



Heritage

Area Agency on Aging

Regular Meeting of the Heritage Board of Directors

Thursday, July 10, 2025 – 2:05 p.m.

Via Conference Call and Heritage Area Agency on Aging Location

MINUTES

Call to Order

Present: Keith Stamp, Chris Montross, Sister Susan O'Connor, Scott Olson, David Thielen, Sarah Wagner, Dusti Winkie and Jon Zirkelbach.

Also Present: Jennifer Knudtson and Denise Babcock-Assistant Secretary.

Mission Moment – Jennifer Knudtson for Kellie Elliott-Kapparos, Integrated Services Director

- **Facebook Posting/Comments Help Connect Consumer with Heritage for Elderly Adult Services**

Recently, a Consumer caring for her elderly parent was experiencing many challenges and posted a call for help on her Facebook page. Several individuals saw the post and recommended contacting Heritage for possible assistance. Information Specialist/Options Counselor, Madalyn Schiffer, got the call and was able to provide needed support. The Consumer returned to Facebook and posted that Heritage employees were “really nice people” and that it was the “most fulfilling conversation she had today.”

Upon further Board discussion, follow-up was requested with the Consumer and her parent to ensure a successful outcome had taken place.

Approve or Amend Agenda

With prior review and no questions, Directors Olson and Zirkelbach moved and seconded to approve today's agenda. Motion carried, 8-0.

Approval of Minutes of Board of Directors Meeting Held Thursday, June 12, 2025

Upon prior review and with no questions, Directors O'Connor and Wagner moved and seconded to approve the Thursday, June 12, 2025, meeting minutes. Motion carried, 8-0.

REGULAR AGENDA

Finance Report

Heritage's FY26 began Tuesday, July 1, 2025 and is off to a busy start. The Balance Sheet, Statement of Cash Flows and Combined Statement of Revenues and Expenditures reports as of July 7, 2025, were provided for Board review via email prior to today's meeting.

Funding Update

- Funding disbursements are expected from ADS in mid-July for one-quarter of SFY26 State funding and one-twelfth of anticipated Federal funding.
- In mid-June ADS sent the fiscal monitoring package to all AAA's. It contained a list of documents each AAA needs to provide to ADS two weeks prior to the on-site monitoring visit. It also included a couple of monitoring tools outlining the requirements that will be reviewed at the on-site monitoring. The ADS

audit team will be on-site at Heritage, August 28 and 29. Changes to policy and procedures are expected. Formal results from the fiscal monitoring are to be issued by ADS in October.

- With the end of FY25, there are many fiscal reports due. Upcoming deadlines include:
 - City of CR ARPA final grant report due 7/15 – all funds expended.
 - SFY25 Q4 Report to ADS due 7/22.
 - VOCA Q3 grant report due 7/31.
 - SFY25 Final Report to ADS due 8/15.
 - Prepare for ADS fiscal monitoring visit.

Approval of the Finance Report

Upon discussion of reports and information presented, there were no other questions. Directors Olson and Montross moved and seconded to approve the finance report. Motion carried, 8-0.

Fundraising Committee Report - Dusti Winkie for Karen Huber

- 2025 Caregivers Wellness Day (CWD) will be held Thursday, November 6, 8:00 a.m. to 2:00 p.m., at the St. Andrews Presbyterian Church in Iowa City (Johnson County). Heritage Board and CWD Committee member, Dusti Winkie, gave an update regarding event activities that are taking place. With the venue now secured, it appears it will provide many benefits including being large, new, less costly and better suited for Consumer/Vendor traffic flow.
- The Committee completed a review of the Sponsor/Vendor contact list, and informational packets including agreement forms have been mailed to those contacts inviting their participation. A tentative agenda, list of speakers and relevant topics have been compiled on which Committee members are currently taking action.
- In response to Board member's questions, a Spring 2026 CWD event is being planned in a different county, too. The event will provide similar offerings and could potentially include expanded topics. It was also suggested areas such as Elder Abuse and Medicaid also be of focus. Dusti will take those suggestions back for Committee consideration.
- The Fundraising Committee's next meeting is Monday, July 21 at 2:00 p.m.

Operations/Executive Director Report – Jennifer Knudtson for Barb Werning

Thank you for your patience with our facility issues; most staff worked from home yesterday, Wednesday, July 9, while major plumbing repairs were being made.

- Prior to today's meeting, the Operations/Executive Director report was e-mailed for review to all Heritage Board of Directors.
- Keith Stamp, Chair, invited questions, but none were raised. The report was accepted as previously presented.

Action Items and Assignments

- No action items and assignments exist at this time.

Open Agenda

- Keith reminded the Board that at the August meeting, a vote will be taken to approve Board membership, and please plan on attending. All Officers currently in place have agreed to be nominated to serve another term – Keith Stamp, Chair; Sister Susan O'Connor, Vice Chair; Karen Huber, Secretary and Scott Olson, Treasurer. Since positions remain open until the actual day of voting, anyone else who may be interested in being a Board Officer or has questions, contact Barb.

Public Comment

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

Next Meeting

The Heritage Board of Directors' next meeting is scheduled for Thursday, August 14, 2025, from 2:00-3:30 p.m. to take place via zoom conference call or on-site at the Heritage AAA East Building Conference room, 6301 Kirkwood Blvd. SW, Cedar Rapids, IA.

Motion to Adjourn

Directors O'Connor and Wagner moved and seconded a motion to adjourn. Motion carried, 8-0.

No further business, the meeting was adjourned at 2:25 p.m.

Respectfully submitted by:

Denise Babcock

Denise Babcock, Assistant Secretary

Approval by Board:

Keith Stamp

Keith Stamp, Chair



Heritage

Area Agency on Aging

Regular Meeting of the Heritage Board of Directors

Thursday, August 14, 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, Karri Fisher, Karen Huber, Chris Montross, Sister Susan O'Connor, Scott Olson, Mandi Remington, Sarah Wagner, Dusti Winkie and Jon Zirkelbach.

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

Mission Moment – Barb Werning, Executive Director

- **Celebrating Exceptional Community and Volunteer Involvement - Heritage Congregate Meal Sites**

Barb shared the following items regarding celebrations taking place.

- In Durant, Iowa (Cedar County), Fay Wulf, a wonderful volunteer of 25 years who has coordinated the senior dining program, is being celebrated. KCRG is honoring her with a "spotlight" article and Harrison March, Community Engagement Coordinator representing Heritage, thanked her with a celebratory cake at the dining site today.
- In Washington, Iowa (Washington County), marking its third year of serving meals to area senior adults, the Congregate dining site Volunteers and Consumers who meet at Immanuel Lutheran Church on the 2nd and 4th Thursday of every month, will be enjoying a "circus themed" event. Julie Roman, Heritage Nutrition Program Coordinator and Kelly Smith, Church Secretary, have partnered to make the celebration a memorable one. Twice a month, approximately 100 Consumers participate in the meals which are served from 11:30 a.m.-12:30 p.m.

Amended Agenda

- **Mission Moment**
- **Approval of Board Advisory Council Member–Larry Kudej**
- **Approval of Heritage AAA By-Law Revisions-2/3 of Board Members Must Be Present to Vote**
 - Upon Member's review of today's Board Meeting agenda, it was determined it be amended based on the additions shown above.

Approval of Amended Agenda

With no further questions, Directors Barnhart and Olson moved and seconded to approve today's amended agenda. Motion carried, 12-0.

Approval of Minutes of Board of Directors Meeting Held Thursday, July 10, 2025

Upon prior review and with no questions, Directors Huber and Olson moved and seconded to approve the Thursday, July 10, 2025 meeting minutes. Motion carried, 12-0.

