



Area Agency on Aging

Regular Meeting of the Heritage Board of Directors

Thursday, March 19, 2026 – 2:00 p.m.

Via Conference Call and Heritage Area Agency on Aging Location

MINUTES

Call to Order

Present: Keith Stamp, Bruce Barnhart, Chris Montross, David Thielen, Dusti Winkie, Grace Schmidt, Jon Zirkelbach, Mandi Remington, Sister Susan O'Connor, Peggy Doerge, and Larry Kudej.

Also Present: Jennifer Knudtson, Kellie Elliott-Kapparos, Jill Sindt, Harrison March, and Denise Babcock-Assistant Secretary.

Approval of Agenda

Today's meeting agenda was e-mailed to Board members for review. With no questions or amendments, Directors Zirkelbach and O'Connor moved and seconded to approve the agenda, as presented. Motion carried, 10-0.

Approval of Minutes of the Board of Directors Meeting Held Thursday, February 12, 2026

Upon prior review, Directors Doege and Schmidt moved and seconded to approve the Thursday, February 12, 2026, meeting minutes previously distributed by e-mail. Motion carried, 10-0.

REGULAR AGENDA

Action Items and Assignments

Note: Both the Area Plan and the SFY27 Budget were e-mailed to Board Members prior to today's meeting.

• **Area Plan Review - Jill Sindt and Harrison March, Presenting**

- The Older Americans Act and Iowa Code require AAAs to submit Area Plans for approval, following a format prescribed by the State Agency. The individual plans are sent to the Iowa Dept. of Health and Human Services, Aging and Disability Services Division.
- Plans are then compiled into one State Plan which is submitted to the Administration for Community Living (ACL, Federal Government).
- FY26-29 Heritage Area Plan first-year updates, along with a timeline, were presented today and contained the following objectives: reviewing progress goals to date; sharing planned activities for the next fiscal year and asking for Board approval for the update.
- The four goals reviewed in providing services to our older adults and people with disabilities were: maximizing independence, improving health and wellness, improving safety and quality of life and staying engaged and supported. Details related to what has been done so far by the agency along with what will be done next were presented.
- Jill, Kellie and Jennifer answered Board members' questions.

Approval of Area Plan Update

Upon further review, discussion and no other questions, Directors Barnhart and Zirkelbach moved and seconded a motion to approve the FY27 Heritage AAA Area Plan Update as presented. With no objections, motion carried, 10-0.

SFY27 Budget Review – Jennifer Knudtson, Fiscal Director

Compiled by the Heritage Management Team, the Finance Committee has reviewed, approved, and is recommending to the Board of Directors the SFY27 Budget.

SFY27 Budget Overall

- The FY27 (July 1, 2026-June 30, 2027) budget is included with the Area Plan being submitted by April 3, 2026, to the Iowa Department of HHS. The budget presented is subject to change due to potential funding and expense changes throughout the year. It is anticipated that programmatic modifications will take place including instituting a wait list for some services.
- Ongoing changes at the federal level continue to bring uncertainty. Planning and projecting FY27 income and expenditures was completed using current knowledge and information from ADS as well as other vendors.
- The budget presentation included a review of proposed funding awards for non-nutrition and nutrition providers by provider and service. The proposed provider funding awards are based on projected available funding by funding source (keeping requirements and restrictions in mind), Heritage program and community needs as well as Area Plan focus areas and goals.
- If contracts/grants awarded do not meet or exceed the need, a strategic plan will be implemented using other available funds, such as Foundation and/or Money Market funds. This action would require input and approval from the Finance Committee as well as the Board of Directors.
- Revenues, Expenditures and Operational Reserve amounts were examined, along with FY26 and FY27 Budget comparisons.

Formal Notice to Board Members Regarding Abstention from Voting

Board members were advised before proceeding with voting on SFY27 Budget items, if anyone had a possible conflict of interest, they should abstain from voting. All members indicated that they understood the instructions with no one choosing to abstain.

Larry Kudej noted that he is an advisor, thus he should not be counted in the vote.

Approval of SFY27 Budget For Non-Nutrition Services

Upon review, discussion and no other questions, Directors Schmidt and Montross moved and seconded a motion to approve the SFY27 Budget for Non-Nutrition Services as presented. With no objections or abstentions, motion carried, 10-0.

Approval of SFY27 Budget For Nutrition Services

Upon review, discussion and no other questions, Directors Doerge and Barnhart moved and seconded a motion to approve the SFY27 Budget for Nutrition Services as presented. With no objections or abstentions, motion carried, 10-0.

