

SALINE COUNTY AGING SERVICES BOARD MEETING

Monday, August 25, 2014, at 2:00 p.m.

Saline County Extension Office

Chairperson Jackie Francis called the meeting to order. Roll call was taken. 12 members were present including Amy Hansen, Program Manager; Laura Mackeprang, Program Assistant; Denise Boyd and Trudy Kubicek, Aging Partners; and guest Josie Macias. Kathy Stokebrand moved and Dorthy Bartels seconded the motion to accept the minutes as written. Motion passed.

Birthdays and Anniversaries for September were announced.

Passing of the gavel: Amy thanked outgoing chairman, Jackie Francis, for her year chairing the board and welcomed incoming chairman, Marty Stones, who chaired the rest of the meeting.

According to the Saline County Aging Services Bylaws, a quorum is 55% of board members in attendance, and is required to allow any business to be voted on. Therefore, attendance becomes important. Since we almost did not reach a quorum, discussion of board members' standing ensued. In accordance with the bylaws, which state *"No member shall have more than three unexcused absences during a year's period. Should a member's absences exceed this, the chairperson may declare the position vacant and the Board shall notify the board of Commissioners of the same and request a new member be appointed to fill the vacancy."*

Since Pastor Travis Panning has been to only one meeting in two years, Chairman Marty Stones declared that Wilber position on the board open. Marty will send out a letter to all board members to remind them of the bylaws concerning attendance. Discussion continued regarding moving voting members, who only attend sporadically, to associate member status to allow the board to obtain voting members who are able to attend regularly. Bonnie Schoenbeck moved to table discussion on board member's standings and put it on the agenda for the next meeting. The motion was seconded by Richard Jiskra and carried.

OLD BUSINESS

Amy reported that the County Commissioners approved Lorene Horky as a Community Representative-at-large board member.

Amy reported that while at the Board of Commissioners meeting, she and the commissioners mistakenly thought that the by-law changes had already been approved. Consequently, Amy will return to the County Commissioners to ask them to approve the changes in the bylaws regarding the verbiage explaining the Budget Committee.

Amy is waiting on an estimate from Dimas Construction on the roof. She reported that when he inspected the roof, he found that the original roofers had overlapped the roof sections incorrectly, allowing for the possibility of water to seep in again. He said it can be corrected by putting down a special sheet of plastic that will seal it. He was also asked give us an estimate to replace the shake shingles on the façade with metal sheeting and a separate estimate to replace the metal sheeting on the top of the façade.

NEW BUSINESS

Budget Amendments

Amy reported that Commissioner Richard Jiskra informed her that the county commissioners wanted to know why we had \$87,888.54 left in our fund. Amy went over the budget history to explain in part why so much has accrued in our account. Richard stated that there is no question that we can keep that money.

Denise Boyd stated that we would want at least two months of operating funds on hand and three months would be better. She explained that at this time, we are fortunate to receive “advances in funding”, from Aging Partners, but she felt a rainy day fund is necessary to cover monthly operating costs in case the advance did not arrive or to cover various unexpected expenses. Aging Partners does budget for items that are never needed.

Amy listed some of the items the office needs:

- newer vehicle
- paving the back parking area. The Food Bank delivery man got his pallet jack stuck in the gravel. The SCAS staff and volunteers had to unload before he could get unstuck. This resulted in an unsafe area, as the pallet was at least six feet tall and held a few hundred pounds of food. Also, having it paved would mean less gravel loss during winter’s snow removal.
- a part time staff to help with special projects, volunteer coordination and office management, also to be a “second” to Laura if she needs to be off during a foot clinic day.
- to rework the interior to make better utilize the office space, including:
 - an ADA compliant restroom

- office walls for Amy for more privacy for clients,
- A meeting area
- A possible area to provide programming for the missing social component (i.e. meals, coffee group, card players, etc.)

Amy reported that the county commissioners commented on looking for another space for SCAS instead of putting money into a building that may not be worth it, and that they look forward to hearing SCAS board recommendations. Discussion on possible new locations ensued.

Marty suggested we set aside \$20,000.00, leaving a balance of \$67,888.54 for SCAS to use for the items they need. A motion was made by Dorthy Bartels and seconded by Carla Hubbard, authorizing Amy to amend the budget to reflect monies allowed to purchase a new vehicle and possibly revamp the building. Motion carried. Denise indicated that if Amy drew up a tentative job description for a second employee, she would assist her in refining it and in possibly hiring a new staff.

Amy asked the board how much money she could spend for various items before she needed the board's approval. Lila Pribyl moved and Kathy Stokebrand seconded the motion to set the spending limit at \$1,000.00. Motion carried.

PROGRAM MANAGERS REPORT

Four more sets of FMC were received and given to participants on the waiting list.

Amy gave a presentation on laughter yoga at the DeWitt Senior Center.

The Food Bank of Lincoln inspected the food pantry. They were pleased that we were allowing clients to shop. The pantry passed their inspection with flying colors.

In September Amy will attend an Aging Partners quarterly training day then a two day NASC meeting, both in Lincoln.

She will be giving a power point presentation to Saline County employees on retiring and Medicare.

COMMITTEE REPORTS

Areawide council report:

Kathy Stokebrand thanked Amy for standing in for her at the last meeting in DeWitt. The next meeting will be in September.

AARP--no report

Budget committee--no report

PARTNER REPORTS

DeWitt Senior Center:

Kathy Stokebrand reported on the DeWitt Senior Center in Bev Plihal's absence. The numbers were down a little because of summer. The adult swim exercise classes were very successful at the DeWitt pool. Tai chi is still going on. Decorative bricks and wreaths were sold during Czech Days at the SCAS booth.

Saline County Area Transit (SCAT):

Dorothy Bartels reported for Scott Bartels on SCAT. They have started the ground work for SCAT's new building. Ridership is up, mostly due to Crete's participation.

Kathy Stokebrand moved to adjourn the meeting. The next meeting will be September 22 at the County Extension office at 2 pm with Tobias hosting.

Respectfully submitted,

Laura Mackeprang,
SCAS Program Assistant

SALINE COUNTY AGING SERVICES BOARD MEETING

Monday, September 22, 2014, at 2:00 p.m.

Saline County Extension Office

Chairperson Marty Stones called the meeting to order. Roll call was taken by naming your favorite fall color. A quorum was met with 12 members present including Amy Hansen, Program Manager; Laura Mackeprang, Program Assistant; Denise Boyd and Trudy Kubicek, Aging Partners. Kathy Stokebrand moved and Kathryn Bolton seconded the motion to accept the minutes as written. Motion passed.

Birthdays and Anniversaries for October were announced.

OLD BUSINESS

Amy is scheduled to go before the County Commissioners tomorrow to approve the changes in the bylaws on the verbiage defining the Budget Committee.

Amy is still waiting on an estimate from Dimas Construction on the roof. There is quite a backlog for roofers.

NEW BUSINESS

Term Renewal

Those board members whose terms expired in 2014 were asked if they wished to continue for another two years. Laura will contact Alfred Lisec.

New Co-Chairman

A new Co-chairman is needed now that Marty has moved into the Chairman role. Discussion followed. Carla Hubbard offered to be Co-chairman. Kathy Stokebrand moved and Lila Pribyl seconded the motion to suspend the ballot vote required for Co-chairman and accept Carla Hubbard as Co-chairman. Motion passed.

More Bylaw Changes

Amy stated that there was a need to go through the bylaws for verbiage. Some areas of the bylaws are confusing either because of the wording or because we've out-grown them. We should work with Denise Boyd to make them more up-to-date.

Discussion followed. It was decided to have the Executive Committee meet to go through the bylaws and also to set up a Budget Committee. The Executive Committee consists of the Chairman (Marty Stones), the Chairman Elect (Carla Hubbard), the Pro-Tem (Jackie Francis), a County Commissioner (Richard Jiskra), and one other board member (Scott Bartels).

Marty requested that the Executive Committee meet to look at the bylaws by the next meeting with suggestions on any changes. He asked the rest of the board to also look through the bylaws for ideas on changes.

PROGRAM MANAGERS REPORT

Amy attended an Aging Partners training day and learned about dual screens and teleconferencing. She then attended a NASC conference in Lincoln with Bev Plihal.

On October 10 Amy and Laura will attend a SHIP update training to be ready for the Medicare open enrollment period from October 15 through December 7.

Wilber will host a SHIP open enrollment event at the Dvoracek Memorial Library on November 14 from 9-3 p.m. Appointments need to be made through SCAS.

Amy used SHIP's power point slides to make a presentation on Medicare and retirement, which she presented to the Saline County employees.

She has made a written request for a new UPT machine for the office.

The budget was approved by the County Commissioners on October 16th. Amy apologized for misunderstanding the date by which she needed to amend the budget for approval.

COMMITTEE REPORTS

Areawide council report:

Kathy Stokebrand reported that the September meeting was canceled. The next one will be in October.

AARP--no report

Budget committee--no report

PARTNER REPORTS

DeWitt Senior Center:

Bev Plihal, Manager, reported that the contract with the café for the congregate meals will hold the cost of the meals to \$4.00 for another six months.

She will be meeting with city auditors about the sales tax that is owed on the wreaths and bricks they've sold as a fundraiser.

September is Senior Center month. There will be a Harvest Fall Festival in October.

Shirley Synovec spoke at a Wednesday dinner on the North Platte Canteen and its role to soldiers during the World War, and a lawyer come to speak to the diners on wills and trusts.

Saline County Area Transit (SCAT):

SCAT's new building had its footings and floor poured and the walls constructed. They are presently working on the interior walls.

Lila Pribyl moved and Dorthy Bartels seconded to adjourn the meeting.

The next meeting will be October 27 at the County Extension office at 2 PM with Western hosting.

Respectfully submitted,

Laura Mackeprang,
SCAS Program Assistant

**Saline County Aging Services Board Meeting
October 27, 2014
Saline County Extension office, Western Hosting**

Chairman Marty Stones called the meeting to order. Roll call showed 13 members present, constituting a quorum. Marty explained Program Manager Amy Hansen's absence.

Birthdays and anniversaries for November, December and January were recognized.

There was a correction to September 2014's minutes concerning the cost of the DeWitt Senior Center congregate meals. It should read: *"Bev Plihal, Manager, reported that the contract with the café for the congregate meals will hold the cost of the meals to \$4.50 for another six months."* Bonnie Schoenbeck moved and Dorthy Bartels seconded the motion to accept the minutes as amended. Motion carried.

OLD BUSINESS

Marty, Amy, and Carla Hubbard met with the County Commissioners to discuss amending the budget. Though it was not possible to do so at this late date, they found a way to work with the budget so that SCAS could fix needed items.

Richard said that with the courthouse renovation, the County Attorney's office may be moved to the courthouse. If this happens, perhaps SCAS could have office space at the County Extension building. Richard warned that this is still in the planning stages and is a couple of years down the road.

There will be a need for formalized discussion on the food pantry, especially if the SCAS office is moved.

MaryAnn Reiss's term is up. She is not renewing due to her husband's health. Alred Lisec agreed to become an associate member, since he could not guarantee attendance at the meetings. The board was glad he will stay on. The board needs a community representative from Crete, Swanton, and Wilber. Some names that were suggested were MaryAnn Pesek, Pat Schwisow, Barb Vales, and Mary Keller.

SCAS is waiting for a second estimate on the roof. Richard said that many county roofs are not repaired yet from the hail. As long as it's not leaking, there isn't a big hurry.

NEW BUSINESS

The executive meeting to discuss bylaw changes was canceled. Any ideas on changes can be sent to Amy and Laura.

PROGRAM MANAGERS REPORT

There was no Program Manager's report in Amy's absence. Laura reported that Medicare D continues through December 7. The staff is working hard doing comparisons.

COMMITTEE REPORTS

Areawide: Kathy Stokebrand reported that Cynthia Brammeier, Administrator of the State Unit on Aging, knows the history and is determined to get the unit on aging up to snuff asap. Money was lost because they were not in compliance. State Long-Term Care Ombudsman is Penny Clark. There will be mediation and strategic planning for the State Unit on Aging. They are looking for ways to enhance the budget because federal money is not there, especially from previously cut funds. The next meeting will be in March.

ADJOURNMENT

The meeting was adjourned. Next meeting will be January 26, 2015, at 2 p.m.

Respectfully submitted,

Laura Mackeprang, Program Assistant
Saline County Aging Services

Saline County Aging Services Board Meeting
Monday, January 26, 2015
Dvoracek Memorial Library, Wilber Hosting

Chairman Marty Stones called the meeting to order. Roll call showed 12 members present, constituting a quorum. Also present were Denise Boyd and Trudy Kubicek, Aging Partners; Stephanie Krivohlavek, Saline County Commissioner; and Leonard and Kathy Sand, guests.

There was a correction to October 2014's minutes concerning the cost of the DeWitt Senior Center congregate meals. It should read: *"Bev Plihal, Manager, reported that the contract with the café for the congregate meals will hold the cost of the meals to \$6.00 for another six months."*

Other corrections to the October 2014 minutes are:

--Add to the Program Manager's Report: *"Amy and Laura attended the fall SHIP training, in preparation for Medicare D open enrollment."*

--In Old Business, in the paragraph concerning terms and board representatives needed, change the last sentence to read: *"Some names that were suggested were MaryAnn Pesek, Pat Schwisow, Barb Vales, Mary Keller, Mary Krull, and Leonard and Kathy Sand."*

--Under the Areawide Committee Report add: *"Marty Stones is willing to be appointed a member of the Areawide Advisory Council. He will attend their next meeting."*

Lorene Horky moved and Kathryn Bolton seconded the motion to accept the minutes as amended. Motion carried.

Birthdays and anniversaries for February were recognized. Stephanie Krivohlavek, Saline County Commissioner and our new liaison, was introduced. She told the board about herself. The board introduced themselves to her.

William (Bill) Wenz, former County Commissioner and board member, was remembered by the board. He will be missed.

Because of the minutes had so many corrections, and because of the convoluted discussions and backtracking that occurs at some meetings, it was decided that Amy would purchase a device to record the minutes of the meetings.

Marty Stones, Chairman, would like an action list made, so that actions needed to be done get done and for continuity or closure.

Kathy Stokebrand said that help is needed with food pantry issues. It is taking up staff time. Carla Hubbard asked Amy what she needed and how could the board help. Amy will think on it.

OLD BUSINESS

There was discussion concerning the bylaws. Part of the discussion centered on the confusion of role of the county, the advisory board, and Aging Partners (AP) as pertaining to Saline County Aging Services (SCAS).

Denise Boyd explained that an organization needs a method of managing money, pay bills, etc. and this is done by either creating a conduit, which is expensive, or using an existing conduit. In 2007 Aging Partners worked hard with the County board to develop a plan whereby Saline Eldercare, now Saline County Aging Services, would come under Saline County instead of Blue Valley Community Action. The County facilitates (is a conduit for) the money SCAS receives from AP. Saline County is the staffs' employer. The SCAS Advisory Board recommends to the County, but can't fire or hire, etc. Aging Partners agrees on a budget, etc. The County can opt out of this contract.

