

Regular Meeting of the Heritage Board of Directors Thursday, September 11, 2025 – 2:00 p.m.

Via Conference Call and Heritage Area Agency on Aging Location

MINUTES

Call to Order

Present: Keith Stamp, Bruce Barnhart, Peggy Doerge, Jessica Fairbanks, Karri Fisher, Karen Huber, Chris Montross, Sister Susan O'Connor, Scott Olson, David Thielen, Sarah Wagner, Dusti Winkie, Jon Zirkelbach and Larry Kudej.

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

Amended Agenda

- · VII. Action Items and Assignments; a. Approval of Proposed Advisory Council By-Law Revisions
 - Board members were notified by Barb Werning, Executive Director, that this matter is still pending Advisory Council's review. Upon discussion, it is recommended that the agenda be amended and this item moved to the October meeting.

Approval of Amended Agenda

With no further questions, Directors O'Connor and Olson moved and seconded to approve today's amended agenda. Motion carried, 13-0.

Approval of Minutes of Board of Directors Meeting Held Thursday, August 14, 2025

Upon prior review and with no questions, Directors Montross and Huber moved and seconded to approve the Thursday, August 14, 2025, meeting minutes. Motion carried, 13-0.

REGULAR AGENDA

Finance Report

- Federal and ADS Disbursement Updates
 - All Federal and State disbursements are current and September receipts included one-twelfth of Federal funds, Q4 MAC funds of \$25K, Q4 MIPPA funds of \$9K as well as a Q3 VOCA reimbursement of \$36K.

ADS Fiscal Monitoring

- Thursday, August 28 and Friday, August 29, three ADS staff were on-site to conduct fiscal monitoring.
- Systems and processes were examined with an exit conference held at the end to review initial comments:
 - Sub provider contractor language needs updates.
 - Reporting changes to involve use of budgeting module in MIP accounting system.
- Final comments to come in October and will be shared with the Board.
- VOCA Program and Elder Rights Specialist Position

- VOCA has been flat funded for FFY26 and we are in the process of submitting a budget by the end of September.
- Various staff have taken over consumers and contacts until the open ERS position is filled. Since these staff have a higher pay rate, this activity will have budget impact reflecting higher salary costs during the interim.
- Heritage will use unrestricted funding to fill any budget overage.

SFY 2025 End of Year Closeout

- Review of SFY2025 budget anticipated vs. actual revenue, expenses and carryover balances took place at Monday's Finance committee meeting.
- Some of the highlights include:
 - Revenues were higher due to more carryover in Federal Title III funds and grants already awarded along with receiving more MAC and MIPPA funds than anticipated.
 - Expenses were slightly less, mostly due to unused provider funding.
 - Having budgeted \$100K of unrestricted ARPA Transition account funds toward funding two staff positions hired with ARPA funds; due to higher revenues and lower expenses no funds from this account were utilized in FY25, however they will be needed for FY26 as was reflected in the Board approved budget.
 - Heritage is in a strong position financially going into SFY26 with the balances in the ARPA Transition account, Money Market account and foundation/endowment funds.

Approval of Finance Report

Upon further discussion, then no other questions, Directors Olson and Doerge moved and seconded to approve the Finance report as presented. Motion carried, 13-0.

Fundraising Committee Report

2025 Caregiver Wellness Day Event (CWD)

- A count of consumers, by county, who have registered since September 2, 2025, was provided, along
 with those requesting respite care and a vaccination. Registration for this free event is open through
 October 31, 2025, or until capacity is reached. Caregivers can register by completing an on-line form
- Karen, Barb, and Harrison visited the 2025 CWD site. The hosts were very accommodating and excited to hold this event.
- Space layout is perfect and large windows allow a lot of light to fill the Atrium area. Coffee machines are available and can be used for minimizing expenses. Tea and water will also be served.
- Iowa City Hy-Vee is unable to cater lunch as well as provide a vaccination clinic. Panera Bread has been contacted and can provide a box lunch (pricing is still being obtained). For the clinic, University of Iowa Healthcare and the Johnson County Public Health department will be called to see if they have availability to bring vaccines and administer shots.
- Soon, periodic e-mail communication will take place with CWD Sponsors/vendors informing them of table assignments and other requirements. They will need to provide their own table covers.
- Brochures and flyers have been distributed and extras are available for Board members to share. They are also encouraged to promote and participate in the event.

Operations/Executive Director Report

Staffing

 As previously communicated with the Board, Heritage now has an opening for a VOCA grant-funded, Elder Rights Specialist. Staff will be covering duties throughout the process of posting, interviewing, and filling the position.

Program Update

- The lowa Return to Community (IRTC) activity is on pause pending a signed contract with Mercy Hospital. Some of this delay is due to staff changes, however, funds must be used by the end of the fiscal year and it may be necessary to consider another healthcare system. Heritage will also start an IRTC program with Cedar County public health.
- Heritage is looking for an Encore Café site in Iowa City. Currently, an Encore Express program is in place, however, additional services are needed. Qualifications for the site are it must be able to accommodate at least fifty people once a week to start, be accessible by bus route, have a place for hot wells and/or a salad bar. A donated space would be ideal. Any thoughts or suggestions are greatly appreciated.
- Heritage management team spent a full day reviewing and commenting on the new State of Iowa,
 Department of Aging and Disability, policies and procedures. The final version will be released next
 week. Heritage will then have until July 1, 2026, to come into full compliance with our own policies and
 procedures.
- A universal "scoring" assessment tool is being designed to assist with prioritization and creating wait lists, if necessary.
- Next year's Area Plan is underway and ADS will come late September to discuss progress toward our current plan, then return late October to discuss Heritage's Area Plan Update, due April 2026.

Other Updates Including DHHS Integration and Federal Changes

- Legislature may consider additional changes to the aging network, however, there has been no announcement yet. Board members will be updated as information becomes available.

Open Agenda

Board Advisory Member, Larry Kudej

- Suggested contacting Dostal Catering for availability and pricing to provide lunch at the Caregiver Wellness Day event. He had previously used them for a meeting in the North Liberty area and was pleased.
- Older Iowans Legislature (OIL) will hold their annual meeting on Monday, September 29, 2025, from 8:00 a.m. to 3:00 p.m. Attendance can be in person at the Iowa State Capitol or via zoom. Priority issues are in the process of being developed but there will be at least 4 or 5 to bring to the Iowa General Assembly. He has reached out to i4A for their input.

· Executive Director, Barb Werning

- Barb will be attending the annual i4A meeting in Des Moines on Thursday, September 25 and Friday, September 26, where they will be focusing on planning for the coming year as well as legislative priorities.
- A personal note from Kellie Elliott-Kapparos was shared, thanking the Board for Heritage's employee benefit package and how it has impacted her family in a positive way.

Public Comment

No comments were brought to the Board's attention.

Motion to Adjourn

Directors O'Connor and Huber moved and seconded a motion to adjourn. Motion carried, 13-0.

No further business, the meeting was adjourned at 2:50 p.m.

Respectfully submitted by:

Denise Babcock

Denise Babcock, Assistant Secretary

Approval by Board:

Keith Stamp, Chair