 6 of the conversations connected with Task Forces and meal sites. Iowa County is scheduled for March.

Committee Reports:

Advocacy/Government Liaison:

- Meets today

County Task Force Update:

- **Jones County:-** No report
- **Cedar County:** - Theisens in Cedar County gave \$1000.00 to the Food Bank in Cedar County.
- **Benton County:** - No report next meeting in February
- **Linn County:** - Ashley Turner with Heritage talked to the group about Caregiving. The Senior Center was discussed with potentials to partner with Horizons.
- **Johnson County:-**Forum on Transportation was held last week with 5 providers and about 20 participants.
- **Washington County:** - No Report next meeting in February

Open Agenda:

Public Comment:

Next Meeting February 27, 2020

Meeting was adjourned at 2:20 pm

Advisory Council
The Heritage Area Agency on Aging
February 27, 2019

Present: Marcia Taylor (phone), Barb Young (phone), Evans Waller (phone), Leah Donald (phone) Shirley Geadelmann (phone), NancyLee Siebenmann(phone), Ed Dunbar, sandy Bell, Larry Kudej, Bob Welsh, & John North

Excused: Lisa Tallman, Sofia Mehaffey, Elizabeth Koehn, Jake Hughes & Art Staed

Not Present:

Staff Present: Eugenia Kendall, Jill Sindt, Kellie Elliott-Kapparos & Sjonna Brunt

Welcome and Introductions: Larry Kudej called the meeting to order at 1:00 p.m. and roll call was taken.

Acceptance of Agenda: motioned to approve the agenda by Ed and Sandy seconded the motion. The minutes were approved 11-0

Consideration of minutes of January 23, 2020- Sandy motioned to approve the minutes and Ed seconded the motion. The minutes were approved 11-0.

FY21 Area Plan Update

- Kellie presented to the Advisory Council what their role is in approving the recommended narrative of the Area Plan update and the Heritage Board will approve the budget piece of the Area Plan Update.
- Eugenia reviewed with the Advisory Council the Area Plan narrative Service Goals and Accomplishments
 - Suggestions for Goal 1 Accomplishments it may be wise to list the number of multi-disciplinary team meetings.
 - Suggestion for Goal 1 FY2021 Strategies-list a strategy of replacing the Elder Abuse legal representative since Martha will be retiring.
 - Suggestion for Goal 1 bullet 1 in order to reach other individuals is to put brochures or posters in rest stops.
- The Legal Services request from Iowa Legal Aid is a very tentative and dollars are a holder only at this time as the RFP was just received. A full RFP release vs. an update was required due to the upcoming retirement of Martha Quint.
- United Way 211 has changed their service delivery and no longer provides Information and Assistance from a local office it is a centralized center. Due to these changes, our agencies agreed that the contract would end at the end of this fiscal year. No update was submitted.
- All Information and Assistance will be provided directly by Heritage staff. This is the preference of Iowa Department on Aging and was strongly encouraged.
- Area Plan Budget Statements Older Americans Act and Elderly Services Funding for FY21 Allocation to HAAA is \$2,844,043.
- Tentative FY21 Subcontractor Awards is \$1,526,522. Recommendation to subcontractors is flat funding.

- Bob motioned to approve the FY21 Area Plan Update as amended and Ed seconded the motion. The minutes were approved 11-0.

Ending Terms and planning for FY21 Membership

- The Advisory Council discussed the individuals whose term will be ending at the end of this fiscal year. They recognize the importance of having the Task Force Members recruit new members for the Advisory Council and that there may be a need to stagger the terms based on the number of individuals that would be elected for the upcoming fiscal year(s).

Announcement of the Chair

- Executive Director for Heritage is now posted and is being advertised. This role was determined to be a Kirkwood employee due to the simplicity of benefits.
- Review team for the Executive Director will be the Board's Executive Committee
- Dusti Winkie is the filing the empty seat for her mom Bev Winkie

Staff Report

- Brad and Jen Sloan will be going to Des Moines for more training with IDA.
- Care Team staff is adjusting duties due to Ashley Turner being on medical leave. Sheila Stepanek has stepped in to help on a temporary basis for 2 days a week.
- Kellie is prepared to make an offer for the Information Specialist/Options Counseling.
- Quarterly conversation with IDA went well.