Because of the interrelationship of SCAS, Saline County, and AP, the SCAS bylaws are not reflecting their current situation. Therefore, it was decided to table the bylaw discussion until an executive board meeting is held. Kathy Stokebrand moved and Carla Hubbard seconded the motion for the executive board to meet to discuss the bylaws and to clarify County/Staff roles and to review procedures. Motion carried.

NEW BUSINESS

Annual Direct Service Waiver Request:

Denise Boyd explained that nationally Area Agencies on Aging are barred from providing services directly. Due to geography and population, however, our AAA, Aging Partners, needs to ask permission to give direct services, which in Saline County would be in home services, casework, etc. Marty Stones, Chairman, signed the annual 'Direct Service Waiver Request' so that direct services could be provided.

The Volunteer Luncheon will be held in lieu of a meeting on Monday, April 27, 2015, at the County Extension Office at noon. Board members will be asked to sign up at a future meeting to bring their choice of side dish or dessert.

Marty asked if the minutes of the meetings could be sent out sooner. It was decided that they would be sent out by the next Monday after the meeting.

PROGRAM MANAGERS REPORT

Budget

Amy Hansen reported that we are at 50% of our budget as of December 2014.

UPT

Amy passed out a report showing the units of service at SCAS during the second quarter. The 'units' recorded are needed to show our work to AP for funding purposes. Amy stated that she is trying to get her unduplicated count clearer.

Amy reported that Aging Partners found funds to pay for a new kiosk for the office. The old unit the office had not been working well. This larger touch screen kiosk is a big hit with the clients. They enjoy using it much more, and we are able to enter them even if they forget their UPT card, which saves us entering them later.

Medicare D Open Enrollment

Amy reported that SCAS did 121 comparisons during open enrollment, saving the citizens of Saline County over \$92,000. Trudy Kubicek reported that she did comparisons for 33 clients, saving them \$18,112.00.

Amy also reported that SCAS hosted a SHIP open enrollment event to lessen the SCAS open enrollment workload. They saw an additional 37 people for us. Our clients were overall very pleased with the service they received. However, we were very disappointed that not all of the event volunteers gave us copies of the comparisons they did. We are also missing a number of Personal Information Worksheet's from the event. These two pieces of information are necessary for our record keeping for each client's Medicare D comparison. If our clients have questions or issues about their Medicare D after the enrollment event, they generally contact us not Lincoln. Without the proper copies of the paperwork, we have to rerun their comparisons to answer their questions and/or resolve an issue.

SHIP requires SCAS staff, who are SHIP volunteers, to keep good records. We would like the same courtesy, because the information on the number of clients served and the savings provided is given to the County Commissioners.

Amy wasn't sure if they would host an event again next year, using SHIP volunteers, considering the problems with record keeping. Trudy wondered how we would be able to handle the extra comparisons without an event. Amy felt that we could do our own events, not just host them, so we would have more control.

Newsletter

Amy passed out copies of a draft of a newsletter she is working on. She plans to have it published either quarterly or every other month.

Marty wondered why she was spending time on a newsletter. He worried, too, about the cost and difficulty of distributing it. Amy explained that the newsletter was a goal in the work plan she has to submit to AP every year. Amy explained that the newsletter would give her more units. She will be able to count them as outreach units, as caregiver units (because there will be an article for caregivers in it), and as nutrition units (because they will have a nutrition

article in it). Increasing and maintaining the number of units—increasing services to our seniors--is how we get our funding.

Right now she is planning on passing them out with the meat packages, having the board members pass them out in their communities, and then eventually mail or email them out, and even put them on websites. She would like to include local gatherings and happenings from around the county and asked the board members to let her know of any event they would like to see listed. The event doesn't have to be strictly for seniors, but priority will be given to those items.

Friendly Visitors

Amy passed out a newspaper blurb and announced that she is ready to restart the Friendly Visitors program when she gets back from medical leave.

New Hire

Amy said that she will have a tentative "job description" to Denise before she leaves and is looking to hire someone when she gets back.

COMMITTEE REPORTS

Areawide Council Report

Kathy Stokebrand reported that the next meeting will be February 26, 2015, which she will attend.

AARP

Trudy Kubicek was able to hear Mark Intermill speak on the legislative bills that AARP is watching. She passed out a sheet listing those bills. Due to time constraints, she will give us a summary of the bills at the next meeting.

Budget

Amy will need to get a budget to Aging Partners in April. Denise said that this is a tentative budget for AP. The County needs the budget by September.

The budget committee will need to meet soon. It consists of the Chairman (Marty Stones), a County Commissioner (Stephanie Krivohlavek), the Program Manager (Amy Hansen), and two to four more members. Marty would like Carla Hubbard, Co-Chairman, to be on the committee, since she will be the next Chairman.

ADJOURNMENT

The meeting was adjourned. Next meeting will be February 23, 2015, at 2 p.m. with Crete hosting. Trudy offered to contact the Saline County Extension office to reserve the meeting room for that date and for April (volunteer luncheon), May and June's meetings.

Respectfully submitted,

Laura Mackeprang, Program Assistant
Saline County Aging Services

ACTION LIST

- Marty will schedule an Executive Board Meeting to discuss bylaws.
- Trudy will reserve County Extension Office meeting room for meetings in April, May & June.
- Amy will get recording devise for meetings.
- Budget committee needs to meet.

Saline County Aging Services Board Meeting
Monday, February 23, 2015
Saline County Extension Office, Crete hosting

Co-Chairman Carla Hubbard called the meeting to order in Marty Stones' absence. Roll call showed 9 members present, constituting a quorum. Also present were Denise Boyd and Trudy Kubicek, Aging Partners; Stephanie Krivohlavek, Saline County Commissioner; and Leonard Sand, guest.

Bev Plihal moved and Kathryn Bolton seconded the motion, that the January, 27, 2015, minutes be approved as dispersed. Motion carried.

March birthdays and anniversaries were remembered.

The minutes were recorded digitally.

The County Extension meeting room is saved for our volunteer luncheon on April 27.

OLD BUSINESS

Carla reported on their meeting with the County Commissioners. She, Marty Stones, Jackie Francis, and Amy Hansen met with the commissions to receive clarification of the roles of the board, the county and Aging Partners. She reported they went through SCAS's bylaws and that

- insurance for SCAS staff be funded through Aging Partners.
- SCAS board would make recommendations and performance appraisals for staff members.
- SCAS board would recommend salary adjustments and COLA's for the staff.
- SCAS board would recommend positions. The commissioners suggested advertising for staff positions.
- SCAS board would fill vacancies for their board with commissioners' approval. The commissioners would like any new vacancies filled by next fiscal year.
- SCAS budgets would need final approval by the County Commissioners. The budget is due by April 1 to Aging Partners. The county wants it prior to April 15th. Then the state needs it by July 15th.
- SCAS would provide budget reports to the commissioners. Aging Partners gives a report annually.

Carla also reported that

- the reason the SCAS's roof has not yet been repaired is because the bids were extremely varied and all are not in yet.
- Bruce Filipi will help choose a used van for SCAS to purchase this spring.
- Amy is not an appointed employee. She is a department head. Her job ceases if there is no funding for her position. She is allowed to work from home.
- the County Commissioners do not want to govern SCAS.

--Marty was thinking of changing the frequency of the meetings, having the executive committee meet more often and the regular board less often.

After the meeting, Marvin Kohout stated that they were adjusting to the SCAS staff being county employees. The commissioners and Tad Eickman will be looking into the insurance issue for the staff. Carla felt it was a good meeting.

There are three Community Representative openings on the SCAS board, one each from Crete, Swanton, and Wilber. Lorene Horky agreed to move from 'Community Representative at Large' to 'Community Representative'.

The bylaws state that we can have nine 'Community Representatives at Large' members. We have two. Kathy Stokebrand suggested filling the community reps first. She suggested using the list from the minutes: Mary Keller and Mary Krull from Wilber; MaryAnn Pesek, Pat Schwisow, and Barb Vales from Swanton.

Leonard Sand is willing to be on the board; he said his wife declined. He will write up a short biography for the commissioners.

Bev Plihal said that Elaine Erdmann is coming back and will be staying at the Villa in Beatrice for a while before she moves home. So she may soon be able to come to the meetings again.

The SCAS budget committee will be meeting.

NEW BUSINESS

Carla reported that Marty was considering a possible new meeting format, with the regular board meeting quarterly and the executive board meeting monthly.

PROGRAM MANAGERS REPORT

Laura Mackeprang, Program Assistant, reported that Amy got through surgery just fine and is now recuperating from home.

Laura also reported that she has started doing Homestead Exemptions in the office. Homestead Exemption runs from February 1 through June. It is a way for those 65 years and/or disabled to get tax relief on their homes.

There is a new exemption for those who are 'developmentally disabled', but the County Assessor's office was not told how that is defined.

Laura was also told that everyone must fill out a certification of disability this year, even if they are on file as being disabled.

They are to fill out the top part of the form, sign at the bottom, and, if they are a Veteran, have the VA sign it; if they believe they have a developmental disability, then DHHS needs to sign it; all other physical disabilities need to be signed by their doctor. Then those entities (the VA, DHHS, the doctor) will need to mail it to the County Assessor's office. The Assessor's office will NOT accept the Certification of Disability from anyone else.

Homestead Exemption is a program for those 65 years of age as of January 1, or those disabled, to receive an exemption of 10-100% off the taxes on their home. Income and the value of the homestead are the qualifying factors. It is necessary to file an application every year to get the exemption.

COMMITTEE REPORTS

DeWitt Senior Center

The center's March calendar is out. The Wednesdays' programs will be on antiques, about the presidents' wives, a St. Patrick's Day celebration, and a travelogue on Australia. They will have a Spring Fling featuring a Baked Potato Feed in the evening on Friday, March 20th, with Richard Schmit from Western entertaining.

The center is also meeting once a month at the Quik Shop in the a.m. In February they had breakfast pizza. They will meet March 30th for cinnamon rolls. In the summer they have ice cream or root beer floats.

Bev will be working on the Center's budget.

Areawide Council Report

Kathy Stokebrand reported she is still waiting to attend the next meeting, which will be February 26, 2015. She said that the agenda includes monitoring visits, Medicare patrol, ombudsman activities, Aging Partner's 5 year plan, legislative updates, the official direct service waiver, and the launching of Aging Partner's newly revised website.

She said Marty will not be able to attend as planned, but he is still interested in getting involved.

AARP

Trudy Kubicek heard Mark Intermill report on the legislative bills that AARP is watching. She went over some of the bills of interest:

--LB320--Aging and Disability Resource Center Act. The spending on this has been the same for the past 12 years. Nebraska is ranked 51st in the nation on this, so there is a need to beef up services to meet demands. It is for all ages and the staff helps with applications for

services and benefits. This keeps the cost of care down so people can stay in their home longer. They are working with the Caregivers Coalition, who wants an outlet to get more information.

--LB470—Caregiver Tax Credit Bill. This is like the Federal Child Care Credit. It will be helpful to use credits for respite for caregivers--to get a break from care giving.

--LB50—This bill would eliminate optional Medicaid services. AARP is strongly opposing this bill. It would eliminate help with prescription drugs and the Medicaid Waiver program, and take away some personal care aides.

AARP is going to use the opportunity to educate the legislators on how these programs can help stabilize a client at home and keep them at home longer and for a lot less expense than going to a nursing home.

--LB405—Alzheimers Disease and Related Disorders Advisory Workgroup. Nebraska is one of the few states that has no plan in place. They will look at the cost of facilities, increasing staff level, and caregiver support.

--LB493—Healthy & Safe Family & Workplace. This will address caregivers' concerns about getting parents and children to medical appointments.

--LB472—Medicaid Redesign Act. Two professors from the University of Kearney are looking at the economic side of Medicaid expansion and what it would do.

Trudy also reported that Mark did not talk about LR400—AccessNE. She said that this is a special investigative committee with a 140 page report on the Medicaid issues. Trudy's supervisor, Joyce Kubicek, testified on it.

There are still Medicaid issues, the latest problem being verification letters that were lost in the mail.

SCAT

Carol Fictum reported that Saline County Area Transit will have a Soup Luncheon on Saturday, March 7, from 11 AM-1 PM, at the Western Legion building. They will serve soup, sandwiches, and dessert for a free will donation.

Other

A round of applause was given to Trudy Kubicek for generously hosting the meeting.

Bev Plihal said she saw the Friendly Visitors article in the paper. She would like the forms for clients and volunteers as she has had people ask her about it. Laura will send the forms to Bev.

A signup sheet to bring salad or dessert for the volunteer luncheon was passed out. Laura said she would bring it to the meeting next month, too, for those who weren't sure what they wanted to bring.

The County Extension office was reserved for April's volunteer luncheon. The Extension office will reserve meeting room only one month in advance. Those hosting board meetings

can make arrangements with the extension office to reserve the room. If they want Laura to do it, they need to let her know. Laura will call in April to reserve the room for May's meeting.

ADJOURNMENT

Bonnie Schoenbeck moved to adjourn the meeting. Next meeting will be March 23, 2015, at 2 p.m. at the DeWitt Senior Center with Dewitt hosting.

Respectfully submitted,

Laura Mackeprang, Program Assistant
Saline County Aging Services

ACTION LIST

- Marty will schedule an Executive Board Meeting to discuss bylaws.
- Budget committee needs to meet.
- Laura to reserve the Extension Office for the May meeting.

Saline County Aging Services Board Meeting
Monday, March 23, 2015
DeWitt Senior Center, DeWitt hosting

The minutes were digitally recorded.

Marty Stones called the meeting to order. Roll call showed 11 members present, constituting a quorum. Also present were Denise Boyd and Trudy Kubicek, Aging Partners; and Stephanie Krivohlavek, Saline County Commissioner.

Clarifications to the minutes are as follows:

--Marty reported that the County Commissioners did not state that Amy's job would cease if the funding goes away. She would not be given another county job if funds became unavailable. If funding is ever cut, SCAS would scale back and make do. They would operate with whatever funds were available at the time. Her job is not tied to a grant, where if funding is not available, the job would cease.

Lorene Horky moved and Kathy Stokebrand seconded the motion to delete the part in the minutes that stated that Amy's job would cease if funding was cut. The motion carried.

--Stephanie Krivohlavek clarified that the county needs the budget by July 15th. Amy pointed out that the budget is needed by Aging Partners mid-March for them to meet the State Unit on Aging deadline April 1.

Kathy Stokebrand moved and Richard Jiskra seconded the motion to amend the minutes to read as follows: The budget is due April 1 to Aging Partners and the county's budget is due July 15. The motion carried.

--Amy requested clarification in the minutes under "Old Business" concerning the SCAS board recommending salary adjustments and COLA's for the staff. COLA is not something that can be affected by the SCAS board; it is a given. Discussion followed.

Kathy Stokebrand moved and Kathryn Bolton seconded the motion that the minutes read "—SCAS board would recommend salary adjustments for the staff", striking the words "and COLA" from the minutes.