REGULAR AGENDA

Finance Report

- **ADS Notice of Grant Award (NGA) and Disbursement Updates**

- All AAA's received the first Notice of Grant Award (NGA) from Aging and Disability Services (ADS) on June 27, 2025. This funding reflected Quarter 4 Federal funds (July 1 through September 30, 2025) along with State funds for the full year (July 1, 2025-June 30, 2026). NGA reflected the LifeLong Links (LLL) funding increase of ~\$7,000.
- Funding disbursement for one-quarter of State funds and one-twelfth of anticipated Federal funds was received, mid-July.
- On August 7, 2025, another funding disbursement for one-twelfth of Federal funds was received.
- **ADS Fiscal Monitoring**
 - ADS Fiscal monitoring hasn't been completed in the past seven years; new ADS staff are now involved and performing the activity.
 - The monitoring format has changed. It is anticipated that new and/or updates to policies and procedures will need to take place.
 - Thursday, August 28 and Friday, August 29, three ADS staff will be on-site to conduct the fiscal monitoring.
 - o Documents requested in advance of the visit have been submitted.
 - o Heritage fiscal staff are reviewing both monitoring tools provided to be thoroughly prepared for the visit.
 - o Hope to have any needed policy and procedure updates ready to present to the finance committee on September 8, 2025.
- **Fiscal Dashboard Review – As of 08/11/25**
 - Bank Balances
 - o Operational Funds – Includes checking account and money market account. Balance at the end of Quarter 4/fiscal year ~\$848K (\$586K in checking and \$262K in money market).
 - o ARPA Transitional Account - End of Quarter 4/fiscal year balance of ~\$281K. No funds were used from this account in SFY25 to support the 2 ARPA funding positions (instead, able to utilize State, Federal and grant funds).
 - o Encore Account – Donations from Encore Café sites. All but \$1,000 transferred to checking at the end of each quarter, coinciding with quarterly reports to HHS. These dollars go directly to support the Encore Café program. For Quarter 4, ~\$12K was transferred.
 - Sub Provider Spenddown
 - o Nutrition providers spent 98% of budgeted funds; non nutrition spent 96% of their funds.
 - Endowment Funds
 - o Disbursement of ~\$40K taken February 2025 to build up ARPA transition account. Even with disbursements taken during the last two years, this is the highest balance during the past several years: ~\$954K.
 - Encore Cafes:
 - o Heritage finished the fiscal year providing almost 12K congregate meals, not including what sub providers served. The overall donation at the Cafes averaged \$3.88 per meal, down slightly from \$4.02 in SFY24.
- **SFY 2025 End of Year Reporting**
 - Heritage has submitted the FY2025 final report due to ADS for the last fiscal year.
- **Fiscal Other**
 - VOCA funding is flat funded for next year.

Approval of the Finance Report

Upon discussion and no further questions, Directors Olson and Doerge moved and seconded to approve the finance report. Motion carried, 12-0.

Fundraising Committee Report

• 2025 Caregiver Wellness Day Event (CWD)

- Thursday, November 6, from 8 a.m. to 2:00 p.m., the 2025 Caregiver Wellness Day event will be held at the St. Andrews Presbyterian Church, 140 Gathering Place Lane, Iowa City, IA. The Fundraising committee, upon review of the building layout and traffic "flow," has approved the areas of the sanctuary, atrium and gym for sponsor/vendor table locations.
- The event's "Champion Sponsor" positions are filled: 1.) Home Instead; 2.) The Chris & Suzy DeWolf Family Innovation Center for Aging and Mental Health of Mercy; 3.) the Meth-Wick Community and 4.) Iowa University's College of Nursing-The Barbara and Richard Csomay Center for Gerontological Excellence.
- Only two of the estimated twenty "Advocate Sponsor" vendor tables are left and the deadline to submit registrations and payments is fast approaching. Phone calls are being made to follow up on those sponsors who initially voiced interest, but not submitted their forms yet.
- The event agenda, speakers, and lunch menu items have all been determined. There will be no massage activity this year, but a vaccination clinic will take place for those interested and bring required identification with insurance cards. Free respite services will be provided for Caregivers, too.
- Upon their arrival from the printer, Harrison will distribute CWD brochures to Caregivers, sponsor/vendors, Heritage Board members as well as various community outreach partners. There will be media, print and on-line advertisements of the event, including being posted on Heritage's Facebook and website locations.
- Registration for this free event begins Tuesday, September 2 and is open through October 31, 2025, or until capacity is reached. Caregivers can register by completing an on-line form Heritageaaa.org or call the Heritage office directly at (319) 398-5559.
- The next meeting of the Fundraising Committee will be Monday, September 15, 2025, at 2:00 p.m.

Operations/Executive Director Report

• Staffing

- There have been no changes to the Heritage staff roster. An annual staff retreat is being planned for late October.

• Program Update

- Heritage expects to renew the IRTC contract with Mercy Medical Center this month to continue services. Hopefully, IRTC services will also be provided in collaboration with Cedar County public health later this fall, in addition to the existing program serving Linn County consumers.
- Senior Farmer's Market Voucher update. Initially, only a limited number of SFMNP vouchers were sent. However, since then, two additional allocations have been received. Vouchers have been distributed to all eligible individuals who applied, and there are a few vouchers remaining. This USDA-sponsored program is very popular, though it does require a significant amount of time and coordination to administer.
- As Heritage moves through the early months of the first quarter under our new Area Plan, this has become a time of planning activities and establishing ways to report successes.

- **Other Updates Including DHHS Integration and Federal Changes**

- ADS released two sets of policies and procedures in the last month, with more to come soon. These address some of the proposed changes made to Iowa code. Meetings between ADS and the AAAs are scheduled to discuss concerns and request clarification; Heritage participates in these. The most impactful policy concerns establishing wait lists for unmet needs through a statewide assessment tool.
- Legislature may consider additional changes to the aging network, however, there has been no announcement yet. Board members will be updated as more information becomes available.

Action Items and Assignments

- **Approval of FY26 Board Members, Officers, Board Advisor and Nomination Slate for Advisory Council Members**

- Several voting matters were before the Board to discuss and vote upon. Members previously received an e-mailed copy of the FY25 Board member roster which included officers. Nominations for FY26 members and officers were entertained and the required quorum composed of twelve of fourteen voting members were present.
- The position of Board Advisory member was added to today's agenda then discussed and voted upon as well.
- The nomination slate for Advisory Council members was also reviewed for consideration and approval.

Approval of FY26 Board Members

Directors Zirkelbach and Wagner moved and seconded to approve the roster of FY26 Heritage AAA Board members as presented. Vote taken-all approved with no opposition. Motion carried, 12-0.

Approval of FY26 Board Officers

Directors Olson and O'Connor moved and seconded to approve the nominated FY26 Heritage AAA Board Officers: Director Keith Stamp-Chair; Director O'Connor-Vice Chair; Director Huber-Secretary and Director Olson-Treasurer. Vote taken-all approved with no opposition. Motion carried, 12-0.

Approval of FY26 Board Advisory Member

Directors Barnhart and Olson moved and seconded to approve Larry Kudej as advisory member to the FY26 Heritage AAA Board of Directors as recommended. Vote taken-all approved with no opposition. Motion carried, 12-0.

Nomination Slate Approval for FY26 Advisory Council Members

Directors Huber and Zirkelbach moved and seconded to approve the nominated slate for the FY26 Heritage AAA Advisory Council. Nominees are Kay Fisk (Linn); Shirley Geadelmann (Cedar); Marianne Hanshaw (Washington); Don Kline (Washington); Judi Hertle (Benton); Larry Kudej (Johnson); Lisa Tallman (Jones) and Rep. Elinor Levin (Elected Official). Harrison March, Community Engagement Coordinator, heads up the Council. Upon consideration, vote taken and all approved with no opposition. Motion carried, 12-0.