Area Plan Focus Group Updates

- **ADRC/LifeLong Links-** Next meeting April 16 2-3:30
 -
- **Caregiver-** Met February 21st
- **Nutrition-** Next meeting April 13th 12:30-1:30
 - IDA is planning on coming to provide national data and the group is taking a look at the Encore data.
- **Elder Rights-** Met February 20th next date TBD
- **HCBS-** next meeting date February 28th

Committee Reports:

Advocacy/Government Liaison:

- The general assembly session is scheduled to end April 21st.
- Many of the bills presented have been altered. There are 2 bills related to Elder Abuse that were submitted.
- The workforce issue is in House File 2017 and is still up in the error on its status.
- The housing issue was unable to gather interest in new home construction but there were a number of people that were interested in home modification such as one bill that would apply up to \$5,000 for approved applicants. Status unknown.
- The nutrition Senate File 2099 to provide \$180,000 to IDA to be divided among the AAA for innovation work on congregate dining sites is still being looked at. Shannon Lundgrin is in support of a voucher program is one way that is being heavily looked at. Status unknown.

County Task Force Update:

- **Jones County:-** no report

- **Cedar County:** - Maria came and talked to a church group on Caregiving and the services that may be available to them.
- **Benton County:** - Will be participating in a health fair in April. Looking for a site to have the Caregiver Education meetings
- **Linn County:** -Bryan Bruner presented on exercises to the task force.
- **Johnson County:**- Met Feb 10th at the Coralville Library. Program from the Visiting Nurses Association. Talked about recruitment for the Advisory Council.
- **Washington County:** - no report

Open Agenda:

Public Comment:

Next Meeting March 26, 2020

Meeting was adjourned at 2:45 pm

**Advisory Council
Heritage Area Agency on Aging
May 28, 2020
Held Via Zoom Conference Call**

Present: Marcia Taylor, Barb Young, Evans Waller, Nancylee Siebenmann, Ed Dunbar, Larry Kudej, Bob Welsh, Representative Art Staed & John North

Excused: Lisa Tallman and Elizabeth Koehn

Not Present: Shirley Gadelmann, Sandy Bell, Jake Hughes, & Sofia Mehaffey

Guest: Shari Slaton

Staff Present: Eugenia Kendall, Kellie Elliott-Kapparos & Sjonna Brunt

Welcome and Introductions: Larry Kudej called the meeting to order at 1:05 p.m. and roll call was taken.

Acceptance of Agenda: motioned to approve the agenda by Evans and Ed seconded the motion. The minutes were approved 9-0

Consideration of minutes of February 27, 2020- Bob motioned to approve the minutes as amended and Art seconded the motion. The minutes were approved 9-0.

FY21 Advisory Council Membership

- New people for Advisory Council are still being finalized. The new members will be submitted to the Board for approval. If approved, terms start July 1st. A full list of the new members will be provided to the Advisory Council at the June meeting.
- Representative Art Staed has agreed to continue on the Advisory Council as the Elected Official.

Announcement of the Chair

- An offer has been extended to an individual for the Executive Director position. The new person is planning on starting July 1st.
- The Annual Board meeting is scheduled for June 11th. This meeting will consider new board members. All of the Board Members that terms are ending, have expressed an interest in renewing. If the Board approves these members, they would be elected for another three years.

Staff Report

- Staff continues to work primarily from home. There are a few exceptions where staff need to come into the office to help with food boxes and other client needs that cannot be filled from their home.
- Working from home is going well. All programs are operational with the only changes being how home visits are being conducted over the phone.
- Heritage is working with the other AAA's and IDA to develop minimum standards for reopening. Some areas of focus are client visits and congregate meals.
- Encore congregate saw 300 new people since switching to frozen meals due to COVID.
- Heritage has provided some consumers with thermometers. This has helped some consumers with high anxiety as it relates to COVID to check their temperature and assess their health.
- Heritage received \$25,000 from the Families First Response Act and an additional amount from the Cares Act. All Families First dollars are being prioritized for nutrition and will be spent by June 30th.
- Kirkwood is starting phase 1 of opening up the campus. They are starting off with the book store, facilities, and the President's Office. Heritage is expected to be in phase 3.
- Prior to COVID, Heritage was working with the Hy-Vee in Washington, Iowa on a voucher program. This program would be a grab and go situation and would be called Encore Express. This is currently on hold for the time being.
- Farmers Market vouchers are available for distribution starting June 1. Heritage will be handing them out at sites and due to COVID it has been approved to mail them. Stay tuned for distribution sites.
- Reminder to send cards to Heritage for Martha Quint's retirement.
- Legal Aid is the new subcontractor for legal services as of July 1st.
- Caregiver Wellness day for FY20 has been cancelled due to COVID concerns. Other options are being planned, such as online classes.