Richard Jiskra moved and Carol Fictum seconded the motion that the minutes be approved as amended. The motion carried.

Introductions:

April and May birthdays and anniversaries were recognized.
Laura read a thank you card received from Amy Hansen.

Action List Review:

Executive meeting for bylaws: The original meeting was combined with a meeting with the County Commissioners over the bylaws.

Lorene Horky mentioned that the bylaws state the Chairman will serve one year. Marty stated that he is just starting to get a good feel for the job now, and he will be leaving in June. The idea is that with the Co-Chairman being involved this year, she will be able to step into the job in June better prepared for the job.

The budget committee still needs to meet.

Laura was to reserve the meeting room at the County Extension office for May, but she reported that they only reserve the room one month ahead. Laura will call to reserve the meeting room *only* if whoever is hosting asks her to.

Marty also stated that

- the commissioners gave him a copy of the form used by the County to evaluate the SCAS staff's performance. This is to be done annually by the executive board and submitted to them in November/December.

- SCAS may submit nominations of board members to the commissioners for approval as needed throughout the year (as opposed to waiting and submitting them all once a year.)

- according to the SCAS bylaws, active standing committees need to submit an annual written report to the County Commissioners. He stated if he committees have activity throughout the year, it should be reported with the annual SCAS report submitted by June 30th of each year.

- he would like to have an annual calendar of events for board members, so each month's items would be available so that nothing important would be forgotten or missed at the meetings.

OLD BUSINESS**On the Community Representatives needed:**

The SCAS board is lacking one Swanton and one Wilber Community Representative. Kathy Stokebrand reported that they had talked to Pat Schwisow about becoming a board member to fill the Swanton position.

Discussion on the status of board members Elaine Erdmann and Richard Jiskra ensued. Both are living in Beatrice, temporarily at this time, but still have homes in Saline County with interest and ties here. Kathy Stokebrand moved that Pat Schwisow be asked to attend a meeting and, if she agrees, to ask the commissioners to approve her as a board member and to keep Elaine and Richard's status on the board intact for now. Carol seconded the motion. Motion carried.

Marty will recommend Leonard (Len) Sand to the commissioners as a member of the SCAS

board. Stephanie Krivohlavek is willing to take the recommendation to the commissioners.

Amy will recommend to the commissioners that Marty Stones be appointed to represent Saline County on Aging Partners' Area Wide Advisory Council.

Job description:

Marty reviewed the history: He stated that because of the excess funding that we received, Amy wanted to get a new van, hire someone, and fix the office. It was approved in the August 2014 meeting to do these things. Fixing the office was put on hold, because the commissioners were considering moving SCAS to another location.

Amy has written a job description for the new position she would like to add. It has been given to Denise and Marty for them to look over. Once that is finalized, she will have the go ahead to begin the hiring process.

Amy stated that the new position is tentatively called the 'community outreach and volunteer coordinator'. They would schedule and conduct presentations on a variety of topics relevant to SCAS, develop public education and informational materials, help with newsletters, websites, etc., and recruit and work with volunteers, and other duties as assigned.

Denise said that additional funding was given out by Aging Partners, so they expect additional services to be provided. This can be done without a senior center. A new person would be able to do education and informational classes anywhere.

Amy felt we would be remiss not to take advantage of the opportunity to grow the programs. Otherwise, as the population ages, we won't be able to serve them. When looking at unduplicated numbers, SCAS, with only one senior center, is second only to Lancaster County, who has a dozen senior centers. We are seeing the people, so we need to support them with the programs they need.

New car:

Amy has not yet started looking for a new van. She is hoping the van will be fine until the new fiscal year, so we don't have to borrow from the County. The money for it is in the budget. The Commissioners and SCAS Board have recommended that she talk to Bruce Filipi to see if he can use his resources to help, or make himself available to check out a possible purchase for soundness.

Roof:

Amy felt that there had been some confusion over the roof repair and why SCAS would be asked to pay an additional \$10,000. Stephanie stated that the insurance company disliked the membrane roof on the building and wanted to replace it. That would cost an addition \$10,000, which SCAS would be obligated for. Since the commissioners were unsure of the fate of the building at 109 W 3rd, they declined to do so, instead opting to keep the same roof, which NIRMA would replace completely at their own cost.

Office redo:

There are some privacy issues due to lack of proper office space. Plans to remodel were postponed pending the commissioners' decision on moving SCAS to another location. At this time, there are adequate funds in building and maintenance budget to address a few items. Her first priority will be to have the bathroom become ADA compliant, as SCAS won't be moving for the time being.

NEW BUSINESS**Meeting frequency:**

Marty brought up the following items that were discussed:

- more executive committee meetings; fewer full board meetings
- packet for board members
- annual calendar of events

Our bylaws state that the full board must meet at least quarterly. It also states that the executive and budget committees are standing committees and can meet as needed.

It was decided that

- the full board will meet quarterly: In June (at the end of the fiscal year) is required by the bylaws for election of officers; in September; in December, but earlier in the month; and in March. April will be the Volunteer Luncheon month. Since no business is conducted at this event, it will be considered a special gathering.
- the executive committee will meet during the other months as needed.
- Laura will make a list of the new meeting schedule.

PROGRAM MANAGERS REPORT

Amy explained that Aging Partners receives funding from the State Unit on Aging (SUA), some of which is funneled to the counties. In turn, AP must turn in an Areawide Plan, which lays out exactly what services will be provided with the funding, where the funds will go, etc. Since SCAS both receives some of the funding and provides services with it, they are included in Aging Partners' Areawide plan. Amy's work plan gets submitted to AP and combined with the work plan AP submits to the state.

Amy explained that in this work plan she has to prioritize services, project numbers, explain her plan to achieve the goals and budget for it. Amy has completed all of her work for the area wide plan.

Laura is helping clients fill out their Homestead Exemption forms.

SCAS has started taking names for Farmers' Market Coupons. FMC will be given out first come, first served unless demand outweighs supply. If that happens, they may have to be given out lottery style.

Amy contacted the Alzheimer's Foundation about becoming a screening site. Screening is actually done on the pc. She is looking into starting a caregiver support group and pondering a caregivers retreat.

Amy received an email from Public Health Solutions about retraining for Tai Chi in April. PHS is willing to pay for Amy's training. Amy will attend in April.

Amy is organizing the volunteer luncheon. She is trying to become approved to be an agency allowed to give their volunteers the presidential service awards. One of our volunteers has already met the lifetime award requirements, and the other will next year.

Marty asked if it was possible to get a group license to do the brain game, Lumosity, online. It would give access to seniors to help them stay sharp. Amy would love to do brain health and it was written into her last work plan. The Alzheimer's screening will hopefully be the first step in meeting that goal. Amy said that she hadn't thought of a corporate license, and will look into it.

COMMITTEE REPORTS

DeWitt Senior Center

Bev Plihal reported that they had their Spring Fling and Baked Potato Feed on Friday night with entertainment. They had a fairly good response.

They had a workday making bricks and wreaths for their fundraiser in May.

She continues to get speakers for the Wednesday meals. The next speaker is going to talk on Australia. In April Aging Partners will be coming to do a senior fitness test. Bev strives for a variety of programs, getting in a few educational among the entertainment ones.

April is Volunteer Recognition month.

Areawide Council Report

Kathy Stokebrand stated they had a meeting last month. They had the hearing and presentations.

This coming Thursday's meeting will cover 5 year plan by June Pederson, legislative update, and the annual report on the *Living Well* magazine, report of state's monitoring of the agencies, nutrition by Denise Boyd, and then they will share ideas from the counties.

April 22 she will attend advisory committee meeting for the Unit on Aging in Kearney. They will be going over the bylaws for the DHHS Division of Medicaid & Long-term Care Unit on Aging and will bring back ideas from that meeting.

In the packets, Kathy stated she would like the following things: Bylaws, Amy's work plan for the year, our area work plan from Lincoln, budget, roster of members, a list of meetings, summaries

of activities Amy's planning for the fiscal year, more statistics of your activities—the number of people you are reaching—and what you are doing in the rest of the county.

Others added history of SCAS, calendar for the year of deadlines to meet, etc., and the annual report to the county commissioners.

Carol Fictum and Lorene Horky will be putting together a master packet by the April Volunteer Luncheon date. The executive committee will meet one hour before the luncheon to look through the packet.

AARP

Trudy Kubicek reported that Legislative Resolution LR33 did pass. They will continue the investigation of AcessNebraska started with LR 400. Hopefully they will continue to improve the Medicaid system.

Scott added that they have been approached by senators serving on that committee and were requested by them to submit some of the issues SCAT has been having with IntelliRide and the DHHS.

Budget Committee

Has not met, but will be meeting soon.

Saline County Area Transit

Scott had good turnout for soup luncheon in March. Scott thanked those who helped prepare and those who attended.

Last week SCAT moved into their new building. Everything isn't moved yet, but they are operating out of it. They will be having an open house date the date of which is to be announced.

NDOR's Appropriations committee held its public hearing for NDOR's budget. Scott testified at the hearing, advocating for additional public transit funding out of the NDOR budget.

Scott is president of NATP (Nebraska Association of Transportation Providers). Gov. Ricketts proclaimed April 6-10 as Public Transit Week. In conjunction with this Scott wants to host several events during the week to promote public transportation and benefit the communities, too. One event that Scott wants to do is a customer appreciation with a tie-in to a food pantry benefit with a "stuff the (SCAT) bus" at Food Mesto in Wilber and Foodmart in Crete.

ADJOURNMENT

Lorene Horky moved and Scott Bartels seconded the motion to adjourn. Motion carried.

Respectfully submitted,

Laura Mackeprang, Program Assistant
Saline County Aging Services

ACTION LIST

- Budget committee needs to meet.
- Food Pantry
- New Hire
- Office Redo
- Amy will check with Bruce Filipi on the procedure to locate and purchase a new van.
- Laura is to reserve the Extension Office for the May meeting.
- Marty will recommend to the County Commissioners to approve Len Sand as a board member.
- Amy will recommend to the County Commissioners Marty Stones as county representative to Aging Partners' Areawide Advisory Council.
- Pat Schwisow is to be invited to attend a board meeting.
- Carol Fictum and Lorene Horky will put together a master copy of the items to be in the board members' packet and have it ready for the Executive Committee by their April 27 meeting.
- Executive Committee will meet at 11 a.m. on April 27, before the Volunteer Luncheon.
- Laura will make a list of the new meeting dates.

Saline County Aging Services Board Meeting
Monday, June 22, 2015, 1:30 p.m.
Saline County Extension Office
Dorchester & Friend hosting

The minutes were digitally recorded.

Marty Stones called the meeting to order. Roll call showed 11 members present, constituting a quorum. Also present were Amy Hansen, Director, Laura Mackeprang, Data/Office Manager, Trudy Kubicek, Aging Partners; Stephanie Krivohlavek, Saline County Commissioner; and guest Pat Schwisow.

Pat Schwisow is a possible board member. She may be a board member for Swanton. She lives between Western and Swanton, though she has a Western address. Birthdays and anniversaries were acknowledged.

The minutes of the executive and budget committees were given to the full board members to keep the full board informed. Marty would like all the minutes of full board and executive and budget minutes be sent two weeks before the full board meetings.

Richard Jiskra moved and Kathryn Bolton seconded the motion that the March 2015 full board minutes be approved as dispersed. The motion carried. (8.15)

ACTION LIST REVIEW

Ownership of SCAS building

Stephanie Krivohlavek reported that the county commissioners approved on May 26, 2009 that the county will accept the (Saline Eldercare) building as Eldercare can't. Eldercare will pay all repairs and maintenance fees in lieu of rent. If the building should ever be sold, Eldercare would receive all the proceeds from the sale.

Amy reported that the May 18 board minutes stated the same thing. The county purchased it for a \$1.00. She passed out a paper on this for the boards' notebooks. (10.30)

Total Packet for new hire

Amy was to figure out the total benefits for the new hire. She reported that she figured it out and it's in the budget. (10.40)

Luminosity

Amy checked with Martha Hakenkamp to see if we would be able to capture clients' use of Luminosity in their homes, through an account with SCAS. Martha said that in order to count as units, the activity would have to be done at a center or other congregate setting.

So the option would be to have a computer for clients use at the office.

Carla Hubbard

Carla's mother has cancer and she is the primary caregiver. Amy told Carla that they could make Marty stay as Chairman to make the term two years. Amy said she really wanted her to stay on the board, but Carla didn't feel prepared to take on the Chairman position. The feeling Amy got from the conversation was that she would not be able to do any office at this time. (15.40)

Letters to Pastors

Amy did send a letter to the pastors concerning the food pantry and did get some response.

New Vehicle

Bruce Filipi said that he would watch for a vehicle in Amy's budget limit. Amy was able to talk to Bruce later. He has two sources, one for newer vehicles and an auction. She asked if he would be willing to look at any vehicle that we may find. He said he would be glad to get a mechanic to look at any potential vehicles.

Stephanie said that Bruce is not actively involved in this process, but made aware of when auctions occur. She suggested we start looking at our own. Amy agreed. Richard suggested Kohl's in York. Amy would like to get a vehicle that has seats that fold down and under, so that they would not have to be taken out and put back continually. (19.40)

Meeting schedule

Laura had sent out the meeting schedule for the rest of 2015.

Advisory Council

Kathy Stokebrand was to notify Marty when the next Advisory Council meeting was. She did, but he was unable to attend. Because of his schedule, he will start attending meetings in October. (20.12)

Notebooks for the board members

The new board members notebook/manual was passed out and quickly gone over to show everyone the highlights, what updated pages will be coming, and which pages the members will need to supply (their minutes, etc.) to keep their notebooks a living document. Amy suggested that the board keep information in their books for at least the fiscal year, which runs from July 1 to June 30th.

Marty thanked Carol Fictum and Lorene Horky for doing such a wonderful job compiling the notebooks. He said he wished he would have received one when he first came on board. (2:30)

Budget

Amy passed out the budget for approval. She stated that most items in the budget changed very little, but the few items that did change had large changes. Amy proceeded to explain the changes in the budget:

--She added a 2.2% increase in pay for the staff. This is standard for all county employees. Amy said that the executive committee agreed that Laura be give an additional 5% increase IF she has a favorable performance evaluation, due to the fact that her job duties have increased greatly, plus to make allowances for the increase in minimum wage and the new hire. The 5% was not included in the budget. The minimum wage goes up in January; the extra money would come out of miscellaneous. (8.03)

--The new hire was added for 30 hours a week at \$9.00/hr. which raises the payroll costs. There was a question on hiring someone at \$10.00/hr. Marty explained that Amy had been concerned that she could not find someone for \$9.00, but when Stephanie explained that the benefits are part of the package, it was decided to start with \$9, and revisit this if no one could be hired at that rate.

Both Amy and Laura stated that if it weren't for their husband's income, they would not be able to make it on their current pay. Amy stated that the insurance buyout does increase the hourly rate. A \$9.00/hr. job would increase to about \$11.47 if the buyout is taken. If it is not, they get yearly benefits of close to \$8,000.00. (12.50)

--The fuel costs went up, because the van is being driven more, but mileage stayed the same.