Per Advisory Council By-Laws, there should be two Council members for each county based on their population. Board members were asked to locate additional, qualified, Advisory Council candidates in their respective counties then contact Barb with those names for follow-up.

- **Approval of Proposed By-Law Revisions**

- Board members received an e-mailed copy of proposed revisions to the Heritage AAA By-Laws with their Board meeting packet for review and discussion. Two significant changes to note, based on recent Iowa State Code: 1.) elimination of task forces and 2.) no Advisory Council member can sit on the board of directors.

Approval of Proposed By-Law Revisions

Upon further discussion and no other questions, Directors Olson and Huber moved and seconded to approve the proposed revisions to Heritage's By-Laws. Vote taken-all approved with no opposition. Motion carried, 12-0.

Open Agenda

- Board members were asked to share the 2025 Caregiver Wellness Day event within their communities.

Public Comment

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

Motion to Adjourn

Directors O'Connor and Montross moved and seconded a motion to adjourn. Motion carried, 12-0.

No further business, the meeting was adjourned at 3:03 p.m.

Respectfully submitted by:

Denise Babcock

Denise Babcock, Assistant Secretary

Approval by Board:

Keith Stamp

Keith Stamp, Chair

Heritage
Area Agency on Aging

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:
 - o Sub provider contractor language needs updates.
 - o 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:
 - o 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.
 - o Expenses were slightly less, mostly due to unused provider funding.
 - o 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.
 - o 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 Iowa 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

Keith Stamp, Chair

Heritage
Area Agency on Aging

Regular Meeting of the Heritage Board of Directors

Thursday, October 9, 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, Karri Fisher, Mandi Remington, Sister Susan O'Connor, Scott Olson, David Thielen, Sarah Wagner, Dusti Winkie, Jon Zirkelbach and Larry Kudej.

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

Approval of Agenda

Today's meeting agenda was previously distributed via e-mail for Board members to review. No "Misson Moment" was included this month.

With no further questions, Directors Olson and Barnhart moved and seconded to approve today's agenda. Motion carried, 11-0.

Approval of Minutes of Board of Directors Meeting Held Thursday, September 11, 2025

Upon prior review and with no questions, Directors Olson and Doerge moved and seconded to approve the Thursday, September 11, 2025, meeting minutes. Motion carried, 11-0.

REGULAR AGENDA

Finance Report

• **Heritage Annual Audit**

- Monday, October 6, 2025, Finance Committee members met with Mandi Holcomb and Mason Sanders of Denman CPA LLP, regarding the upcoming FY25 annual audit.
- Denman reviewed the planned scope and timeline for the audit. The Letter of Agreement has been signed by Executive Director, Barb Werning.
- Heritage has started gathering and uploading documents to the Denman portal. Fieldwork is scheduled for late October or early November and is to include an on-site visit.

• **Federal Government Shutdown**

- Effective October 1, 2025, the House and Senate failed to pass a federal budget continuation, resulting in a federal government shutdown.
- The state (1/4) and federal (1/12) October payment of \$455K combined has been disbursed and is pending receipt. The length of the shutdown and any continuing resolution will determine the impact to the November federal payment (approximately \$170K monthly) and future payments.
- HHS may be able to access some funds to make disbursements and Heritage has reserves of \$500K that can be pulled during the interim. Monthly agency expenses are approximately \$300-350K.

- **ADS Fiscal Monitoring**

- Review of the August ADS fiscal monitoring visit took place. The report and scoring matrix indicate Heritage received a Medium Risk Score of 88%, receiving 210 out of 240 possible points.
- Feedback and next steps were provided on several items including: utilizing the budgeting module in Heritage's accounting system, contract changes, and making sure Heritage policies and procedures align with ADS as they navigate new HHS and Older Americans Act (OAA) requirements.
- Executive Director Werning met with ADS Director Rhein to discuss monitoring results.
- The deadline to incorporate all changes is no later than July 1, 2026.

- **Additional Fiscal Information**

- Upcoming reporting that is due: MAC report due October 10, IAFRS (ADS) report due October 22 and VOCA report due October 31.
- The Heritage finance committee has approved the allowable interest of \$40,626 to be withdrawn from the Kirkwood Foundation Older Iowans Fund. Balance of that account is currently \$286K. Approval of the finance report also indicates approval to proceed with the interest withdrawal.

Approval of Finance Report

Upon further discussion, then no other questions, Directors Barnhart and Olson moved and seconded to approve the Finance report as presented. Motion carried, 11-0.

Fundraising Committee Report – Dusti Winkie for Karen Huber

- **2025 Caregiver Wellness Day Event (CWD)**

- A count of consumers, by county who have registered since October 8, was provided (66 individuals), including those requesting respite care and a vaccination. Registration for this free event is open through October 31, 2025, or until the capacity of 100 is reached. Caregivers can register by completing an on-line form.
- Dostal Catering has been contacted and will now be providing lunch items. Towncrest Pharmacy in Iowa City has agreed to bring flu vaccine and administer shots for the fourteen consumers who have signed up.
- In two weeks, a postcard will be sent to registered consumers to remind them of the event date, time and location since this is the first CWD event held in Johnson County.

Operations/Executive Director Report

- **Staffing**

- The opening for the VOCA grant-funded, Elder Rights Specialist has been placed on hold since we have identified a qualified candidate who is now moving through the process.

- **Program Updates**

- Mercy Medical Center, Cedar Rapids, has partnered with us for three years to provide IRTC services. This year they were unable to approve and execute a contract with us due to supervisory staff changes. Consequently, we have ended our IRTC work with them and will be exploring a partnership with another medical system. We have a meeting soon with St Lukes/Unity Point. Another Iowa AAA already provides IRTC services with Unity Point and we are hopeful that contract design could be smooth if we move forward with them. We are also now providing IRTC services to Cedar County Public Health.
- Anna Slife, Nutrition Services Coordinator, has asked to become a Tai Chi instructor. Upon completion of training, she will be certified in December and start in January.

- VOCA (Victims of Crime Act) funding which takes place through a federal grant and supports our Elder Rights program, is flat-funded again this year.
- **HHS Redesign**
 - Details regarding the July 1, 2025, HHS redesign and seven-region Disability Access Points' (DAP) locations were reviewed as well as the functions of the Aging and Disability Resource Center (ADRC). Discussion followed. Board members will be kept updated of any changes. The HHS DAP map showing various districts will be sent to members via e-mail with a hard copy to follow.
- **Advisory Council Bylaw Changes**
 - The Older American's Act (OAA) requires each Agency on Aging to have an Advisory Council with bylaws. Our Advisory Council by laws have language that needs to be updated to reflect current practice and adherence to recent changes in the OAA. Board members previously reviewed the changes after an e-mail was sent to them. Upon further discussion, this action requires a Board vote to approve.

Approval of Advisory Council Bylaw Changes

With no other questions, Directors Olson and O'Connor moved and seconded to approve the revised Advisory Council Bylaw changes as presented. Motion carried, 11-0.

Open Agenda

- Board Advisory Member, Larry Kudej
 - Older Iowans Legislature (OIL) held their annual meeting on Monday, September 29, 2025, from 8:00 a.m. to 3:00 p.m. Attendees voted on the following priority issues

Priority Items

- Enhance wages for direct care workers – minimum staff levels and incentives to grow staffing levels.
- Enhancing programming for seniors to "age in place," i.e., Return to Community.
- Health insurance enhancements – increase dental and include eye care and hearing aids.

Tie Items (Board will take into consideration):

- Support financial literacy, financial exploitation prevention and SHIP funding.
- Tax breaks and work leave for family care givers.

