



## Area Agency on Aging

### Regular Meeting of the Heritage Board of Directors

Thursday, April 9, 2026 – 2:00 p.m.

Via Conference Call and Heritage Area Agency on Aging Location

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#### MINUTES

##### Call to Order

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

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

##### Approval of Agenda

Today's meeting agenda was e-mailed to Board members. With no questions or amendments, Directors Doerge and Olson motioned and seconded to approve the agenda. Motion carried, 11-0.

##### Mission Moment – Jill Sindt, Community Advancement Director

###### • **Update Regarding St. Paul's UMC New Encore Dining Site**

Both the new Cedar Rapids St. Paul's UMC Encore Café once-a-month dining site as well as the transition from two service days per week to one at the Marion Lowe Park Encore Café dining location, have proceeded smoothly.

Since opening St. Paul's, fifty-eight individuals participated in March and thirty-eight individuals, plus volunteers, in April. Grants are being sought to fund additional meal-service days at the site. There is a registration cap, so consumers are encouraged to sign up early.

An added benefit has also taken place. Now St. Paul's participants have started attending the weekly Cedar Rapids St. Mark's UMC Encore Café.

Tim Getty, Regional Nutrition Program Coordinator, worked with HACAP to establish a monthly food distribution at the site several years ago and this will continue. In the past, over sixty families typically received food each month.

##### Approval of Minutes of the Board of Directors Meeting Held Thursday, March 19, 2026

Directors Barnhart and Olson moved and seconded to approve the Thursday, March 19, 2026, 2:00-3:30 p.m., meeting minutes previously distributed by e-mail. Motion carried, 11-0.

#### REGULAR AGENDA

##### Action Items and Assignments – Jennifer Knudtson, Fiscal Director

###### • **Fiscal Policy Changes and Additions**

- Board members received an e-mailed matrix of the proposed fiscal policy changes to review prior to the February 2026 meeting. However, due to the lack of quorum, the matter has been placed on today's agenda.

- Further discussion took place regarding the three revised policies and the ten new ones that were added to align with recent HHS ADS fiscal policies and procedures.

### **Approval of Fiscal Policy Changes and Additions**

Directors Olson and O'Connor motioned and seconded to approve the fiscal policy changes and additions as presented. Motion carried, 11-0.

### **Finance Report**

#### **• Federal Funding Update**

- ADS received a Notice of Award (NOA) for Federal funding for the remainder of federal fiscal year 2026 and issued Notice of Grant Awards (NGAs) to the AAAs on April 6.
- Funding awarded to Heritage via the NGA is \$6k higher than the ADS provided allocations used to submit the revised budget to ADS in February.
- HHS Aging and Disability Services (ADS) dispersed \$278k in Q4 State funds to Heritage on April 2 and Heritage will receive \$151k in April Federal funds later this week.

#### **• General Fiscal Updates**

- A note to the Balance Sheet that there is \$1,900 in the Congregate Meals Account, not a negative balance as shown.
- Statement of Cash Flows and Balance Sheet as of April 6, 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.
- Upcoming report deadlines: Quarterly MAC report due April 17; Quarterly report to ADS due April 22; VOCA due at the end of April.
- A meeting is scheduled with Heritage's benefits broker later in April to discuss next year's benefits and open enrollment timing.

### **Approval of Finance Report**

With no other questions, Directors Doerge and Huber motioned and seconded to approve the Finance report. Motion carried, 11-0.

### **Fundraising Report – Karen Huber, Committee Chairperson and Heritage Board Secretary**

- A brief review of the 2025 successful CWD event held in Johnson County took place. Linn County will be the location for the November 2026 event.
- Committee members are contacting potential host sites and speakers. Some of the potential education topics discussed during the March 16 meeting included: legal-adjacent (elder rights, Medicaid, etc.); previous speakers (i.e., Merce Bern-Klug, Kathy Good); scams (Cedar Rapids Police Department); Veteran Services or benefits (Linn County VA Caregiver Support); Parkinson's disease education (CR Parkinson's Foundation); Dementia Champion; Heritage topic (TBD) and a possible panel discussion.
- As soon as the host site can be determined, event date and hours will be established and speakers/topics scheduled.
- A vaccination clinic for participants is also included in this year's planning effort.

### **Operations/Executive Director's Report – Jill Sindt and Jennifer Knudtson**

#### **• FY27 Area Plan and Contractors – Jill Sindt**

- The Area Plan presented to and approved by the Board on Thursday, March 19, was submitted to the Department of Health and Human Services, Friday, April 3, 2026. They are to review and provide feedback by Friday, April 24. Heritage will submit any revisions by Friday, May 15. The document will

then go to the HHS Director to be compiled with other AAAs submittals and presented as the Iowa HHS FY27 Area Plan to the federal government.

- Kellie Elliott-Kapparos, Integrated Services Director, will be contacting RFP applicants to set up meetings to notify them of denial/approval and associated awards for FY27 Heritage contracts.

#### **Update on HHS Redesign Bill – Jennifer Knudtson**

- Little movement has occurred since the amendment to the redesign bill was introduced. Heritage and the other AAAs continue to watch the bill as it moves through both the House and Senate and will update the Board accordingly.

#### **Open Agenda**

- **Board Members Reminded to Complete Their Required FY2026 Training - Barb Werning**

As previously discussed,

- Training requirements for Heritage AAA Board members have changed this year. The training now must be from an approved provider and must generate a certificate to submit to Heritage for records by July 31, 2026.
- Aging and Disability Services (ADS) has identified a training site whose coursework meets the requirements. It is easily accessible, and free. Contact Barb for the vendor website link and any questions.
- Remember to send copies of your completed training certificates to Denise.

#### **Public Comment**

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

#### **Motion to Adjourn**

- With no further business, Directors Huber and Doerge moved and seconded a motion to adjourn. With no opposition, the meeting ended at 2:35 p.m.

#### **Next Meeting**

Thursday, May 14, 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