--The workshops and conferences were increased slightly to allow for training for the new hire. Laura has agreed to do Stepping On, a program on fall prevention.

--Under 'Other costs', renter's insurance will not have to be paid.

--Under 'Miscellaneous grants and special projects' Amy put the (new) vehicle and any office renovations to be done. She said it cost almost \$500.00 to update the bathroom to make it ADA compliant. (14.51)

--The number under 'office renovations' is high and slightly inflated. This is because Amy had to put under 'revenue' the total carryover to be able to keep the monies accessible. So she needed to show an expense to balance the budget. She is NOT committing herself to spend the entire amount.

Amy was asked if she would be willing to commit some of that money towards the new(er) vehicle. For \$7,000.00 more a newer vehicle could be obtained. The money in this category could be used for that, as it is flexible. (16.29)

--Under 'Program Expenses' she increased Tai Chi a little, since the new hire will be doing it. Amy decreased Friendly Visitors, because they stopped funding it. Amy reminded the board that the funds she received from Aging Partners need to be used.

Amy decreased Brain health, too. She wants to get Luminosity subscription and a couple of computers for use in the office with Luminosity. She also has some health funds that could be used. (17.31)

--'MJM license' is the license for the UPT machine. Last year we paid half of DeWitt's license as well as our own. This year Amy would like to fund all of DeWitt's. She said that we might not always be able to do so, but SCAS does benefit from DeWitt's numbers. The amount that would be used would be about two to three hundred dollars more. (19.19)

--Amy asked that the board not panic at the 'Total Expenses' amount. This includes the new staff to be hired and she had to do a money in/money out to balance the budget and show all our funds. It does NOT mean that she will use it. 19.37

Marty asked for a motion to accept the FY2016 budget. Lorene Horky moved and Bonnie Schoenbeck seconded the motion. Motion carried. The budget will get presented to the County Commissioners on the 30th of June. Aging Partners will also be down at this time to do a presentation with Amy to the Commissioners to request funding. (23.24)

By-Laws

Amy stated that she felt that the by-laws need to be reviewed. Discussion on appointing a by-law committee ensued. They will look at the by-laws to review them, bring up them up to date, and eliminate some of the out of date wording that is confusing.

Bev Plihal moved to appoint Scott Bartels, Richard Jiskra, and Len Sand to review the by-laws. Motion carried. They will report back on their progress at the September full board meeting. (30.46)

New Hire

Amy had 27 people interested in the position, eight of whom turned in applications. She interviewed four and has narrowed down it down to two applicants. Amy would like someone from the board to sit in on the second interviews. Jackie Francis offered to sit in on the second interview of these applicants.

County Fair Sign-up Sheet

SCAS's table at the county fair will be by the SCAT table. It will not be manned all the time, but literature will be left there. A sign-up sheet was passed around for board members to volunteer to man the SCAS table during the fair. The dates were Wednesday, July 15th for set up with Thursday the 16th (4-6 p.m.) and Friday the 17th (3-4 p.m.) for people to man the table. (44.45)

NEW BUSINESS

New Terms

Members whose terms were ending with the fiscal year (2015) were asked if they would like to serve for another two years (through 2017). (47.00)

Chairman/Co-chair Issue

The co-chair is supposed to take over now but Bev stated that Marty should stay on as Chairman

for another year. Discussion followed: The by-laws are vague in this area and there has been past instances of a chairman as serving more than one year. Marty is willing to stay another year, but doesn't want to stop someone who may want the position.

Bonnie Schoenbeck moved and Dorthy Bartels moved to have Marty stay as chairman for another term. Motion carried.

The co-chairman position will be tabled until it is known if Carla wants to continue as co-chairman or not. Lorene Horky said she would be interested in the Co-Chairman position if Carla can't and if no one else wants it. (52.34)

Appointees to the Committees

The Executive Committee is to consist of the Chairman, Co-chairman, Chair Pro tem, a County Commissioner and one other person, who has been Kathy Stokebrand. Until it is known what Carla wants to do, Jackie to be pro tem for a little longer.

The Budget Committee is to consist of the Chairman, a County Commissioner, the Program Director (Amy), plus two to four more board members, one of whom is Phyllis Svehla.

Assigning members to these committees was tabled for the next meeting. The board was asked to think about how to participate. (57.45)

PROGRAM MANAGERS REPORT

SCAS received 45 sets of Farmers' Market Coupons this year. We have four sets left. The USDA sets aside money for each state to be given to those who meet guidelines for coupons to be used at farmers' markets to buy locally grown fresh produce.

In July Amy will attend a Train the Trainer's class called Powerful Tools for Caregivers. She wants next year to be the year of the caregiver.

She renewed her Tai Chi certification.

She went to a meeting in Grand Island and where she represented the Cornhusker United Way. The topic was on fundraising and getting your information out there. She gleaned some good information.

COMMITTEE REPORTS

Areawide Council Report

No report.

AARP

Amy suggested removing this from the agenda. Historically, Bob Courtney was a member of the Advocacy Board for AARP, and regularly reported to the board. Since his passing, this is spot is vacant.

Budget Committee

Met at Executive Board meeting (since the Budget Committee consists of Executive Board plus Phyllis) to review, discuss and agree to present budget to full board.

DeWitt Senior Center

Bev Plihal reported on a couple of busy months. Due to heavy rains DeWitt was flooded. They helped people hook up with resources since the flooding of the town. They worked with the village and the Church of Christ. They received info on how to deal with people after the flood--depression, illness, etc.

They have a friendly visitor in DeWitt. It went very well. The client had to move to a nursing home because her home was flooded. Her volunteer will meet with her at the nursing home.

Flooding interfered with a day trip: they had many cancellations. It was a smaller group that went to Endicott to tour the brick factory. They ate in Gilead, and then went to see the world's largest swing in Hebron.

The Center is having trouble with the UPT machine. The swipe part that reads the cards is not working, but they are able to enter phone numbers in the machine. Bev is hoping the part to fix it will arrive soon.

The Senior Center was not bothered by the flood waters. That Wednesday of the flood, the center opened up and the noon meal was provided at no cost to consumers. They had 41 people at lunch, even though the free meal was not advertised. (1.07.35)

Saline County Area Transit

Carol Fictum reported that SCAT had an open house in their new transit building.

On Saturday, July 18, is pie and ice cream social in their new building.

SCAT will look into purchasing two new vehicles.

There will be no quilts raffled this year, but will have silent auction items instead. The pie and ice cream will be a free will donation. (1.09.20)

Other items

Amy thanked Bev for all her work in DeWitt. She went above and beyond during the flood.

Marty shared that Karen Morris has completed her training and is doing a program called "A Time to Heal". It is a 12 week holistic rehabilitation for cancer survivors and will be held at the Crete Area Medical Center this fall, starting September 3. Call Public Health Solutions to register. There is no cost to participate. (1.13.20)

Food Pantry report:

Amy had sent out a letter to the pastors of the food pantry here in Wilber to find out their intentions for the future of the Food Pantry.

Amy stated that there was a lot of confusion about who 'owns' the Food Pantry. She passed out a page from a presentation written by Sunny Kontor. It stated that the area churches and their pastors started the food pantry in 1991. Pastor Panning met with Amy. She said he was amenable to helping us do whatever we have to do. He would, however, like

to see the current emergency funds stay under control of a pastor in Wilber, and used for people in the Wilber Community as it was intended.

Amy feels that she offended to Pastor Lila. She sent an apology.

It was set up that Wilber's Pantry would serve the south half of the county, and Crete would serve the north half. But Amy is not sure what is happening at Blue Valley's pantry. They seem to be struggling.

Amy stated that

--most of SCAS's funding from Aging Services is to provide services to keep the elderly independent and in their homes. SCAS does not receive any funding to run the pantry, yet we have all of the overhead: space, freezers, volunteers, time.

--We can't apply for any grants because no 501(3)c has been set up for the food pantry.

--We are rapidly outgrowing our building. Why should we rent another building for programs when we have all the space the pantry takes up?

--The pantry is not really an Aging Services program, nor is it a county program.

--SCAS is so much more than a food pantry.

--There is a question about liability. If a volunteer gets hurt, it would be the county who would have to pay.

Pastor Panning said that he would not like us to just dump it on someone.

Marty would like to see if there is a better way; by pulling the right people together, and thinking outside the box, it may be possible to do a food pantry in a better way.

The pantry would be moved elsewhere. SCAS would still keep a smaller food pantry and the meat package program for our seniors. Mary Arter, Food Bank, said that it would fine to keep food for our seniors. Carol Fictum suggested that it be centrally located.

Marty thought the pantry needs to be a county wide solution. If you can pull in the main people and perhaps find someone to take the whole thing over.

Marty said that they should start the ground work to see if there is anyone interested in the food pantry before the next meeting. Lorene, Trudy, and Marty will start asking around in the Crete area.

What is wanted is someone who can take this project over, spearhead it, and give it the attention it needs. Amy volunteered to talk to Rick Nation, CEO of BVCA. (1.38.30)

ADJOURNMENT

Respectfully submitted,

Laura Mackeprang, Program Assistant
Saline County Aging Services

ACTION LIST

Laura will bring the newly updated board member list to the next full board meeting.

Amy will bring the Cover Sheets for the Board books to the next full board meeting.

The by-law committee will report at the next full board meeting.

Amy will find out if Carla will stay as co-chair for another 2 years or does she not want to?

Who wants to be on the budget committee?

Marty, Lorene, and Trudy will begin to seek out someone interested in doing the food pantry.

Amy will keep looking for vehicles

Marty will start attending Advisory Council meetings in October.

Lorene, Trudy, and Marty will start asking around in the Crete area for people interested in helping with the foot pantry.

Amy volunteered to talk to Rick Nation, CEO of BVCA, about the Crete Pantry.

Amy work on getting a USDA contract with the WCC for HDM.

**Saline County Aging Services Board Meeting
Monday, September 28, 2015, 2:00 p.m.
Saline County Extension Office
Swanton & Tobias hosting**

The minutes were digitally recorded.

Marty Stones called the meeting to order. Roll call showed 15 members present, constituting a quorum. Also present were SCAS staff members Amy Hansen, Director, Laura Mackeprang, Data/Office Manager, and Macey Moore, Outreach Coordinator. Also present were Trudy Kubicek and Denise Boyd, Aging Partners; Stephanie Krivohlavek, Saline County Commissioner; and guest Pat Schwisow.

Richard Jiskra moved and Bonnie Schoenbeck seconded the motion that the June 2015 full board minutes be approved as dispersed. The motion carried.

Marty Stones had originally asked that the executive committee meetings minutes be sent to the full board. Since what happens at the executive committee meetings will be presented to the full board, and to prevent confusion, he asked that the minutes of the executive committee be sent to just the executive committee members and not the full board. Marty stated that anyone wanting the minutes of the executive committee meetings can certainly have one. Scott Bartels commented that anything that happens at the executive committee is not actionable anyway. (3.17)

Birthdays and anniversaries were acknowledged. (7.30) Amy Hansen, Director, introduced Macey Moore, who was hired as Outreach Coordinator. Macey told the board a little about herself and answered questions. (12.25)

ACTION LIST REVIEW

Updated member list

Laura sent the list around for board members to update info, since Richard Jiskra is moving to Wilber, Elaine Erdmann is residing now permanently in Beatrice, and Pat Schwisow will be a new board member, pending approval from the County Commissioners.

Laura reported that Elaine said that she would be willing to be an associate member. Richard said he could still be a representative for Swanton since he owns land there. Amy said that she and Laura felt it was counterproductive to do the member list and then have to do it again. Kathy Stokebrand asked if a copy could be sent with the minutes. Laura will do so. (15.13)

Cover sheets for the board books

Amy did not have them, as she had technical issues in printing them out. She said that it is the

same thing as the cover of the annual report and that page could be used for the cover. (15.30)

Bylaw committee

The bylaw committee will report later in the meeting under old business, so this action is considered complete. (15.50)

Chair-elect/Carla Hubbard

Amy has not been able to get in touch with Carla to see whether she wants to be co-chair for another year or not. Phyllis Svehla inquired as to whether Carla had called Amy today, but she had not. Phyllis Then stated that she spoke with Carla, who indicated that she was going to call the office before the meeting.

Marty asked that this be kept on the action list as a couple of things (the committees and officers) depend on Carla's decision. (16.53)

Who wants to be on the budget committee?

Marty would like to finalize who will be on the committees so this will be clear. This will be discussed in a little while. (18.50)

Food pantry

Marty stated that he discussed the food pantry with his pastor, Jeff Hageman of UCC, in Crete. There are several points at issue:

- The food pantry serves an increasing number of younger people which is not SCAS's mission.
- Resources should be spent growing services and programs in line with SCAS's mission.

The question is whether there is a better way of serving all the people in the county.

Discussion followed with the following points made:

- The food pantry and SCAS are both growing. Amy's job is SCAS; the pantry is not, though Amy said that SCAS would still keep food on hand for the 60+ people that SCAS serves.
- The pantry at SCAS takes up half the total space. She could definitely use the room the pantry takes up in the back to grow SCAS services and programs.
- SCAS does expend a lot of their resources to manage a food pantry for Wilber and the south half of the county.
- There are many players in Saline County: Wilber's food pantry, Friend's food pantry, BVCA's food pantry, Food Net, Feed America program, Catholic Social Services, and Crete's ministerial group.
- Marty felt that getting the county food pantry stakeholders together to discuss the food pantry for the county. This would help educate each other to know what resources are out there. Maybe collectively they will be better able to serve Saline County as compared to individually.
- A core group of people is needed to get things started. He suggested getting the initial

players from Wilber and Crete, at least, to the first meeting plus anyone else who may be interested, to get it going.

- Marty said his pastor is willing to get a dialog going to see how this could go forward. He is willing to host the first meeting for initial talks.
- Amy stated that if someone wanted to do this right, someone could apply for grants, hire staff, etc., to be able to serve people not only with food, but with rent, gas, etc.
- Denise Boyd, Aging Partners, said that SCAS is unique. It is the only one of like agencies that offers material aides, like food. Other like agencies may offer medical equipment loaning, but most refer clients to other resources.
- Trudy stated that the elderly cannot stand in line outside, like with Food Net, so they will not participate in this kind of program.
- Amy stated that she talked with Rick Nation (BVCA). He is not interested in taking over our pantry, and she got the impression he questioning the continuation of their pantry.
- Amy also said that she talked with Rev. Panning and he is willing to help in any way, but wants only one thing--that the money raised in Wilber in their emergency assistance fund will stay here and be used in Wilber.
- Amy stated if it comes to moving the pantry, SCAS won't do it until it is in place and everyone's needs are met, so that no one falls through the cracks.
- Marty will connect Rev. Hageman with Amy to start the meeting/ dialog process. (43.30)

New Vehicle

Richard told us about a van. Bruce Filipi looked at it. There was confusion with the price, so Amy chose to drop the matter. Bruce will talk with his bid guy to look for one.