- Nothing to report from Iowa AARP at this time.

- Board Chair, Keith Stamp

- Usually, the Board would gather informally during December to have a festive, social time instead of a formal meeting. A suggestion has been made to schedule this time for early Spring of 2026 after the Heritage staff move to their new location on the Kirkwood campus, having an "open house" event instead.

Discussion followed and all members were in agreement for no formal or social meeting in December 2025 but to reschedule that activity to coincide with the open house.

Public Comment

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

Motion to Adjourn

Directors Barnhart and O'Connor moved and seconded a motion to adjourn. Motion carried, 11-0.

No further business, the meeting was adjourned at 3:05 p.m.

Respectfully submitted by:

Denise Babcock

Denise Babcock, Assistant Secretary

Approval by Board:

Keith Stamp

Keith Stamp, Chair

Heritage
Area Agency on Aging

Regular Meeting of the Heritage Board of Directors

Thursday, November 13, 2025 – 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, Karen Huber, Peggy Doerge, Karri Fisher, Mandi Remington, Sister Susan O'Connor, Scott Olson, Sarah Wagner, Jon Zirkelbach and Larry Kudej.

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

Mission Moment – Barb Werning, Executive Director

Recently, a consumer shared via a Google review regarding how thankful he and his mother were for the Heritage services received, for our donors and staff:

"I want to take a moment to share how the Heritage Area Agency on Aging has made a huge difference in my mother's life as she gets older. As her only child, it's my responsibility and joy to care for her, but I can't do it alone. Since we started working with Heritage, our lives have really improved. I am so thankful for Mandy, who has worked so hard to help us. Her kindness and support mean the world to us. She not only guides us through important decisions but also provides comfort and understanding. The team at Heritage is amazing, and I'm grateful to everyone who puts in so much effort to ensure that older adults like my mom get the care they need.

I also want to thank the donors who support this vital work. Without their help, many families wouldn't have access to these important services. Caring for our older citizens shows the kind of community we want to create. When we come together, we can make a real difference and ensure that our seniors are treated with the respect they deserve.

Thank you to the Heritage Area Agency on Aging for everything you do. You have made a big impact on our lives and have shown us that with love and support, we can get through anything."

Amended Agenda

Request to add agenda Action Item

Heritage management requested a change to the March 2026 Board meeting to accommodate the preparation and issuance of the SFY27 Area Plan. Today's Board agenda is being amended to include this activity as an Action Item for discussion and voting purposes.

In addition, with the approval of the March 2026 Board meeting change, it is also requested that the Finance Committee meeting be moved.

Approval of Amended Agenda and Meeting Date Changes

Today's initial meeting agenda was previously distributed via e-mail for Board members to review. The amendment of the Action Items as stated above was discussed. With no further questions, Directors Doerge and O'Connor moved and seconded to approve today's amended agenda to add both items and to change the March 2026 Board Meeting from Thursday, March 12 at 2:00 p.m. to Thursday, March 19 at 2:00 p.m. With no opposition, motion carried, 12-0.

Directors Huber and Doerge then moved and seconded to approve the March 2026 Finance Committee meeting being rescheduled for Monday, March 16, 2026, at 9:30 a.m. from March 9, 2026, at 9:30 a.m. Motion carried, 12-0.

Approval of Minutes of Board of Directors Meeting Held Thursday, October 9, 2025

Upon prior review and with no questions, Directors Huber and Barnhart moved and seconded to approve Thursday, October 9, 2025, meeting minutes previously distributed by e-mail. Motion carried, 12-0.

REGULAR AGENDA

Finance Report

• Updates

- SFY25 annual audit activity with Denman continues and requested documents have been sent. A draft of the audit is expected in December 2025 or January 2026.
- SFY26 Q1 is closed; all reporting has been completed.
- The vacant VOCA position created the need for higher-paid Heritage Care Team members to cover responsibilities. To cover the additional wages, \$5,707.31 was transferred from the Money Market account to checking.
- ARPA transition account funds of \$25,543 have been moved to checking to cover the salary/fringe and mileage expenses the two ARPA positions for Q1.
- Kirkwood rent expenses of \$48K have been paid, in one lump sum, for the period of October 1, 2025 through September 30, 2026. This expense was included in the Board approved budget and reflects a 3% increase year-over-year.
- Heritage's accounting software vendor's billing practices have changed from monthly to yearly. A one-time, annual expense of \$8K will be paid for the period of November 1, 2025, through October 31, 2026. This expense was included in the Board approved budget and there is no change to the rate.

• Federal Government Shutdown

- Heritage received both October and November 2025 federal funding, with a combined amount of \$336K.
- HHS was able to provide those funds using other state funds, however, even with the federal continuing resolution that passed last evening extending funding through January 30, 2026, it is not certain if the federal funding will be retroactive to October 1 when the shutdown began. If not, AAA's may receive reduced state funding for the remainder of the fiscal year which could potentially impact consumer services. When Barb spoke with Director Rhein (ADS), he indicated this was not likely, but possible.

• SFY26 Fiscal Dashboard

- Bank and Fund balances as of September 30, 2025, were reviewed and discussed, including Operational funds, ARPA Transition account, Encore account, and Endowments, as well as Subprovider spenddown through Q1 and Encore Café monthly counts by location for meals served and contributions received.
- The ARPA Transition account will continue to be funded with unrestricted funds.

Approval of Finance Report

Upon further discussion, Directors O'Connor and Montross moved and seconded to approve the Finance report as presented. Motion carried, 12-0.

Fundraising Committee Report

• 2025 Caregiver Wellness Day Event (CWD) Update from Thursday, November 6, 2025

- From feedback received, both verbally and via the sixty-plus completed vendor and participant evaluations, the 2025 CWD event was a successful day! With 86 out of the 100 registered participants attending, the new county and venue accommodated everyone comfortably.
- The day's modified schedule also worked well with sufficient time built in for participants to meet and speak with vendors in the time allotted.
- Speakers were well received and the topics selected aligned closely with participant's needs. Comments were made that several speakers should be invited to present again next year.
- There was a change in the food for lunch, going with a boxed lunch vs. a catered meal, and this too, was received positively.
- The Committee made the decision to send a reminder letter to registered participants two weeks prior to the event date, and this seemed to help keep the "no show" rate to less than 10%.

Thanks to all the Committee members and Heritage employees who helped make this a wonderful event for our caregivers.

Operations/Executive Director's Report

• Staffing

- Heritage has three recent staffing changes:
 - 1.) New Hire, Elder Rights Specialist in VOCA – Amy Rasmussen starts Monday, November 17, 2025.
 - 2.) Resignation, Elder Rights Specialist – Drew Floyd accepted a position with HHS Adult Protective Services, and his last day with Heritage was Monday, November 3, 2025.
 - 3.) Resignation, Options Counselor – Angela Wright is leaving Heritage to expand her new business. Her last day with Heritage will be Thursday, November 13, 2025.
- The vacancies are posted on the Indeed website. We wish everyone well in their new endeavors.

• Program Updates

- Potential Nutrition changes: St. Paul's United Methodist Church is being considered as a potential congregate meal site, based on our current resources and service area demographics. Talks are underway with their management team to gain permission and discuss logistics of using their facility.
- A change to the Encore Café schedule, including reducing Lowe Park in Marion to one day a week, instead of two, and adding Iowa City, is also under consideration. Jill Sindt and Tim Getty are scheduled to meet with the Coralville Community Food Panty in Johnson County to see if they would be interested in becoming a congregate meal site.
- Soon our Care Team members will take turns meeting with consumers at public venues to discuss services in every county of the Heritage Program Service Area.
- Heritage is making positive strides toward a partnership with Unity Point for IRTC services. In the interim, Kimi Hambricht, IRTC OC Coordinator, has been supporting work in open positions.