Approval of SFY27 Budget Overall

Upon review, discussion and no other questions, Directors Zirkelbach and O'Connor moved and seconded a motion to approve the SFY27 Overall Budget as presented. With no objections or abstentions, motion carried, 10-0.

Finance Report

- **Federal Funding Update**

- Aging and Disability Services (ADS) has not received a federal Notice of Award but expects to in early April. Once received, ADS will issue the Notice of Grant awards to the AAAs.
- ADS has issued a March federal disbursement of \$151,000 based on anticipated federal funding levels.

- **VOCA**

- Heritage has a current VOCA (Victims of Crime Act) grant agreement through September 30, 2026, to assist adults age 60 and older in the seven-county region who have experienced crime, including physical abuse, financial exploitation, and other forms of victimization.
- Notification has been received that effective October 1, 2026, there will no longer be a VOCA project funding category. However, Heritage will be able to apply for funds under the Victim Services competitive grant cycle process.
- All the Iowa AAA's have Elder Rights programs but only Heritage has VOCA funding. One and ½ staff positions are currently funded through the VOCA grant along with various services to eligible consumers.
- A letter of intent to apply is due April 2, with the grant application due May 1 and the award decision taking place early fall, 2026.
- Strategies to address the VOCA funding reduction and identify potential funding streams are being determined.

- **Grant Award**

- A grant award of \$2,500 was received from New Leader Manufacturing in Cedar Rapids to be used for Emergency Response (life alert) devices for individuals in Case Management.

- **Fiscal Report**

- Statement of Cash Flows and Balance Sheet as of March 16, 2026, as well as the Combined Statement of Revenues and Expenditures from July 1, 2025, through June 30, 2026, were included in the meeting packet for Board review and further discussion.

Approval of Finance Report

With no other questions, Directors Zirkelbach and O'Connor moved and seconded to approve the Finance report. Motion carried, 10-0.

Operations/Executive Director's Report – Jill Sindt, Kellie Elliott-Kapparos and Jennifer Knudtson

- **Program Updates**

- **Nutrition/Congregate Dining - Jill**

- The new monthly St. Paul's United Methodist Church congregare dining site, which opened Wednesday, March 4, experienced strong attendance and reached full capacity. The next scheduled meal will take place in April.
- Heritage is still in the planning stage of a Johnson County area congregare dining site.
- A staffing update was provided to the Board regarding a nutrition team member.

- **IRTC and HIPAA – Kellie**

- An agreement with UnityPoint Hospital for IRTC services has been signed. Referrals to the program will be accepted starting May 1, 2026. The program has been in effect with Cedar County Public Health for some time and is still underway. Staff member, Kimi Hambright, has been serving these consumers' needs and will continue doing so.

- A HIPAA compliance violation with a staff person was disclosed, investigated, and has now been successfully resolved and reviewed by legal. No further action is needed.
- **HHS Redesign Bill - Jennifer**
 - The I4a Legislative liaison drafted an amendment including language addressing the AAA concerns about the possible HHS system redesign and movement to new district maps. Some of the critical items addressed in the amendment include:
 - Map reviews take place every 10 years instead of 7.
 - No application for redesignation can take place prior to January 1, 2027.
 - Department and AAAs must provide a report on fiscal and service impact.
 - Identify and recommend reasonable alternatives to redesignation.
 - Heritage is tracking this and the other AAA Executive Directors continue to keep us informed as the bill/amendment continues to make its way through the legislative process.

Open Agenda

- **Corridor Conference on Aging - Harrison March, Community Engagement Coordinator**
 - Heritage is partnering with Kirkwood Community College (KCC) for the first time in presenting a free, full-day event for adults 60+ on Wednesday, May 20, 2026, from 8:00 a.m. to 4:30 p.m., at the KCC Linn County Regional Center, 1770 Boyson Road, Hiawatha, IA. Registration is now open. Board members are encouraged to attend.

Public Comment

- No comments were brought to the Board's attention.

Motion to Adjourn

- No further business, Directors Doerge and O'Connor moved and seconded a motion to adjourn. With no opposition, the meeting ended at 3:30 p.m.

Next Meeting

Thursday, April 9, 2026, from 2:00 to 3:30 p.m., in-person or via zoom conference call at the Heritage East building conference room, 6301 Kirkwood Boulevard SW, Cedar Rapids.

Respectfully submitted by:

Denise Babcock

Denise Babcock, Assistant Secretary

Approval by Board:

Keith Stamp
 Keith Stamp, Chair