Amy had asked the executive committee about getting more money for a van. Originally she had planned on spending \$10,000.00. There is extra money in miscellaneous and it is available. Amy needs authorization to spend more for a vehicle. Amy asked the board to keep in mind that they promised the commissioners that they would appropriately spend down the excess funds that SCAS has.

Richard stated that \$10,000 would purchase a 2004 vehicle. Getting a newer one should be possible for \$20,000. Stephanie Krivohlavek stated that the Veterans Committee just ordered a new vehicle through the county/state and it cost around \$21,000 and change.

Scott Bartels stated that if we get a vehicle through the state, that they are often stripped down models, so please be sure you know what you are getting.

Ricard moved and Kathy seconded the motion to give Amy permission to spend up to \$21,000 for a newer vehicle. Scott stated that a new vehicle will also have warranty coverage that a used one would not. Stephanie suggested \$22,000, since the VA vehicle cost \$21,000 plus change. Motion carried with two nay votes. Stephanie would still like to see it up to \$22,000 to make sure the cost is covered. (55.30)

Advisory Council

The advisory meeting was postponed in September. Marty will not be able to attend the October meeting as currently scheduled, but that meeting date isn't finalized. They haven't had many meetings. He will attend the first one that he can. (56.25)

USDA contract for HDM with the WCC

The Home Delivered Meals (HDM) that the Wilber Care Center (WCC) serves does not have a contract as is required by the USDA. Denise Boyd stated it would start with a monitoring visit, which will need to be done soon. She asked if such a visit would upset the WCC. Amy didn't think it would upset their Dietary Supervisor, but she doesn't know the facility director so is unsure of how she will react. (58.00)

OLD BUSINESS

New board member

Pat Schwisow has worked in Swanton at post office for 49 ½ years. She knows Swanton inside and out. She has a Western address. Kathy Stokebrand moved and Carol Fictum seconded the motion that Pat Schwisow is presented to the board of commissioners for approval as a Swanton representative on the SCAS advisory board. Motion carried. (1.00.35)

Presentation of By-Laws

Marty thanked Len Sand, Richard Jiskra, and Scott Bartels for their work on updating the bylaws. There were a couple of things they wanted to bring to the board for approval.

Len stated that what they attempted to do was to modernize and clean up some of the language where it reflected the initial creation of the board. Len went through the bylaws explaining their changes. The board added additional corrections. ***Please see attached changes to the by-laws.*** (1.56.00)

The board had much discussion on the length of term of the Chairman and the consequences to the chair-elect. They wanted flexibility with the length of term and continuity of leadership. There was also discussion on whether to change the chair-elect to vice chair, and the consequences that would follow.

Reviewed bylaws with suggested changes will be sent out to the members for the next meeting. There was discussion as to what the Robert's Rules say about changing the bylaws. Amy said she would order a Robert's Rules book. (1.56.30)

NEW BUSINESS

Social Committee

This item was tabled until next time. (1.56.55)

Staff Performance and Appraisals

The executive committee will formulate the recommendation to the commissioners. Board members were directed to the forms in their book. If they would like give their input, they are to fill them out and return them to Marty. The executive committee's recommendation needs to be in by November. (1.59.50)

Handouts

Amy passed out last year's work plan and her new work plan for FY2016, which she said has not been finalized. It is 90% complete and isn't due until October 9. Amy also passed out a list of

the things she does as director. It is a snapshot of what she does and doesn't include telephone calls and walk-ins. (2.04.00)

The executive committee was scheduled to meet October 26. They were going to finalize the recommendation on staff performance for the commissioners at that time. The inputs can be given to any executive committee member. (2.06.50)

PARTNER REPORTS

DeWitt Senior Center

Bev Plihal reported that the DeWitt Senior Center is 25 years old. And it is Senior Center Month. They are celebrating by have breakfast from 8 a.m. to 9:30 a.m. tomorrow, September 29. They will be serving a breakfast casserole, cinnamon rolls, fruit, coffee and juice. Everyone is welcome.

Bev has just attended the Nebraska Senior Center Conference. She reported that it was excellent and learned good things.

A new Tai Chi program will start in October. She also said Macey spoke in front of their group and was excellent and encouraged anyone to invite her as a speaker. (2.08.15)

Saline County Area Transit

Scott Bartels reported that SCAT will be going to Yorkfest this year. Nothing is scheduled for Christmas season just yet, but is planning on doing a Christmas trip this year.

He reported that they are enjoying their new building, especially every time it rains. (2.09.30)

OTHER ITEMS

Amy asked if we are supposed to be adhering to open meeting rules. Open meeting rules need to be posted. Discussion followed. Carol stated that at one meeting the question was brought up and it was decided then that we did not have to. She doesn't remember the reason. Times have changed and we are with the county now. Does notice of the meeting have to be in the paper?

Stephanie will look into it. She suggested that we let the County Clerk know and she could put it in the paper.

NEXT FULL BOARD MEETING:

To do another reading of the bylaws, another full board meeting was scheduled for October 19 at 1 p.m. County Extension with Wilber hosting. (2.22.00)

The next executive committee meeting will be Monday, November 2, at 9:00 a.m. at the County Extension Office. (2.24.45)

ADJOURNMENT

Respectfully submitted, Laura Mackeprang, Data/Office Manager
Saline County Aging Services

PROPOSED CHANGES TO THE BYLAWS

As presented to the full board on 9/28/2015.

Includes suggested corrections from the full board.

ADDITIONS ARE ***ITALICIZED AND IN BOLD IN THIS FONT.***

BYLAWS of the SALINE COUNTY AGING SERVICES BOARD

ARTICLE I: NAME

The name of the body herein created and defined by the Saline County Commissioners shall be the Saline County Aging Services Board, herein referred to as Aging Services Board.

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The purpose of the Aging Services Board shall be to advise the Saline County Board of Commissioners on matters of concern to older residents of Saline County, such advice and duties to include but not be limited to the following:

- to act as a communication link between older citizens and the Board of Commissioners;
- to collect and study information on issues and topics relevant to aging persons of Saline County;
- to propose and/or coordinate community aging services which support the continued independence and self-sufficiency of older persons;
- to monitor and evaluate the effectiveness of community aging services in the county, regional and state bodies affecting aging services and matters;
- to perform other appropriate functions as the Board of Commissioners deems necessary;

--to recommend personnel actions to the Board of Commissioners for the position of Director **of Saline County Aging Services** and other full or part-time positions;

--to complete an annual performance appraisal and recommend salary adjustments to the Board of Commissioners for the position of Director;

--to review other annual appraisals that the Director has completed and recommend salary adjustments as necessary to the Board of Commissioners; and

--to coordinate and prepare, with the Director, an annual budget outlining accomplishments, goals and assure adequate funding is available. This budget will list income and expenses ~~by commodity~~ as required by Aging Partners.

—to recommend approval of completed budget to the Board of Commissioners

ARTICLE III: MEMBERS

Section 1: Number. The Aging Services Board shall have a maximum of twenty-five members, two (2) from each town (a total of 16) and nine (9) at large. Other individuals, i.e. healthcare professionals, business leaders, clergy, etc., may be included as associate members.

Section 2: Qualifications. At least 1/3 of the members shall be fifty-five (55) years of age or older and all shall reside in or work in Saline County. The members shall be selected either for their interest, for their leadership in working for the improvement of life for older persons, or for their specialized knowledge or experience in community aging services.

Section 3: Voting. Each member shall have one (1) vote. Associate members have no voting rights.

Section 4: Appointment. ~~The first Board shall be appointed within a month of the adoption of these Bylaws. Thereafter, The Aging Services Board shall submit to the County Board of Commissioners each year, or as needed, a slate of nominations for that year's vacancies. After review the Board of Commissioners shall notify the Aging Services' Board of its appointees for the up-coming year.~~

Section 5: Term. ~~Except for the first Board, The term of the members shall be two (2) years with the goal of half of the members selected one year and the other half selected the other year. For the first Board, the Commissioners shall designate at the time of appointment who shall serve two years and who shall serve three years beyond the first June 30 after the adoption of these Bylaws. Board members will not have limits on the number of terms served.~~ **Board members will not have limits on the number of terms served.**

Section 6: Attendance. No member shall have more than three unexcused absences during a year's period. Should a member's absences exceed this, the chairperson may declare the position vacant, ~~and the Board shall notify the board of Commissioners of the same and request a new member be appointed to fill the vacancy.~~

ARTICLE IV: ORGANIZATION

Section 1: The Aging Services Board shall be organized into officers and committees for performing functions of the Board.

Section 2: Officers. The Board shall have two (2) officers: a Chairperson and Chairperson-Elect. Their election, a term of office and duties shall be as follows:

Chairperson: The duties of the Chairperson shall be to preside over all meetings of the Board, maintain order, explain and decide all questions of order, announce business, give signature where necessary, appoint the committee chairpersons and assign duties to members as necessary to carry out the purposes of the Board. Except for the first election of officers, the

Chairperson-Elect shall assume the duties of the Chairperson at the annual meeting after the election of the other new officers. The Chairperson shall serve ~~one~~ **a two year term**.

Chairperson-Elect: The Board shall, by written ballot, elect a Chairperson-Elect ~~each year~~ **for a two year term** at its annual meeting ~~except that at the first election when both a Chairperson and a Chairperson-Elect shall be elected. Thereafter, at each year's annual meeting,~~ The current Chairperson-Elect shall assume the duties of the Chairperson immediately after the election of the new Chairperson-Elect. The duties of the Chairperson-Elect shall be to act as Chairperson in the absence of the Chairperson and perform such duties as necessary for and as requested by the Chairperson.

Section 3: Committees. The Board may establish Standing or Ad Hoc Committees as is necessary for carrying out its functions and responsibilities using persons who reside in or work in Saline County, as well as its own members, so long as the purpose, specific duties and responsibilities, and time of reporting are clearly designated in the motion and/or minutes of the meeting establishing such. Ad Hoc committees may be designated for fact-finding, advisory, coordinating, or other purposes deemed necessary by the Chairperson, Board, or County Board. The purposes or duties, appointment, and composition of standing committees must be established in writing as a sub-part of this section of these Bylaws. No committee, Ad Hoc or Standing, shall act or present itself in any way without the express approval of the Aging Services Board.

3A. The Executive Committee shall consist of the Chairperson, Chairperson-Elect, **Past** Chair ~~Pro Tem~~, a County Commissioner, and one other board member. **(5 member committee)**

3B. The Budget Committee shall consist of the Chairperson, **Chairperson-elect**, a County Commissioner, ~~Program Manager~~ Director, and no less than two nor more than four additional members from the Saline County Aging Services Advisory Board. **(5-7 member committee)**

Section 4: Recording Secretary

4A. Recording Secretary: Duties shall be performed as directed by the ~~program Manager~~ **Director**. Said duties shall include keep and maintain the minutes of all meetings of the Board, take roll, read minutes of previous meetings, read important correspondence, record the proceedings, notify members of meetings, and to take care of all documents of the Board.

ARTICLE V: MEETINGS

Section 1: Frequency. The Aging Services Board shall conduct regular meetings as necessary, but no less frequently than quarterly, at a time and place of the members' choosing except in the case of the annual meeting, which shall normally be held in the month of June of each year, but after the appointments for the up-coming year have been received from the Board of Commissioners.

Section 2: How Called. Regular meetings, dates, times and locations may be established for an annual period or at the prior regular meeting. The Chairperson, with the Executive Committee's approval, may call a special meeting for the purpose of conducting only special or emergency business for which the meeting was called.

Section 3: Quorum. A quorum for business shall be 55% of the appointed members. **(A minimum of 9-14 members for 16-25 members)**

Section 4: Voting. A simple majority of those present shall carry the business. In the case of a tie, the vote of the Chairperson shall determine the issue.

ARTICLE VI: OTHER

Section 1: Annual Report. The Saline County Aging Services ~~Board~~ **Director** shall prepare and submit to the County Board of Commissioners a written annual report of the **Aging Services** Board's activities and accomplishments during the

prior fiscal year. Such report shall be submitted to the Commissioners on or before June 30 of each year. Standing Committees of the Board shall submit a written report of their activities and accomplishments for the prior fiscal year to the **Aging Services** Board on or before April 15 of each year.

Section 2: Rules of Order. Robert's Rules of Order shall govern the meetings of the Board and its committees where appropriate and specifically when questions of procedure and order are raised.

Section 3: Public Meeting. Meetings of the board are open to the public.

ARTICLE VII: AMENDMENTS

Amendments may be proposed to these Bylaws by either the County Board of Commissioners or by the **Aging Services** Board ~~itself~~. Only the Board of Commissioners can approve or amend these Bylaws.

First approved on this the _____ day of _____, _____,
by the Saline County Commissioners.

BYLAWS2014- Changes Proposed by By-Law Committee-met 8/20/2014

BYLAWS2014- Changes as presented to the full board and with corrections suggested by the full board.

ACTION LIST

Laura will send the newly updated board member list along with the minutes.

Updated bylaws will be sent to members before the next meeting.

Amy will find out if Carla will stay as co-chair for another 2 years or does she not want to?

Who wants to be on the budget committee?

Marty will connect Pastor Jeff and Amy to start the initial meeting process for the food pantry.

Amy will keep looking for vehicles

Marty will start attending Advisory Council meetings in October or as soon as he can.

Amy will work with Denise on getting a USDA contract with the WCC for HDM.

Stephanie will check into the open meeting rules to see if we need to follow them.

Amy will get Roberts Rules for the meetings.

Amy will send out the staff reports.

**Saline County Aging Services Board Meeting
Monday, October 19, 2015, 1:00 p.m.
Saline County Extension Office
Saline County Aging Services hosting**

The minutes were digitally recorded.

Marty Stones called the meeting to order. Roll call showed 14 members present, constituting a quorum. Also present were SCAS staff members Amy Hansen, Director; Laura Mackeprang, Data/Office Manager; Macey Moore, Outreach Coordinator; and Trudy Kubicek, Aging Partners.

There was discussion on a couple of areas in the minutes, but no action was taken to change the minutes. Kathy Stokebrand moved and Dorthy Bartels seconded the motion that the June 2015 full board minutes be approved as dispersed. The motion carried. (5.24)

OLD BUSINESS

Action List Review

Updated member list

Apparently those receiving minutes by email did not receive the updated member list. Laura will send them out. (6.43)

Laura explained that when listening to the digital recording of the minutes to type them up, she realized that Richard Jiskra said he could stay as a Swanton representative. The board allowed Pat Schwisow to be a Swanton representative, because she worked there all her life, even though she did not reside there. Why not let Richard continue to be a Swanton representative since he lived there all of his life, even though he now resides in Wilber? She spoke with Marty before making that change. She stated that Richard was pleased when she told him.

This leaves Wilber with only one representative. Rev. Lila will be moved from Community Representative at Large to Community Representative for Wilber. (8.45)

Chair-elect/Carla Hubbard

Amy spoke with Carla. She is not ready to take over as chairman but is happy to remain to be chair-elect this year. She has been busy working. She missed the change in meeting dates for today's meeting. SCAS will call her to let her know if the meetings change from their normal days and times. (11.10)

Who wants to be on the budget committee?