• Other Updates – Including DHHS Integration and Federal/State Changes

- Heritage has been more consistently meeting with our Disability Access Point (DAP) counterparts. Kellie Elliott-Kapparos attended the Science of HOPE training with many DAP and HHS staff, in the spirit of cooperation and collaboration.
- In October, the new HHS Director, Larry Johnson, began his official duties, replacing Kelly Garcia. We have not met him yet and no changes have been noted to HHS planning or services.

- As previously communicated, the Iowa Administrative Code has been rewritten to eliminate redundancies. New ADS Policies and Procedures require some Board bylaw changes, most significantly board training. Now, a qualified trainer must be used and a certificate of completion received for proof of attendance stating the date and hourly coursework credit given. Barb will e-mail a list of qualifying courses HHS is recommending to members, along with a reminder that for each fiscal year, Board members must complete 240 minutes (4 hours) of qualifying training.

Open Agenda

- Mandi Remington offered to help find a possible congregational dining site in Iowa City. Dream City, a community services/non-profit organization, moved to a new building recently, installed a full commercial kitchen and may be a possible site. The dining location will hold 40-50 individuals. Jill will send Mandi an e-mail with the list of facility requirements.
- Keith mentioned several items for Board members:
 - If anyone knows of potential grants, please let Barb know, especially since ARPA funds are no longer available.
 - Reminder: As discussed and agreed upon at last month's meeting, there will be no Board meeting during the month of December.
 - Thank you for your contributions and serving Heritage and its consumers.

Public Comment

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

Motion to Adjourn

Directors O'Connor and Wagner moved and seconded a motion to adjourn. Motion carried, 12-0.

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

Keith Stamp, Chair

Heritage
Area Agency on Aging

Regular Meeting of the Heritage Board of Directors

Thursday, January 8, 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, Karen Huber, Peggy Doerge, Karri Fisher, Mandi Remington, Sister Susan O'Connor, Scott Olson, Dusti Winkie, Jon Zirkelbach, Larry Kudej and Grace Schmidt (new BOS for Benton County).

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

Board Member Changes and Addition – Action Item

• **Changes**

- Jessica Fairbanks, At-Large Board member, has resigned. She stated this was due to challenging time commitments. Sarah Wagner is now moving into the position of At-Large Board member.

• **Addition**

- The Benton County Board of Supervisors appointed Grace Schmidt to Heritage's Board.

Approval of Board Member Changes and Addition

Upon further discussion, Directors Olson and Montross moved and seconded to approve Board member changes as stated. Motion carried, 12-0.

Introductions – Grace Schmidt and New Employee, Amy Rasmussen

• **Welcome**

- Grace introduced herself and presented an overview of her background coming on to the Board. In turn, Amy, Heritage's new Elder Rights Specialist, gave a summary of the experience she brings to her new position. All members provided brief introductions. Both individuals were welcomed.

Mission Moment – Barb Werning, Executive Director

• **Positive Consumer Feedback from Heritage's 2025 Annual Survey**

- Tai Chi, one of several evidence-based classes Heritage offers, is proving very popular among older adults, along with our instructor, Bryan Bruner, Wellness Coordinator. Upon completing his 2025 Annual Survey form, a Consumer in his eighties commented that at the end of the 11-week course, his balance had greatly improved and helped to lessen his risk of falling. He was very appreciative of Bryan's instructional expertise and with Heritage for offering this type of wellness support.

Amended Agenda

- **Request to Delete Agenda Action Item**

- At this time, it was requested that Agenda item X. – “Action Items and Assignments, a. Policy Approval,” be deleted since the policy is still undergoing changes and not ready for Board review/approval.

Approval of Amended Agenda

With no further questions, Directors Doerge and Huber moved and seconded to approve today's amended agenda, deleting item X (ten). Motion carried, 13-0.

Approval of Minutes of the Board of Directors Meeting Held Thursday, November 13, 2025

Upon prior review and with no further questions, Directors Olson and Barnhart moved and seconded to approve Thursday, November 13, 2025, meeting minutes previously distributed by e-mail. Motion carried, 13-0.

REGULAR AGENDA

Finance Report

• Updates

- Heritage expects to receive a draft of the SFY25 annual audit from Denman this week. At the February meeting, a copy will be presented to the Board for review.
- State funding for Q3, 2025 and federal funding for January 2026 has been received, with a combined total of \$440K.
- Federal funding is through January 30, 2026, at which time either another continuing resolution for a budget extension must be passed or the federal government will shut down. This situation will continue to be monitored.
- Integrated Services Director, Kellie Elliott-Kapparos, has sent SFY27 Request for Proposal (RFP) packets to those who submitted a letter of intent. RFP applications are due back February 26th and will go through the RFP review team process with award recommendations presented along with a full budget for approval to the Board in March.
- Reports currently being prepared are the quarterly MAC-Medicaid Administrative Claiming (due January 9, 2026), quarterly IAFRS report to the State (due February 22) and quarterly VOCA-Victims of Crime Act report due January 30, 2026.
- An updated SFY26 Area Plan budget is due to the State February 22, 2026, along with the SFY27 budget to be included with the Area Plan submittal in early April.

• Fiscal Dashboard

- Statement of Cash Flows and Balance Sheet as of January 5, 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.

Approval of Finance Report

No other questions, Directors Doerge and Olson moved and seconded to approve the Finance report. Motion carried, 13-0.

Fundraising Committee Report

• Caregiver Wellness Day Event (CWD)

- An overview of the popular, annual Heritage Caregiver Wellness Day event was given by Director Huber.
 - The purpose of this sponsored, free event is to celebrate the family caregiver who is on a journey that is often “joyous and stressful, smooth and bumpy, rewarding and exhausting,” but always one that requires a remarkable level of personal dedication.

- The CWD committee designs the day's activities to include speakers around topics that will educate and encourage participants. Many sponsors and vendors are present to provide one-on-one opportunities for participants to learn about beneficial resources available to them and for the individual they care for. Free lunch and refreshments are provided as well as respite care services, a vaccination clinic and a wellness activity. Registration is required.
- Typically, the event is held in Cedar Rapids (Linn County), however, in 2025, it was held in Iowa City (Johnson County). The intent is to begin rotating it to other counties in Heritage's seven-county service area so more can attend, allowing them to drive a shorter distance and be away from their care receiver for a shorter period of time.
- The first CWD Committee planning meeting for the 2026 event takes place Monday, February 16, 2026, at 2:00 p.m.

Operations/Executive Director's Report

• Staffing

- Heritage has hired the following individuals to fill our two remaining positions. When they report, we will be fully staffed.
 - 1.) Elder Rights Specialist – Chanel Prince, effective February 1, 2026.
 - 2.) Options Counselor – Katy Davis, effective date still to be determined.

• Program Updates

- New Congregate Sites
 - St. Paul's United Methodist Church: Contracts have been signed and anticipated starting mid-February, the location in downtown Cedar Rapids will become a once-a-month congregate meal site at this time. Food distributions will continue there and it is a potential class site (i.e., Tai Chi).
 - Iowa City: Coralville Community Food Panty is being considered for a possible Thursday congregate meal starting in June.
- Heritage now has an agreement with Unity Point to provide IRTC services. The document is undergoing the signature process, with services anticipated to begin February 1.
- MOWA has contacted Heritage with a request to visit our sites for their Pet Smart Charity program. They will visit on May 14, attend an Encore Café and help staff deliver pet food. This is a national program and staff from several states will attend.
- Full Circle Communities, which owns The Arbor at Lindale Trail, has renewed our contract for another year. This agreement, which provides 20-hours per week of residential, on-site senior social services case management and options counseling, helps cover ½ of a Heritage staff person's time and salary.
- Heritage is partnering with Kirkwood to hold a Corridor Conference on Aging for individuals over sixty on May 20, 2026, at the KCC Regional Center in Hiawatha. Registration is now open.
- Currently, Heritage's office move to a new Kirkwood location is estimated to take place during the spring/summer. It is hoped all staff will have an office with four walls along with a door they can close for confidential conversations.