Area Plan Focus Group Updates

- **ADRC/LifeLong Links**- Meeting July 16th
- **Caregiver**- Next meeting August TBD
- **Nutrition**- Next meeting TBD
- **Elder Rights**- Next meeting mid to late June TBD
- **HCBS**- Next meeting July TBD

Committee Reports:

Advocacy/Government Liaison:

- OIL met via Zoom and included Linda Miller. They are working on 3 different advocacy pieces:

- Senate File 2341 passed the senate but did not get out of House Judiciary committee.
- I4a is working to oppose legislation SF2486 against mail-in voting. This would negatively impact older adults and adults with disabilities ability to vote.
- A workforce development database for direct care workers is being reviewed.
- Livable home program-Health * Human Services Committee funds to be used for matching grants.

County Task Force Update:

- **Jones County:**- no report
- **Cedar County:** - Next meeting they will be reviewing who they would like to represent Cedar County on the Advisory Council.
- **Benton County:** - Joyce Bruscheen was nominated to represent Benton County on the Advisory Council.
- **Linn County:** They will be nominating 2 new Advisory Council members. There are 3 vacant seats.
- **Johnson County:**-. They nominated 3 new members to the Advisory Council to represent Johnson County; Eve Casserly, Angela Roemerman and Lindsay Glynn
- **Washington County:** - no report

Open Agenda: Evans Waller thanked Heritage for their great work on keeping the food supply to people who were in need.

Next Meeting June 25, 2020

Meeting was adjourned at 3:15 pm

Advisory Council
Heritage Area Agency on Aging
June 25, 2020
Held Via Zoom Conference Call

Present: Marcia Taylor, Barb Young, Larry Kudej, Bob Welsh, Lisa Tallman, Sofia Mehaffey & John North

Excused: Art Staed

Not Present: Shirley Geadelmann, Sandy Bell, Jake Hughes, Evans Waller, Ed Dunbar, Nancy Lee Siebenmann, & Elizabeth Koehn

Guest: Joyce Brunssen

Staff Present: Eugenia Kendall, Kellie Elliott-Kapparos & Sjonna Brunt

Welcome and Introductions: Larry Kudej called the meeting to order at 1:05 p.m. and roll call was taken.

Acceptance of Agenda: no quorum

Consideration of minutes of May 28, 2020- no quorum

FY21 Advisory Council Membership

- New people for Advisory Council have been finalized and approved by the Heritage Board. New Members Term is July 1, 2020-June 30, 2021. A full list of the new members was sent to the Advisory Council prior to this meeting.
- Representative Art Staed has agreed to continue on the Advisory Council as the Elected Official.
- Thank you Larry Kudej for serving as the Advisory Council Chair.

Announcement of the Chair

- Board elected Sister Susan O'Connor as the FY21 Board Chair and Ro Foege as the FY21 Board Vice Chair. Steve Ovel resumes as Board Treasurer and Scott Olson as Board Secretary.
- New Director, Barb Werning starts July 1.

Staff Report

- Barb Werning was listed in the Corridor Career Business section for her new role as Executive Director with Heritage Area Agency on Aging.
- Kirkwood started a return to campus plan Phase 2 in early July with the opening of the Bookstore. At this time Heritage is in phase 3 for returning to work. Tentative return is August 3.

- I4a is working with all of the area agencies on aging to create best practices for all programs health and safety. The minimum standards for congregate meal sites and home visits are being developed.
- All congregate meals sites in Heritages region have decided to remain closed at this time.
- Milestones Marion, Milestones Cedar Rapids, and Pathways have decided to do open their adult day centers. This is a slow process and only those with highest needs will attending to begin with.
- Fiscal is busy with year-end reporting and audits.

Area Plan Focus Group Updates

- **ADRC/LifeLong Links-** Meeting July 16th
- **Caregiver-** Next meeting August TBD
- **Nutrition-** Next meeting TBD
- **Elder Rights-** Met on June 18th and focused on what Heritage is doing to reach out to individuals in need.
- **HCBS-** Next meeting July TBD

Committee Reports:

Advocacy/Government Liaison:

- OIL has no formal meeting scheduled at this time. They are working on a meeting in the House of Chambers with a virtual event.
 - Senate File 2341 passed the senate but did not get out of House Judiciary committee.

County Task Force Update:

- **Jones County:-** Task Force talked about Farmer Market voucher distribution.
- **Cedar County:** - No report
- **Benton County:** - No quorum. Talked about Farmers Market voucher distribution..
- **Linn County:** No quorum. Talked about Farmers Market vouchers distribution
- **Johnson County:-** Officers
- **Washington County:** - no report

Open Agenda: Heritage will be meeting August 13 with IDA to discuss the upcoming Area Plan

Next Meeting July 23, 2020

Meeting was adjourned at 3:15 pm