Marty would like to finalize who will be on the committees so this will be clear. This will be discussed in a little while.

Food pantry

Marty spoke to Pastor Jeff Hageman of UCC, in Crete. Amy will contact Pastor Jeff. (11.45)

New Vehicle

Amy reported that Bruce Filipi found a red 2015 Town & Country with the features SCAS wanted at Twin Rivers in Beatrice for \$19,000+ and change with trade in. He then found another 2015 at Sid Dillon for \$18,000 in change with trade in, complete with warranty. This second vehicle was purchased. The color is chameleon. Amy is waiting for the paperwork to be finalized.

Marty asked about decals for the car. County cars do not have any markings except for the license plate. Amy stated that she, too, had thought about this, but she wants to do more research to determine if a magnet or a wrap would be better. She agreed it would be a good advertising tool. (15.30)

Advisory Council Meeting

Marty notified the Advisory Council that couldn't make the upcoming meeting, but Kathy Stokebrand will attend. Marty will be able to attend the subsequently scheduled meeting. (16.20)

USDA contract for HDM with the WCC

Amy stated that this is ongoing and will be for a while. (16.30)

Open meeting rules

Stephanie Krivohlavek checked on the rules about publishing the notices of our board meetings. She did this before the end of the last meeting. Amy stated SCAS would take care of the notice of meetings in the paper. The County Clerk stated that she would put them in the paper if we gave her a list of meetings in advance.

Roberts Rules

Stephanie had Roberts Rules on order before she left the last meeting. Amy was also going to get a copy. She stated that it was possible to get a pdf version along with a paper copy and asked if anyone would like a pdf copy. (19.20)

Staff reports

Amy stated that since they didn't have time to get to the staff reports at the last board meeting, paper reports from Amy, Laura, and Macey were passed around to save time.

Amy went through caregivers support group facilitator training through the Alzheimer's Association chapter in Omaha. The initial training was done via teleconference. Next Amy will shadow an existing leader and do some one-on-one training. Her goal is to help set up a group for caregiver support in Saline County.

Jane Ford Witthoff, Director of Public Health Solutions, spoke with Amy about collaborating Tai Chi throughout the county. She stated that there was some grant money for Tai Chi. There is a possibility of getting Macey trained in Tai Chi. Amy and Macey will meet with Jane on Thursday October 22nd

Aging Partners is coming down to do bone density on November 4.

SCAS is doing a National Memory Screening event on the 3rd and the 5th of November. Both events are by appointment.

Macey asked board members to “like us” on Facebook. She passed around the newsletter that she publishes and told them that they can get them by email or postal mail. (27.00)

Presentation of By-Laws

A consensus on the length of the term of chairman was not reached at the last meeting.

Scott Bartels stated that he felt that they were opening a can of worms by changing the term length. Kathy Stokebrand agreed and suggested they start over with the discussion. Marty stated that as it stands now, he will chair until the end of the year (June) and then Carla would take over.

Discussion ensued with the following points:

- Scott stated that structure should be put in the bylaws to take care of irregularities in the event that the chair elect cannot move into the chairman position.
- A one year term means a commitment of 3 years total, while a two year term means a 6 year commitment. That is counting the time as chair, as chair-elect, and as chair pro tem.
- Many of the board members felt that committing to 6 years was a long time.
- The point was made that having someone new every so often makes things less stagnant.
- Kathy Stokebrand suggested adding the following to the bylaws: *In the event the chair elect is unable to take office, an election will be held to fill the chairperson and chair elect positions.*

Motion was made to have the term of chairman one year and add Kathy’s verbiage. Motion passed by show of hands. (48.10)

In Article 4, Section 3A on the Executive Committee, Len Sand stated that it was a four vote committee and wondered if another person was needed. He asked why the county commissioner is not allowed to vote. Amy stated it’s because of conflict of interest. The County Commissioner is there in an advisory role. Executive committee doesn’t vote and is not actionable as stated in Section 3. Marty stated that the Executive Committee just needs to be able to agree on how to present to the full board.

In Article 6: Other, Section 1: Annual Report, Marty stated that the word ‘Board’ was to have been struck out. He asked what the purpose of the bylaws requiring written reports. Discussion followed. Amy stated that the annual report to the commissioners by Aging Partners is pretty much set in stone. She gives the information to Aging Partners, who prepares the report. The reports the bylaws request would have already been submitted by Amy to be included in Aging Partners annual report to the commissioners. It was agreed to strike the whole last sentence of Section 1. (1.01.13)

In Article 5: Meetings, Section 3: Quorum, Len stated that ‘appointed’ members was changed last time and should be ‘voting’ members. (1.1.45)

Amy read a paragraph concerning the executive board: The Executive Committee is same as the big board with power of the big board in between meetings, so if there is an emergency a decision can be made. It is more informal. (1.02.50)

At the end of the bylaws, Len noted that the date on the change of the bylaws was incorrect and should be 2015. (1.03.30)

NEW BUSINESS

Social Committee

The executive committee had suggested that a social committee be set up to have a couple of board members send cards etc. to those who had life events needing get well wishes, condolences, etc.

Discussion followed. Marty felt that the SCAS staff should send out cards as necessary. Carol Fictum agreed. Amy's problem with this is that she finds out way too late when events happen to board members. The consensus was that you send out a card when you find out. The board needs to do a better job of letting Amy know when something happens to a board member.

Kathy Stokebrand moved that we keep things as is, and not have a social committee. Lila Bottolfson seconded the motion. Motion carried. (1.12.16)

Committees

The following people are on the Executive Committee: Chairperson, Marty Stones; Chair elect, Carla Hubbard; Pro Tem, Jackie Francis; County Commissioner, Stephanie Krivohlavek; and one other board member, Kathy Stokebrand.

What the Budget Committee does and when it meets was discussed for the new board members. Committee members are Chairperson, Marty Stones; Chair elect, Carla Hubbard; County Commissioner, Stephanie Krivohlavek; SCAS Director, Amy Hansen; and board members, Phyllis Svehla, Len Sand, Lorene Horky, and Pat Schwisow. (1.17.00)

PARTNER REPORTS

Saline County Area Transit

Scott Bartels reported that SCAT will be going closing up their books for the building project, retaining \$1000.00 for grass seed to be sown and other small items that need to be finished.

Things are going well. There seems to be an increase in riders. They are seeing new faces on the buses, but he's afraid it won't show in the statistics, because a few heavy using clientele no longer ride.

He has two vehicles on order. One is a 12+2 passenger bus with wheelchair lift. The other is a lower floor minivan. (1.21.35)

Advisory Board

Kathy Stokebrand attended a semi-annual meeting of the state advisory committee. They were told of updates on Medicaid eligibility. Cinnamon Sharp, Community Support person, gave a report on changes in Medicaid.

Ombudsmen of Nebraska have been expanded. They are advocates for assisted living and nursing home residents, and are advocates for the residents there. The facilities are asking for ombudsmen. It is not necessarily because of trouble between the nursing homes and the residents, but more often between residents.

National Office on Aging met with State Office on Aging, who is out of compliance on a couple of things due to the staffing cuts the governor's office implemented in the last few years. They were down to three staff but are now up to nine staff. The State Office on Aging is part of the Department of Health the Human Services, and the director of the unit is trying to get everything back on board.

Scott reminded the board how much trouble SCAT had with Medicaid transportation. The state's ombudsmen office is reaching out to him. Scott's certification with DHHS as a transportation provider will expire at the end of October and he is not going to renew. It is a disaster. Other than within the city services of Crete, the number of clients for long distance service is down to one. DHHS is using taxi services and Saline County has no taxi services. They are using taxis from a other counties instead of using SCAT. (1.28.30)

NEXT EXECUTIVE MEETING:

Monday, November 2, at 9 a.m. at the County Extension Office

NEXT FULL BOARD MEETING:

Monday, December 14, 2015, at 1 p.m. at the County Extension Office

ADJOURNMENT

Respectfully submitted,

Laura Mackeprang, Data/Office Manager
Saline County Aging Services

ACTION LIST

Marty will start attending Advisory Council meetings as soon as he can.

Amy will work with Denise on getting a USDA contract with the WCC for HDM.

Amy will get Roberts Rules for the meetings.

Laura will send out bylaws with changes

Laura will send out updated contacts and terms of board members.

PROPOSED CHANGES TO THE BYLAWS

As presented to the full board on 9/28/2015.

Includes suggested corrections from the full board on 9/28/2015 and 10/19/2015.

Additions are ***ITALICIZED AND IN BOLD IN THIS FONT*** for changes made at the 9/28/2015 meeting.

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Section 3: Voting. Each member shall have one (1) vote. Associate members have no voting rights.

Section 4: Appointment. ~~The first Board shall be appointed within a month of the adoption of these Bylaws. Thereafter,~~ The Aging Services Board shall submit to the County Board of Commissioners each year, **or as needed**, a slate of nominations for that year's vacancies. After review the Board of Commissioners shall notify the Aging Services' Board of its appointees for the up-coming year.

Section 5: Term. ~~Except for the first Board,~~ The term of the members shall be two (2) years with **the goal of** half of the members selected one year and the other half selected the other year. ~~For the first Board, the Commissioners shall designate at the time of appointment who shall serve two years and who shall serve three years beyond the first June 30 after the adoption of these Bylaws. Board members will not have limits on the number of terms served.~~ **Board members will not have limits on the number of terms served.**

Section 6: Attendance. No member shall have more than three unexcused absences during a year's period. Should a member's absences exceed this, the chairperson may declare the position vacant, ~~and the Board shall notify the board of Commissioners of the same and request a new member be appointed to fill the vacancy.~~

ARTICLE IV: ORGANIZATION

Section 1: The Aging Services Board shall be organized into officers and committees for performing functions of the Board.

Section 2: Officers. The Board shall have two (2) officers: a Chairperson and Chairperson-Elect. Their election, a term of office and duties shall be as follows:

Chairperson: The duties of the Chairperson shall be to preside over all meetings of the Board, maintain order, explain and decide all questions of order, announce business, give signature where necessary, appoint the committee chairpersons and assign duties to members as necessary to carry out the purposes of the Board. Except for the first election of officers, the Chairperson-Elect shall assume the duties of the Chairperson at the annual meeting after the election of the other new officers. The Chairperson shall serve **one a two-year term.**

Chairperson-Elect: The Board shall, by written ballot, elect a Chairperson-Elect each year ~~for a two-year term each year~~ at its annual meeting ~~except that at the first election when both a Chairperson and a Chairperson-Elect shall be elected. Thereafter, at each year's annual meeting,~~ The current Chairperson-Elect shall assume the duties of the Chairperson immediately after the election of the new Chairperson-Elect. The duties of the Chairperson-Elect shall be to act as Chairperson in the absence of the Chairperson and perform such duties as necessary for and as requested by the Chairperson.

In the event the chair-elect is unable to take office, an election will be held to fill the chairperson and chair-elect positions.

Section 3: Committees. The Board may establish Standing or Ad Hoc Committees as is necessary for carrying out its functions and responsibilities using persons who reside in or work in Saline County, as well as its own members, so long as the purpose, specific duties and responsibilities, and time of reporting are clearly designated in the motion and/or minutes of the meeting establishing such. Ad Hoc committees may be designated for fact-finding, advisory, coordinating, or other purposes deemed necessary by the Chairperson, Board, or County Board. The purposes or duties, appointment, and composition of standing committees must be established in writing as a sub-part of this section of these Bylaws. No committee, Ad Hoc or Standing, shall act or present itself in any way without the express approval of the Aging Services Board.

3A. The Executive Committee shall consist of the Chairperson, Chairperson-Elect, **Past** Chair ~~Pro Tem~~, a County Commissioner, and one other board member. **(FOUR member committee)**

3B. The Budget Committee shall consist of the Chairperson, **Chairperson-elect**, a County Commissioner, ~~Program Manager~~ Director, and no less than two nor more than four additional members from the Saline County Aging Services Advisory Board. **(5-7 member committee)**

Section 4: Recording Secretary

4A. Recording Secretary: Duties shall be performed as directed by the ~~program Manager.~~ **Director.** Said duties shall include keep and maintain the minutes of all meetings of the Board, take roll, read minutes of previous meetings, read important correspondence, record the proceedings, notify members of meetings, and to take care of all documents of the Board.

ARTICLE V: MEETINGS

Section 1: Frequency. The Aging Services Board shall conduct regular meetings as necessary, but no less frequently than quarterly, at a time and place of the members' choosing except in the case of the annual meeting, which shall normally be held in the month of June of each year, but after the appointments for the up-coming year have been received from the Board of Commissioners.

Section 2: How Called. Regular meetings, dates, times and locations may be established for an annual period or at the prior regular meeting. The Chairperson, with the Executive Committee's approval, may call a special meeting for the purpose of conducting only special or emergency business for which the meeting was called.

Section 3: Quorum. A quorum for business shall be 55% of the ~~appointed~~ **voting** members. **(A minimum of 9-14 members for 16-25 members)**

Section 4: Voting. A simple majority of those present shall carry the business. In the case of a tie, the vote of the Chairperson shall determine the issue.

ARTICLE VI: OTHER

Section 1: Annual Report. The Saline County Aging Services ~~Board~~-**Director** shall prepare and submit to the County Board of Commissioners a written annual report of the **Aging Services** Board's activities and accomplishments during the

prior fiscal year. Such report shall be submitted to the Commissioners on or before June 30 of each year. ~~Standing Committees of the Board shall submit a written report of their activities and accomplishments for the prior fiscal year to the **Aging Services** Board on or before April 15 of each year.~~

Section 2: Rules of Order. Robert's Rules of Order shall govern the meetings of the Board and its committees where appropriate and specifically when questions of procedure and order are raised.

Section 3: Public Meeting. Meetings of the board are open to the public.

ARTICLE VII: AMENDMENTS

Amendments may be proposed to these Bylaws by either the County Board of Commissioners or by the **Aging Services** Board ~~itself~~. Only the Board of Commissioners can approve or amend these Bylaws.

First approved on this the _____ day of _____, _____,
by the Saline County Commissioners.

BYLAWS2014- Changes Proposed by By-Law Committee-met 8/20/2014

BYLAWS2015- Changes as presented to the full board and with corrections suggested by the full board.

Saline County Aging Services Board Meeting
Monday, December 14, 2015, 1:30 p.m.
Saline County Extension Office
Western and Wilber hosting

The minutes were digitally recorded.

Marty Stones called the meeting to order. Roll call showed 10 members present, constituting a quorum. Also present were SCAS staff members Amy Hansen, Director; Laura Mackeprang, Data/Office Manager; Macey Moore, Outreach Coordinator; and Trudy Kubicek, Aging Partners, and Stephanie Krivohlavek, Saline County Commissioner.

Phyllis Svehla moved and Kathy Stokebrand seconded the motion that the October 2015 full board minutes be approved as dispersed. The motion carried.

Birthdays and anniversaries were recognized. (3.40)

OLD BUSINESS

Action List Review

Marty will start attending Advisory Council meetings

Marty was able to attend an Area Wide Advisory Council meeting. He enjoyed the meeting. He stated it was an eye opener. Marty received a book from the council.