• Other Updates – Including DHHS Integration and Federal Changes

- A decision has been made that all Iowa DHHS services will be reorganized into 7-District regions, using the same map as Behavioral Health and the Disability Access Points. The process and timeframes are unclear. Updates will be provided as information is known.

Open Agenda

- Board Advisory Member, Larry Kudej

- Older Iowans Legislature (OIL) - Will continue to be supportive of keeping budgets stable for the AAA's as well as advocating for a Dementia Specialist position to be funded. Any changes or suggestions to the legislative priorities that OIL has determined for this year, please let him know.
- AARP "Day on the Hill," will take place Tuesday, January 27, 2026, 7:00-10:00 a.m. at the State Capitol Rotunda, West and South, in Des Moines. Lobbyist, Amy Campell, will be present.
- i4A "Day on the Hill," will take place Wednesday, March 4, 2026, 7:00-10:00 a.m. at the State Capitol Rotunda, West and South, in Des Moines. This is an opportunity to speak with Legislators regarding older Iowan adult issues and the challenges they face. Again, Lobbyist, Amy Campell, will be present. Board members should contact Barb with any questions or if they plan on attending.
- Board Chair, Keith Stamp
 - Board members were asked to reach out to their State Representatives and Legislators to support the AAAs.
- Executive Director, Barb Werning
 - Barb will forward legislative and US Aging updates she receives for Board review. She will also arrange for Amy Campbell to attend a future meeting and discuss 2026 legislative activity.
 - The e-mail stating FY26 Board Member training requirements and course links to complete will be sent out again
 - Harrison will post on our Facebook site the "Step Into Their World" dementia presentation being put on by the University of Iowa Nursing School at Keystone in Iowa City for anyone who wants to attend.

Public Comment

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

Motion to Adjourn

- No further business, Directors Doerge and Olson moved and seconded a motion to adjourn. Motion carried, 13-0. The meeting was adjourned at 3:02 p.m.

Next Meeting

Thursday, February 12, 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



Heritage

Area Agency on Aging

Regular Meeting of the Heritage Board of Directors

Thursday, February 12, 2026 – 2:00 p.m.

Via Conference Call and Heritage Area Agency on Aging Location

MINUTES

Call to Order

Present: Keith Stamp, Chris Montross, David Thielen, Karri Fisher, Sister Susan O'Connor, Jon Zirkelbach, Grace Schmidt and Larry Kudej.

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

Guests: Mandi Holcomb, Ann Neville, Katy Davis and Chanel Prince.

Mission Moment – Ann Neville, Case Manager

- A case management services overview was provided regarding two consumers, one of whom received a range of services over a span of 23 years. Ann talked about supporting them with chore services, material aid, monthly contact, person-centered dollar items, etc. as age-related challenges developed, such as falling for one and potential loss of housing for the other. The cost savings involved in keeping these individuals in their homes versus a care facility was also discussed. The importance of providing case management services continues to have a lasting impact and is of great benefit to older adults being served.

Approval of Agenda

With no further questions, Directors O'Connor and Fisher moved and seconded to approve today's agenda, as presented. Motion carried, 7-0.

Approval of Minutes of the Board of Directors Meeting Held Thursday, January 8, 2026

Upon prior review and with no further questions, Directors Schmidt and Fisher moved and seconded to approve the Thursday, January 8, 2026, meeting minutes previously distributed by e-mail. Motion carried, 7-0.

Introductions - Katy Davis, Options Counselor and Chanel Prince, Elder Rights Specialist

- With Katy and Chanel having joined the team at the end of January, we are now fully staffed. Each gave the Board a summary of their background and experiences they bring to their new positions and said they were excited to be a part of Heritage. While time did not allow individual introductions by Board members, they were both warmly welcomed by all in attendance.

Annual Finance Audit Report – Mandi Holcomb, Denman & Company

- A draft of the SFY25 annual audit financial report was presented to the Board. The Auditor's Report, Statements of Financial Position, Statements of Activities and Statements of Cash Flows were reviewed. The Notes to Financial Statements section is consistent with the prior year, with Mandi highlighting a couple of areas related to the financial statements and overall financial health of the organization. Mandi discussed the requirement for the Supplementary Information, reviewed the Schedule of Expenditures of Federal Awards and the Independent Auditor's Report. Denman issued an unmodified opinion with no qualifications or modifications needed. Several questions from the Board were addressed by Mandi and Fiscal Director, Jennifer Knudtson.

REGULAR AGENDA

Finance Report

• Updates

- On February 3, 2026, the President signed into law the continued funding of HHS through September 30, 2026. Title III and NSIP funding will continue to be flat-funded. It will take some time for Federal level to issue the Notice of Grant Awards to the State who then issues Notice of Grant Awards to the AAA's.
- ADS has disbursed Federal funding for February 2026 to the AAA's.
- A \$25,348.62 fund transfer from the ARPA account to the Checking account has taken place to continue staffing two positions for Quarter 2.
- A fund transfer of \$1,133.02 has taken place from the Money Market account to the Checking account to cover VOCA related duties for Quarter 2.
- An updated SFY26 Area Plan budget is due to the State February 22, 2026, along with the SFY27 budget to be included with the Area Plan submittal in early April.

• Fiscal Dashboard

- Statement of Cash Flows and Balance Sheet as of February 9, 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 as were Q2 Bank and Fund Balances, Sub Provider Spenddowns and Encore Café attendance and contributions.

Approval of Finance Report

No other questions, Directors O'Connor and Schmidt moved and seconded to approve the Finance report. Motion carried, 7-0.

Fundraising Committee Report - Barb Werning for Karen Huber

• Caregiver Wellness Day Event (CWD)

- The first CWD Committee planning meeting for the 2026 event has been moved from Monday, February 16 to Monday, March 16, 2026, at 2:00 p.m.

• Corridor Conference on Aging

- Heritage will be 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, at the KCC Linn County Regional Center, Hiawatha, IA. Registration is now open and more information to come on this aging well event.

Operations/Executive Director's Report

• Staffing

- As previously mentioned, with the two new employees who started in January, we are fully staffed.

• Program Updates

- Congregate Dining

- The new monthly St. Paul's United Methodist Church congregare dining site opening is slightly delayed and will take place on Wednesday, March 4. Consumers dining at Lowe Park in Marion have been notified their last Wednesday congregare dining meal will be February 18 (they still have the meal catered on Thursdays). ADS has approved these changes and all parties have been notified accordingly.

- Heritage is still in the planning stage of the Iowa City area congregate dining site.
- IRTC services to be provided for UnityPoint are also being delayed until March 1. The agreement is undergoing review/signature processes with their legal team.
- We now have two staff certified to teach Tai Chi. Congratulations to Anna Slife, Nutrition Services Coordinator, for completing her certification.
- Heritage has been notified our office move to a new Kirkwood location will take place during the Fall semester 2026 instead of the Spring/Summer timeframe.
- There are several changes on the Kirkwood Campus of which Heritage has been a part. Currently, all documents from our KIN (Kirkwood Information network) to KON (Kirkwood's new SharePoint site) are being moved. Management and key staff will be moving the final documents from the old database to the new one in the next few weeks. Also, Heritage will be transitioning our phones to a Zoom call platform in June, which follows the changeover taking place with the rest of the campus.
- Further internal activity is taking place to review and update Heritage's policies due to Iowa Code changes and the implementation of ADS policies and procedures
- The FY27 Area Plan update budget are also being worked on and are due to ADS in early April.
- Please direct anyone interested in participating on Heritage's Board of Directors or on our Advisory Board to contact Barb as we need more members.
- **Other Updates – Including DHHS Integration and Federal Changes**
 - An update regarding DHHS system redesign and movement to the new maps was given at the meeting.