He reported that they announced that June Pedersen will be retiring. They have not yet announced who the acting/interim director will be when she leaves. Candidates are being interviewed. (6.00)

He announced that there is a bill in the legislature to help with the way budgeting and funding is currently handled among case management programs in the various AAA's. It would make it more consistent across the board and hopefully more funding will be available. He asked for Aging Partners taxonomy to understand better the units of service. (12.30)

He said that there was a presentation on nutrition and the dietary programs they have, and he got to sample some food that he hadn't had tried before. He looks forward to becoming more knowledgeable.

He reported that June Pedersen pointed out an upcoming (and large) turn over in the legislature. The Advisory Council will need to be active advocates to these new senators in matters concerning the aging population. He said that the amount of funding for seniors pales in comparison to the funding that is given to children, and the number of seniors continues to grow. Kathy Stokebrand hopes that whoever takes June's place is savvy with lobbying the new senators.

June's retirement party will be held on December 21st from 3:30-4:30 at Aging Partners in Lincoln. (15.30)

USDA contract for HDM with the WCC

Amy stated that this is ongoing and will be for a while.

Roberts Rules

Amy purchased a copy of Robert's Rules for the meetings.

Laura will send out by law changes and updated contacts and terms of board members.

This was done. (16.10)

Food pantry

Amy has meeting with Pastor Jeff Hageman in Crete this Wednesday concerning the food pantry. She also said that she received a call from someone on the Lion's Club board, because they had heard about the food pantry.

Amy stated that the Saline County Commissioners have told her she needs to move the food pantry back into the hands of the community by July 1. It is not negotiable. A plan must be implemented by July 1.

Marty stated that this is consistent with our position as a board, to move the pantry and not just dump it. The food pantry is not with SCAS's mission. (19.23)

Presentation of By-Laws

Marty stated that one of the things that came out of Amy's evaluation was conversation that the board needs refresher training. Marty put together training presentation for the next meeting. There are differences between advisory boards and oversight boards. It is not real clear if this board is advisory or oversight. It does change things some. He feels there are things in the training that would be beneficial in terms how to be more effective and things that we could do better.

At the next executive meeting they will talk about this to decide to get some clarification on the role of this board. There are some requirements for oversight boards that are not needed with advisory councils. Then at the next full board meeting have a fresh review of the board, its role, what needs to be done to be effective.

During Amy's research on the topic of boards and their duties, she found several places that suggest that advisory boards shouldn't be called 'board', but 'council' or 'committee', so that their role is not overstepped and the .

Marty, therefore, would like to sit tight on approving the bylaws for now in case there are more adjustments that need to be made to the bylaws after this board's role is better understood.

Amy's research also has not found anything, anywhere, that bylaw changes have to be approved three times. She did find that how to change the bylaws needs to be spelled out in the bylaws. It was felt that this old rule was a way to make sure that a change in bylaws didn't happen without everyone knowing about the change. (29.57)

NEW BUSINESS

Board Training

Add board refresher training to the agenda for the next full board meeting. Perhaps having a board retreat may be something that may be done. (32.00)

Volunteer luncheon

April 25th is the meeting date. There would be no meeting, just the recognition dinner. Amy said there would be a speaker. Amy is thinking about doing something different this year, instead of a covered dish. Marty suggested starting at 11:30 a.m. (37.43)

Amy's Program Manager Report

Medicare Open Enrollment

The staff was busy with Medicare D open enrollment. Amy said they were still catching up with the paperwork. With the records so far, the staff has seen over 100 clients and saved the clients \$84,000. Amy stated she believes that the number of clients will reach 130-140 with over \$100,000 saved. (39.00)

Reports

Amy will send the staffs' reports with the minutes in the future.

She would also like to send the DeWitt and SCAT reports with the minutes. So DeWitt and SCAT could bring their reports to the meeting, which would then be sent out with the minutes. In this way, an absent member could easily know what was said.

Marty stated that this is done on many boards as an acceptable way to make the board meeting more efficient. Amy stated that there would be a place for time sensitive announcements on the agenda. (43.15)

Health Clinics

A bone density screening was held in November. 35 people took the test to check for osteoporosis. The test was administered by Aging Partners from Lincoln. In November a memory screening was also held. SCAS is a registered site for this screening. 12 people took the screening, which is a way to check to see if a person needs to see a doctor for any memory concerns. (46.15)

Budget for 2016

Amy would like to arrange a budget meeting. Amy's budget is included in her 'work plan' for Aging Partners. In turn, her work plan is a part of Aging Partners' Area Wide Plan, which is due in May. This means that Aging Partners will most likely need her budget in April. Normally, Amy does the budget, has the budget committee look it over, and then presents it to the board for approval before it is sent to the commissioners.

Amy reminded the board that this would NOT be the final budget. Aging Partners realizes that the budget is not due to the county till June and is not approved until at least September, so amendments may have to be made. The budget committee is Marty Stones, Carla Hubbard, Lorene Horky, Phyllis Svehla, Pat Schwisow, Stephanie Krivohlavek, and Amy. Laura will add to action list the need schedule a budget committee meeting when Amy is ready to present it. (51.30)

PARTNER REPORTS

DeWitt Senior Center

Bev Plihal reported on the senior center in DeWitt. Flu shots were given, a new Tai Chi class graduated, had kids' crafts, and bricks and wreaths were made and most were sold. The speakers at the dinners talked on the adult coloring craze and about flags that are made in Fairbury NE. Also, Kid Davis spoke on the hearing impaired. For Halloween they did a Trunk or Treat. (53.45)

Saline County Area Transit

Scott Bartels reported on SCAT. They, too, had a Trunk or Treat, which had a good turnout. Their Christmas Lights tour was done this last weekend. Their next quarterly board will meet January 21, 2016. They are going to have a public hearing at that time to review how they charge for bus fares. Scott encouraged anyone with ideas or concerns to attend the meeting or to let him know. (59.50)

Other comments

--Kathy S asked if she had met yet with the Wilber Care Center to get a USDA contract with them. Amy she said no. She needs to get with Denise Boyd to talk with the WCC. It is going to have to wait until after moving the food pantry. It is a pressing goal, but not as much as moving the pantry deadline. (1.01.00)

--Trudy Kubicek stated that during Medicare D open enrollment, she served 40 people and saved them \$75,000. This is on top of SCAS's savings. This means more food on people's plates.

Marty stated that 30% of NE seniors exist on their social security only. For 63% of NE seniors, social security is half their income, which averages \$1200/month.

Kathy S stated that a volunteer at the Center for People in Need told her how the newly retired people come in for food because they can't make it. (1.05.22)

ADJOURNMENT

Stephanie Krivohlavek moved to adjourn the meeting. Motion was seconded Kathy Stokebrand Motion carried.

Respectfully submitted,

Amy Hansen, Director
Saline County Aging Services

ABH/lam

NEXT EXECUTIVE MEETING: January 25, 2016, at 9 AM at the County Extension Office

NEXT FULL BOARD MEETING: March 28, 2016, at 1 PM at the County Extension Office

ACTION LIST

Amy will schedule a budget committee meeting when she is ready to present the budget.

Laura will reserve the County Extension Office for the Volunteer Recognition dinner, the next executive meeting, and the next full board meeting.

Amy will work on USDA contract for HDM with the WCC-after July 1.

Amy will continue to work on moving the food pantry.

Discuss having a board retreat at the next executive meeting.

SALINE COUNTY AGING SERVICES
FULL BOARD MEETING
Monday, April 25, 2016, 1:30 p.m.
County Extension Office

Chairman Marty Stones called the meeting to order. Roll was taken. There were 13 members present, including staff members Amy Hansen, Director; Laura Mackeprang, Program Assistant; and Macey Moore, Outreach Coordinator. Also present was Trudy Kubicek, Aging Partners. A quorum was reached. (2.40)

Marty Stones 'read' the minutes by hitting the highlights, because not everyone had received the December 2016 full board minutes. Lorene Horky moved to accept the minutes. Motion was seconded and carried. (15.00)

OLD BUSINESS

ACTION LIST REVIEW

Budget committee meeting: This item was put on hold due to the town hall meeting requested by Randy Jones, the new head of Aging Partners. Amy said that a preliminary budget has already been sent to Aging Partners and she will be calling a budget committee meeting. She will present the SCAS budget to the county commissioners on May 31, 2016.

Laura will reserve room for the volunteer luncheon, and the next executive and full board meetings. This was done. (21.40)

USDA contract for HDM

Amy will work on the USDA contract for HDM with the Wilber Care Center. Amy has upgraded this item's priority, because she had a client needing HDM but was unable to pay. The OAA (USDA funding) stipulates that every eligible participant is to receive a meal whether they are able to, or wish to, make a contribution or not. The WCC does not deliver meals unless they pay. Amy emailed Cindy Zajicek about getting together with Denise Boyd about the contract. She received a 'will get back to you' response. (23.10)

Food Pantry

Amy was to continue working on moving the food pantry.

- Pastor Hagaman seems to have become reluctant to take over the panty. Marty would like to set up a meeting with BVCA and Rev. Hagaman to talk to them and to see what it is that they want to take on.
- Stephanie Krivohlavek would like to see an article in the paper to educate the community on the food pantry situation. There are stories going around that need to be set straight. The food pantry may have to move to a different town unless someone in Wilber can take it over.

Discussion regarding moving the food pantry ensued.

- Trudy stated that a client of hers went to BVCA and became part of their board. The client found others to be on the board but was treated very badly, and then they didn't meet. The client also relayed to Trudy that the BVCA food pantry person had been very rude. Furthermore, the client wants nothing more to do with BVCA.
- Amy stated that when she had previously talked to Rick Nation that he didn't seem interested in running it. Amy stated that she has had clients who have felt they were treated with 'reverse discrimination' when they go to BVCA for food and other resources.
- Carol Fictum said that she and Lila Bottolfson would be willing to go to the city council to discuss this with them. She would like Amy to attend, because as Lila stated, they were going to ask questions they don't have the answers to. Amy said she could attend and had statistics regarding food pantry usage.
- Regarding over 60 participants; 14 people came in for food pantries with nine of them being from Crete. Of those under 60 years, the numbers seem to be slowly waning since SCAS started requiring proof of income and residency (to ensure they meet the income guidelines).

More options for the food pantry are needed. Marty asked the board to go back to their communities to talk about this and their needs and to see if there is anyone wanting to take the pantry or partner to run it.

Amy has requested that the board support her as she is taking the heat for relocating the pantry, when it is not even a program of SCAS. Amy asked that the board bring any questions or concerns regarding the pantry move to her, and likewise encourage others with questions and concerns regarding the pantry move to her as well. Amy is frustrated that people are saying things that are not accurate, but they won't come to her for clarification.

At this time, the meat package program and the Feed America food will stay at SCAS. Amy stated she doesn't want to get rid of everything all at once. She said that the Feed America food program will be restructured to allow our clients (60+) to receive the food first.

Kathy Stokebrand inquired as to the monetary donations that are given to the food pantry. Who manages that part of it? Amy said Pastor Panning manages the fund. Donations are deposited into the pantry checking account. A portion of it is used to pay the Food Bank of Lincoln bills (if there are any) and the rest is used for an emergency fund to help those in need with housing emergencies, such as rent, utility help, etc. SCAS often refers people to the Pastor when they ask us for help. Amy reminded the board that Pastor Panning stated he would like to keep this emergency fund in Wilber.

Amy used to keep a small amount of the cash donations on hand to assist with items that were needed that the pantry didn't have on hand, such as diapers or bread. (Pastor Panning was ok with this.)

Currently, any food donations are still being accepted until the pantry is moved to a new location. (49.00)

Marty reminded the board that the food pantry is not our program and hoped that moving the pantry would be viewed as helping the whole of Saline County, not just a portion of it. (52.10)

Stephanie reminded the board that the SCAS staff members are county employees and the food pantry is not a county program. She stated that if (anywhere else) you were hired to do a job, but spent your time doing another side job instead of what you were hired to do, you'd be fired. That's what is happening with the food pantry. It is the side job that is taking time away from their full time position. The funding coming in from federal, state, and county sources needs to be used for the programs that SCAS should be providing, not for non-county programs. So the pantry needs to move so SCAS can grow. (53.25)

Amy stated that if we don't start growing, (she believes that) SCAS will be extinct in seven to ten years. Macey was hired to help do the programs we get funds for, like Stepping On and Tai Chi. But they have to be done somewhere else, because SCAS doesn't have the space to do it.

The town hall meeting and surveys showed that people want a senior center, meals, programs, activities, presentations. When she is given federal funds, she is required to follow the guidelines and rules to receive those funds. (54.45)

Marty reminded the board what was agreed on at the June 22, 2015, meeting concerning the food pantry. (1.2.05)

NEW BUSINESS

Nominations for Vice Chairman

In June the vice chairman is to step into the chairman position and a new vice chairman is to be elected. Marty said he wasn't sure Carla wants to step up to the chairman position, due to family matters. He said that we need names for nominations for the positions in June. Marty as the past chairman, would still be involved to assist in the leadership process.

Marty stated that the bylaws do not address what to do if the vice chairman cannot step up. Amy commented that the bylaws need a bit of revamping, as they are supposed to state how to change the bylaws. Marty and Amy were unable to find any reference for the requirement to read the bylaws three times before for they are accepted. It was probably done that way in the past to prevent changes from being rushed through. There is nothing in the bylaws on how to nominate for officers.

At the next full board meeting, we will vote by written ballot for the new officers. Marty has not been able to pin down Carla with her new job and family matters. He will contact her. If someone is interested in the position or wants to nominate someone, please speak up. (1.10.00)

Role of the SCAS board

Marty stated that according to most board guidance this board should be a strategic board,

not tactical, not as concerned about the day to day operations. Marty also stated that over this past year, the board has learned more and more about the requirements from Aging Partners that Amy is to meet, such as her work plan. The role of this board should be to help Amy by monitoring her work plan; keeping the big picture and long term view in mind as to the direction that Amy is taking SCAS. He further stated that the Executive Committee talked about the need to revamp the board agenda to stay focused and do just that as the staff is tasked with running the day to day of the program. The board is just one consideration Amy will have to take into account when making her work plan. (1.13.10)

At the next full board meeting, Marty would like to cover the board responsibilities, the work plan, and budget. He would like to do consent agendas. This would be approving any submitted reports (like from the DeWitt Senior Center and the Saline County Area Transit) along with the minutes to be approved, as long as the reports don't contain any contentious items in it. If there is, it can be moved to the agenda for discussion. It would streamline the meeting more, to keep the board focused on the big picture.

Amy presented her work plan to the board. She explained that the 'due dates' are not really dates due. She stated that it is a very fluid work plan. If, for some reason, she decides to change when she works on an activity or goal, it is completely acceptable to Aging Partners (1.20.00).

At full board meetings Amy will have a standing update report as to her work plan.

Marty stated that at the next full board, we will vote to approve the bylaws, talk about the purpose of the board and what our roles are, and try to standardize what the board is doing to keep it strategic.