Action Items

- **Administrative Policy Statement Changes - Jill Sindt, Community Advancement Director for Kellie Elliott-Kapparos, Integrated Services Director**
 - Board members received an e-mailed copy of the proposed administrative policy statement changes 1.1-1.6, for review prior to today's meeting. Jill covered each policy statement, discussing what prompted the changes, such as edits to the Older Adults Act (OAA), wording modified to be in alignment with a statement that meets Iowa HHS Aging and Disability Services Division requirements, along with other items that were consolidated or needed new wording added. Discussion among members took place.

Approval of Administrative Policy Statement Changes

With no other questions, Directors O'Connor and Fisher moved and seconded to approve the Heritage AAA Administrative Policy Statement changes. Motion carried, 7-0.

- **Fiscal Policy Changes – Jennifer Knudtson, Fiscal Services Director**

- Board members received an e-mailed matrix of the proposed fiscal policy changes for review prior to today's meeting. Jenn started to cover the changes, however at 3:25 there was no longer Board quorum so this item will be added to a future meeting agenda.

Open Agenda

- **Board Advisory Member, Larry Kudej**
 - i4A "Day on the Hill," will take place Wednesday, March 4, 2026, 7:00-10:00 a.m. at the State Capitol Rotunda, West and South, in Des Moines. This is an opportunity to speak with Legislators regarding older Iowan adult issues and the challenges they face. Lobbyist, Amy Campbell, will be present. Board members should contact Barb with any questions or if they plan on attending.

- Board Chair, Keith Stamp

- Keith shared a picture and article from *The Monticello Express* newspaper dated 02/11/26, showing Heritage employee, Bryan Bruner, leading a Tai Chi class of over 80 people at the Monticello Parks and Recreation Department, Berndes Center. With a usual site/class attendance of 20-30 individuals, participation so far has exceeded what was anticipated. Many positive comments from community members have been received. The class is targeted at individuals ages 60-plus, but the article stated anyone is welcome to attend. The class is held Wednesdays, starting at 11:30a.m. and will last between 12-14 weeks in duration.

- Executive Director, Barb Werning

- Barb reminded the Board the March meeting will take place on the third Thursday, March 19, 2026, from 2:00 to 3:30 p.m. There will be several strategically important matters the Board must vote on for approval including the FY27 Area Plan and Budget. Please plan on attending and remaining through to the end of the meeting.

Public Comment

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

Motion to Adjourn

- No further business, Directors O'Connor and Fisher moved and seconded a motion to adjourn. The meeting was adjourned at 3:30 p.m.

Next Meeting

Thursday, March 19, 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

Heritage
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



Heritage

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

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



Area Agency on Aging

Regular Meeting of the Heritage Board of Directors

Thursday, May 14, 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, Karen Huber, Karri Fisher, Mandi Remington, Sister Susan O'Connor, Peggy Doerge, Sarah Wagner, Scott Olson, and Larry Kudej.

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

Mission Moment – Ann Neville, Case Manager and Amy Rasmussen, Elder Rights Specialist

Information was shared regarding three recently served consumers along with the impact of the services provided. In each situation described by Ann and Amy, team and community collaboration was essential to achieving positive outcomes in areas of health, housing, and finances for these individuals.

Approval of Agenda

Today's meeting agenda was e-mailed to Board members for review. With no questions or amendments, Directors Doerge and Huber moved and seconded to approve the agenda as presented. Motion carried, 14-0.

Approval of Minutes of the Board of Directors Meeting Held Thursday, April 9, 2026

Directors Barnhart and O'Connor moved and seconded to approve Thursday, April 9, 2026, meeting minutes. Motion carried, 14-0.

REGULAR AGENDA

Finance Report

• Federal Funding Trends

- Reviewed slides prepared by Aging and Disability Services (ADS) shared at monthly ADS fiscal meetings. The slides compare year-over-year historical funding trends, adjusted for inflation, for State and Federal (Title III and NSIP) funding sources. Trends show funding levels continue to decline, not keeping up with rising costs and the increasing number of older adults needing services

• Employee Benefits

- Employee benefit annual open enrollment begins Wednesday, May 27, 2026, with the effective date of the coverage from July 1, 2026, through June 30, 2027.
- Existing plan increases represent a \$3,500 budget increase (12%) compared to the FY27 Board approved budget that Gallagher had previously estimated (10% increase).
- After discussing options with our benefit broker and with the Finance Committee, Heritage is proposing adding WellMark BCBS HMO 3000 plan. This plan has similar copays as the existing HMO 1500 plan, but with a higher deductible. The new plan would become the baseline plan for employees.

Employees selecting a benefit plan other than HMO 3000 would be responsible for the premium cost difference.

- A comparison chart for the three proposed plans, including deductible, out-of-pocket max, coinsurance, and copays along with the associated premiums was shared.
- If staff change medical plans the deductible and out-of-pocket max does not restart (runs calendar year).
- Benefit enrollment materials will include the Heritage cost so staff see the full value of their benefit package.
- With no other questions, Directors Olson and Huber moved and seconded to approve the FY27 Heritage staff benefit package changes as discussed. Motion carried, 14-0.

- **Q3 Closeout – ARPA & VOCA**

- To ensure continuation of the two ARPA positions, \$32K is being transferred from the ARPA transition account to the checking account.
- To cover VOCA Admin expenses \$310 is being transferred from the money market account to the checking account.

- **Fiscal Report**

- Statement of Cash Flows and Balance Sheet as of May 11, 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 as were Q3 Bank and Fund Balances, Sub Provider Spenddowns and Encore Café attendance and contributions.

Approval of Finance Report

With no other questions, Directors Montross and Doerge moved and seconded to approve the Finance report. Motion carried, 14-0.

Fundraising Committee Report

- **CWD Site Update**

- Several potential sites for Caregiver Wellness Day have declined participation due to organizational changes or event space policies. The Linn County Regional Center in Hiawatha is being considered.

- **Speakers**

- The committee is considering John Hale, of the Hale Group, as keynote speaker. Merce Berg-Klug, professor with University of Iowa School of Social Work and Jessica McGraw, Sr. Financial Exploitation Investigator with the Iowa Insurance Division, are also being contacted to speak.

- **Vaccinations and Respite Care**

- Hy-Vee will be contacted to see if they can provide free vaccinations at the event again. Respite care will be available for event participants.

Operations/Executive Director's Report

- **Staffing Changes**

- Options Counselor, Miranda Kasemeier, resigned effective May 31. The position has been posted; a number of qualified individuals have applied. Interviewing begins next week.

- **Program Updates**

- Subcontractors were called earlier this week and informed of FY27 funding decisions which included reductions and potential waitlist activity.

- The annual Senior Farmers Market program begins in June.
 - The VOCA funding application was completed May 1. The process has changed and our application was significantly different this year. It will be a couple of months before the funding decision is known.
 - Heritage's Advice on Aging program includes a partnership with the Coralville library. Harrison met with a group including a member of the Iowa Public Library Association, who mentioned our programming for older adults through this partnership. The individual plans to take the information back to her area as a model of partnership between the two entities.
 - The Corridor Conference on Aging will be held Wednesday, May 20. This is a partnership between Kirkwood Community College and Heritage.
 - Two more Caregiver 101 zoom sessions are left: Wednesday, May 27 (support for caregivers) and Wednesday, June 17 (legal issues including guardianship and powers of attorney).
- **Other Updates**
 - House File 2707 passed and was signed by Governor Reynolds in late April. Section II applies to the AAAs. A copy for review was attached to the e-mailed Board packet and discussed.

Action Items and Assignments

- **Annual Board Member Training Reminder**
 - Board members need to have 240 minutes (4 hours) of training completed by July 31.
- **FY26-27 Board Membership**
 - It is time to consider membership for the upcoming fiscal year. Questions should be directed to Barb.

Open Agenda

- No items to address currently.

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 3:15 p.m.

Next Meeting

Thursday, June 11, 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



Heritage

Area Agency on Aging

Regular Meeting of the Heritage Board of Directors

Thursday, June 11, 2026 – 2:00 p.m.

Via Conference Call and Heritage Area Agency on Aging Location

MINUTES

Call to Order

Present: Keith Stamp, Bruce Barnhart, David Thielen, Dusti Winkie, Jon Zirkelbach, Karen Huber, Peggy Doerge, Scott Olson, and Larry Kudej.

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

Mission Moment – Barb Werning, Executive Director

HHS in Des Moines received a consumer's letter asking for AAA services. The individual stated a relative had passed away who was helping them and, being in poor health along with no working phone or internet access, they needed assistance. After communicating the need to Heritage, a care team member went to the consumer's home, was able to fix their phone, contact their physician to find out scheduled appointments, coordinated necessary rides to and from those appointments, obtained required prescriptions and made sure they had food. The consumer then agreed to allow the care team member to check in on them in the future to make sure their needs were met.

Approval of Agenda

Today's meeting agenda was previously e-mailed to Board members for review. With no questions or amendments, Directors Barnhart and Olson moved and seconded to approve the agenda as presented. Motion carried, 8-0.

Approval of Minutes of the Board of Directors Meeting Held Thursday, May 14, 2026

Directors Olson and Thielen moved and seconded to approve Thursday, May 14, 2026, meeting minutes previously distributed to the Board by e-mail. Motion carried, 8-0.

REGULAR AGENDA

Finance Report

• End of Fiscal Year Reporting- June 30, 2026

- Reconciliation and closure of FY26 accounts is underway; upcoming federal and state reporting due dates are as follows: Q4 MAC July 17; OAA Q4 July 22 and final August 14; and Q4 VOCA July 31.

• Employee Benefits

- All Heritage staff completed their benefit plan enrollments by Friday, June 5, 2026. To meet this deadline, Barb met with individuals not in attendance at the staff meeting, Wednesday, May 27, 2026, when Gallagher presented the new plan, as well as with those with questions about plan changes so issues could be addressed. Benefit broker is working with benefit providers to implement employee benefit elections.

• FY26-27 Heritage Insurance

- Initially estimated at a 15% increase overall, only 3% increase has occurred so far, resulting in savings of \$3,500.

- Premium adjustments for Worker's Compensation have not been received yet; they will be adjusted mid-year.

- **Grants**

- Awarded: Transamerica – Linn County, nutrition-specific grant of \$25,000.

- **Fiscal Report**

- Statement of Cash Flows and Balance Sheet as of June 8, 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 Olson and Barnhart moved and seconded to approve the Finance report. Motion carried, 8-0.

Fundraising Committee Report

- **CWD Site Update**

- The Linn County Regional Center, 1770 Boyson Rd., Hiawatha, confirmed that their large space is available and it has now been reserved to host the 2026 Caregiver Wellness Day event, Wednesday, November 4, 2026. Event hours are still being determined; however, it is anticipated they will mirror the previous Johnson County event (registration-8:30 a.m.; program start-9:00 a.m.; lunch-12:00-12:30 p.m. with program ending-2:00-2:30 p.m.). There is easy access to the building for vendors and participants, as well as an option for Heritage to bring in food and bottled water to keep costs down. A side room is in the process of being identified for a vaccination clinic. As in the past, respite care will be made available.

- **Speakers**

- John Hale of the Hale Group in Ankeny, IA, has been secured as the CWD keynote speaker. Speaking fees are minimal; just lodging and mileage reimbursement.
- Jessica McGraw, Sr. Financial Exploitation Investigator with the Iowa Insurance Division in Des Moines, has also agreed to be a CWD speaker, at no charge. Her topic will be related to fraud activity impacting older adults.
- The committee continues to work on obtaining speakers to round out the day's agenda.

Operations/Executive Director's Report

- **Staffing Update**

- Many qualified external applicants submitted for the recently advertised Options Counselor position. Several top candidates are now involved in round three of the interviewing process.

- **Program Updates**

- Changes continue to take place on both the Federal and State levels. Heritage staff are working hard to meet these challenges, including implementing procedure and policy requirements.
- Monday, June 15, 2026, is World Elder Abuse Awareness Day. Each AAA has its own EAPA team and they meet monthly to collaborate to provide better service for our older adult consumers affected by various forms of elder abuse. This year, each team has taken a day and presented information via an online video that can be watched by others to heighten awareness and provide available resources.

- Regarding Nutrition:
 - A Coralville senior dining site is still underway. To help with funding and determining the frequency of meals, a grant will be pursued with Johnson County.
 - Today, as previously stated, a \$25,000 grant was received from Transamerica to fund nutrition activities for Linn County.
 - It is anticipated that wait-lists, including those for nutrition, will take place in the coming year. Consumers with the highest need will be served first.
- HHS-directed language change: Heritage's sub-contractors will now be called sub-recipients.
- HF2707 redesign implementation meetings, along with efforts regarding prioritization and costs, are taking place. The Board will be kept informed as the process develops.
- **Other Updates**
 - Heritage's move to another location on the Kirkwood campus has been rescheduled until the upcoming holiday season.

Action Items and Assignments

• **New Policies and Procedures**

- Due to recent OAA and State policy changes, Heritage is both updating along with adding policies and procedures to align with the State's policies. A list of administration, service delivery and fiscal policies involved was previously sent to Board members for review.

Approval of New Policies and Procedures

Upon discussion and no other questions, Directors Olson and Barnhart motioned and seconded to approve the Heritage policy and procedure changes as presented. Motion carried, 8-0.

• **Nominees for Advisory Council**

- Two individuals, Karen Roe from Johnson County and Linda Thompson from Jones County, have volunteered to take positions on the FY27 Advisory Board, effective July 1, 2026. Each has submitted a personal declaration of qualifications for review and approval by the Heritage Board of Directors. .

Approval of Nominees for Advisory Council

Upon review, discussion and no other questions, Directors Huber and Theilen motioned and seconded to approve the Advisory Council nominees as presented. Motion carried, 8-0.

Reminders

• **Annual Board Member Training**

- Board members need to have 240 minutes (4 hours) of training completed by July 31. Six members still need to complete this requirement. Please go to this site <https://www.nonprofitready.org/nonprofit-board-member-essentials-certificate> , create an account and answer the questions. Then choose from a number of certificate programs designed for board members.

Two are non-profit essentials (90 minutes) and board member essentials (2 hours and 35 minutes). These together will meet the requirements for the year. A copy of the certificate must be sent to Denise for recording. Thank you to those who have already completed their training.

• **FY26-27 Board Membership**

- It is time to consider membership for the upcoming fiscal year. Any questions should be directed to Barb.

Open Agenda

- Currently there were no items to address.

Public Comment

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

Motion to Adjourn

- No further business, Directors Huber and Olson moved and seconded a motion to adjourn. With no opposition, the meeting ended at 2:45 p.m.

Next Meeting

Thursday, July 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