The next full board meeting will be Monday, June 27, 2016, at 1:00 PM.

The Executive Committee will meet Monday, May 23, 2016, at 9 AM.

Kathy Stokebrand moved to adjourn the meeting. Motion seconded and carried.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Amy', with a stylized flourish at the end.

Amy B. Hansen, Director
ABH/lm

ACTION LIST

Marty will contact Carla about the Chairman position.

Laura will send out the meeting schedule to everyone.

Any will report on her work plan at the next meeting.

Amy will get an article on the food pantry in the papers.

Amy will continue to work on the USDA HDM contract with the WCC.

Amy will meet with the budget committee.

REPORT from the DEWITT SENIOR CENTER

DeWitt Senior Center has had several special programs this quarter. One was a musical duet from Norfolk and the other was a representative from the NE Attorney General's office talking about fraud and scams in Nebraska. Also we have been looking into and getting funds for replacing our exit doors to become more handicap accessible with an electric door on the east side to better accommodate individuals with walkers or wheelchairs.

--Bev Plihal, Manager

SALINE COUNTY AGING SERVICES
FULL BOARD MEETING
Monday, June 27, 2016, 1:40 p.m.
County Extension Office

The minutes were digitally recorded.

Chairman Marty Stones called the meeting to order. Roll was taken. Present were: 14 members present, staff members Amy Hansen, Director; Laura Mackeprang, Program Assistant; and Macey Moore, Outreach Coordinator. Also present were Aging Partners staff Denise Boyd and Trudy Kubicek. A quorum was reached. Denise Boyd was introduced to the newer board members.

Dorothy Bartels moved and Kathy Stokebrand seconded the motion to approve the minutes as written. Motion carried. (3.10)

ACTION LIST REVIEW

- Marty called Carla. She was Vice Chairman and should have taken the Chairman position this month. She indicated that between her new job and her mother's declining health, she would not be able to easily attend meetings. She would like to stay on the board, however, but cannot take the chairman's position at this time. (4.16)
- Laura sent out the meeting schedule for the year.
- Amy put articles in newspaper about the Food Pantry moving.
- Amy reported that she has received first draft of the USDA contract from Denise for the Wilber Care Center, and it will be sent to care center. Amy and Denise met with Barb Dryer, the Care Center Administrator. Both parties agree the easiest way to handle meals is for SCAS to pay for the meals, complete the paperwork, and receive both the contributions and USDA funds for the meals. Amy will continue to work on HDM with WCC. (5.51)
- Amy met with the budget committee, the status of which will be presented later in the meeting. (6.10)
- Marty and Amy will speak to key players about options to have HDM in Crete. Amy will talk to Tabitha of Crete to see if something could be put in place to transition from the meals now with Gaynelle Coulter to HDM. Kathleen Martin is doing it now and wants to stop by September. Doing HDM would allow those who cannot afford it to receive them.

Trudy stated that she is on Tabitha's board. She said that they have wanted to do this but were waiting until Gaynelle was ready to let them. Trudy suggested Sherri Due, Tabitha Administrator, as a contact person.

It was suggested that one way of keeping Gaynelle involved would be to let her be the face of the meals, to coordinate, and/or keeping the Friendly Meals name. (9.00)

- Amy sent an updated budget out to budget committee. She has prepared a budget summary, which will be presented shortly. (9:10)

OLD BUSINESS

Bylaws:

Marty appreciates the work the bylaw committee did. Approval of the bylaw changes was postponed when there were questions as to the type of board they were (They're an advisory board, not over site board.), how to change the bylaws, and how to do nominations.

The bylaw committee needs to get together again to look at these and other things.

Amy asked if Marty wants to do the board governance talk before we add to the bylaws or just add the changes to the bylaws. Marty had done research and was going to do an overview on the role of boards, what does a good board do, being more strategic than tactical, etc.

Marty suggested perhaps have the bylaws committee meet first, before the next full board meeting. He will do his presentation at the next full board meeting.

The bylaws need to have added to them a nomination process, how to change the bylaws process, and something to address conflict of interest.

Marty and Amy will get together with the bylaw committee. Marty stated that AP is looking at their bylaws and wondered if we should wait and use their bylaws as a model, but they won't meet until September. Amy felt that we shouldn't wait. We could just do it and then add later. Scott Bartels stated that if we wait for a perfect document, it will never happen.

Carol Fictum asked if other county's bylaws are similar or different than ours. Denise responded that they are sort of similar. Carol thought that perhaps by going by the other county's bylaws it would make ours similar to theirs. Denise said that the county bylaws can be pulled off Aging Partner's F drive/Contracts to look at. Amy said that she will get the other county's bylaws to the bylaw committee for them to look over. Len will call meeting of the bylaw committee. Hopefully they will have something done before the September meeting. (21.50)

Food Pantry Update:

Amy reported that the pantry will be closing June 30th. No one has come forward to take it. She had one more person call about the pantry, but they have not called back. People will be referred to Friend or Blue Valley pantries.

Rev. Lila Bottolfsen had a clarification: She said that when she came here, she never knew that "the churches own it". She felt it made it feel like the churches don't care. Amy said she found speeches written and presented by Sunny Kontor that stated that the pantry was the churches program. She had passed out this information at an earlier board meeting.

Marty stated, too, that the churches have the pastoral fund. Amy stated that she never said that the churches don't care. Rev. Lila said she doesn't want the community to think that the churches don't care. Amy said not to worry, that the community already perceives her as the bad guy. (24.50)

Marty stated that as a board we are a team and should be a single body, unified, trying to do the right things for our mission. He hopes that if anyone has an issue with what we are doing that he hopes that we would speak in this forum and talk about it. He stated that you may not agree with decisions, but ultimately you need to support them, if that's the group consensus. Also, if members leave the meetings and still feel they have an issue with decisions that were made, they need to bring them back to the board and not go to Amy about a decision the board made.

Decisions made may not support each board member's thoughts on a subject, but everyone will be listened to and their ideas and thoughts taken into consideration, but board members need to speak them. Once the board decides, then he hopes when members leave, it is with their support for whatever decision was made, even if it isn't what a board member personally thinks.

He was disappointed that no one was found to take over the food pantry. He is still hopeful that eventually someone will come forward to fill this need. (26.50)

Carol wanted clarification on the part in the bylaws that state "*No committee, Ad Hoc or Standing, shall act or present itself in any way without the express approval of the Aging Services Board.*" Carol said that if the board votes on something, then it goes to the commissioners. She felt that the bylaws were not followed in this case. Marty stated that we did not vote on moving the pantry. He apologized for being mistaken on that point. It was a directive from the commissioners. We are an advisory board, not an oversight board. Based on that, we can voice and recommend to the commissioners. (28.10)

Amy said she can see how when you read that part of the bylaws you would get the idea that this board makes the decision, and perhaps this needs to be clarified in the bylaws. She feels it is speaking that the different committees cannot....whatever. The commissioners are separate in the hierarchy.

Carol said that in the past SCAS board would discuss and decide and then it would be taken to the commissioners. Amy stated that Carol is correct. She feels things got muddled when the commissioners did not fully understand that SCAS became a county entity in 2007.

Stephanie agreed that there was a lot of confusion and miscommunication. Stephanie said there is a lot of change in the last year. This year has been a lot of growing pains, trying to figure out where the confusion was and to clarify it. The county commissioners still look to SCAS advisory board for their recommendations; this is what this board is for, to look into an issue, believe it's the best thing for the program, then Stephanie takes it to the commissioners. This is the way it works. (31.50)

Kathy Stokebrand stated that SCAS has evolved since Sunny Kontor's time, that the pantry won't be the important thing now. Trudy stated that the meat packages were a way of getting 'into the door' for people who needed services. Amy said that SCAS will still have the meat package program and Feed America program. (35.00)

Town Hall Meeting:

Amy reported that about 35 people were at the town hall. She felt it was very successful. There were good conversations. People want more services, more transportation, and more senior center type services.

Marty stated that the results of the meeting are modifying Amy's work plan. All town hall meeting results will be used and may redirect priorities.

Amy said that it is nice to know what people want. She feels that now she has a good feel and sense of what people want. (36.36)

STANDING UPDATES

Work Plan

Amy passed out work plan goals. She explained how to read the plan.

Amy stated that Macey had an 'Eat All Your Vegetables' program and had 12 people show up.

The caregiver resource manual is a work in progress and the caregivers support group is on hold.

The caregivers' retreat is incorrect on the work plan. It is actually scheduled for September, and

Amy stated that it will be held in *The Back Room*. Also planned for the back room is 'Breakfast for the Brain' and a second 'Alzheimer's' screening'.

Amy is continuing to work on and adding to the website. Macey is working on the brochures for the office.

Kathy Stokebrand asked if we would need tables and chairs for the back room. It is on Amy's to do list. Amy is hoping for Roundup Funds from NPPD and possibly discretionary funds from Aging Partners. (41.05)

Budget

Amy announced that SCAS and Aging Partners will meet with the County Commissioners tomorrow for the annual dues request. She invited anyone interested or who wanted to give a show of support to come.

Amy announced also that last year when the budget was made out, somehow the budget she turned in wasn't the budget the commissioners approved. \$20,000.00 was omitted. No one is sure what happened or why. This resulted in being over budget by about \$7,000.00.

The commissioners were not too upset, but the budget will have to be opened to move the \$20,000 to the correct place in the budget. This will happen tomorrow.

The mistake was not realized until earlier this year. Because the SCAS staff is county employees, they are entitled to insurance buyback if they do not use the county's health insurance. Neither Amy nor Laura takes the county insurance, so they were entitled to the buyback since its inception in 2009. This was owed to them, and the County Commissioners agreed. This came up after the budget was approved.

Marty stated that the money was there, but it wasn't in a place (in the budget) where it could be used for expenditures.

Bonnie Schoenbeck asked how much the buyout cost was. Amy thought it was about \$27,000.00. She said she could get the total amount. (48.45)

Amy passed out the budget for the coming year, which is what she will submit to the County Commissioners. She showed her goals for Aging Partners for FY2016/2017. The requests from the towns are the same as last year. (50.20)

Trudy Kubicek asked about the space that the County Attorney would be vacating when he moves to the new courthouse addition. She wondered if there was any word on that. Stephanie also stated it was all up in the air. They are not sure what is going to happen to the space at the county extension office.

Trudy wondered about spending the money on more remodeling of our current building, if SCAS would be able to get the space. Amy stated that she was told to not plan on anything, to plan as if we are staying where we are. Most of the remodeling done was general maintenance and upkeep that needed to be done anyway. (53.10)

Amy's new work plan is not due until October, but since she had to do her work plan goals for Aging Partners for their annual report anyway, she passed out what she had given AP. Her work plan will be based on this report.

This falls in line with the town hall meetings and with AP goals. Our Workplan is included in their work plan, which will go to the state. (54.45)

NEW BUSINESS

New Budget

Amy pointed out in the budget summary where the leftover funds were included which can be used if necessary. This is what was omitted in the last budget. She put it in the “Miscellaneous” line item, so it would have a code. (56.15)

Nominations

Marty stated that according to the bylaws, the chairperson would be stepping down at this meeting with the chairperson-elect taking over as chairperson. Nominations for a new chairperson-elect would be made, and a vote would be taken. There is no process in the bylaws to do this when the chairperson-elect is unable to assume the office of chairperson.

Discussion ensued. Jackie Francis stated she would like to step down as Chair-Pro Tem.

Bonnie moved and Lila Bottolfson seconded the motion to have Marty Stones stay on as chairperson and Lorene Horky take the office of chairperson-elect. Motion carried.

Stephanie asked that the minutes reflect that SCAS is without a Chair-Pro Tem. (1.05.20)

ANNOUNCEMENTS

Laura thanked everyone who sent her condolences on the passing of her mother.

She also reported that Warren Memorial Hospital’s Manor is doing a “Lunch & Learn” the first Tuesday of every month. They will serve a complimentary lunch and have a speaker from 11:45AM to 1 PM. People must RSVP by July 1 for this coming month. Macey will be their speaker in October.

Carol Fictum thanked everyone who sent her condolences and prayers for the passing of her daughter and for her son’s health issues.

Trudy stated that Tabitha of Crete will be having an open house for their new building. She thinks it will be August 25, but to watch the papers for more information.

Scott Bartels said that Saline County Area Transit (SCAT) will be sharing a table with SCAS at the County Fair on July 21-24. They will also have their ice cream social at the Old Settlers Picnic in Western.

Kathy Stokebrand said that DeWitt will be having their July 4th celebration.

Stephanie said that the Wilber Care Center will have fireworks on Sunday and free food and entertainment sponsored by the Chamber of Commerce.

Next full board meeting will be September 26.

Meeting adjourned.

Respectfully Submitted,



Amy Hansen, Director
ABH/lam

ACTION LIST

1. Amy will continue working on getting a HDM contract with the WCC.
2. Amy will work on HDM in Crete.
3. Len Sand will call a meeting of the bylaws committee.
4. Amy will get other county's bylaws to the bylaw committee for their perusal.

SALINE COUNTY AGING SERVICES FULL BOARD MEETING
September 26, 2016, 1:30 PM, Saline Co. Extension Office
Swanton and Tobias hosting

The minutes were digitally recorded.

The Saline County Aging Services Full Board meeting was called to order by Chairman Marty Stones. Roll call was taken. A quorum was declared with 14 members present. Also present were Saline County Aging Services director, Amy Hansen, and staff Laura Mackeprang, and Macey Moore, along with Aging Partners staff Trudy Kubicek.

A motion was made by Lila Pribyl, and seconded by Carol Fictum, to accept the minutes as dispersed. Motion carried. (2.55)

ACTION LIST REVIEW

--Amy was to continue working on the HDM contracts for both Wilber and Crete. Amy stated that both contracts were completed, signed, and in motion.

--Len Sand was to call a meeting of the bylaw committee, which was done. Report to follow.

--Amy was to get the bylaws from other counties to the bylaw committee, which was done.

--Amy was to send the executive committee the financial report, which was done. Marty stated that it was decided (at the executive committee's last meeting) that a financial report would be added as a standing item to the agenda for each full board meeting.

--Amy will do home visits to assess the status of the HDM clients. Amy stated that she has received a broader understanding of the eligibility process for HDM, and so would like to discuss it later. She has spent her time setting up HDM with Wilber and Crete and the billing and suggesting contribution requests, etc. (5.05)

OLD BUSINESS

Bylaw Update

Amy passed out the proposed bylaw changes that she typed on behalf of the committee. Len stated the bylaw committee met Sept 8. He said that they weren't able to reach Richard Jiskra, so it was Amy, Scott Bartels, and himself that met to do the bylaws.

Amy explained the proposed changes:

In "Organization" the change was just housekeeping, as it was about a 'first' when the board was first formed.

In Section 3, "Quorum," they propose to change in the number to have a quorum from 55% to 40% of voting members, or 6-10 members for a 16-25 member board. (8.40)

Under Article 6 "Other", it was suggested we add a conflict of interest statement:

"Whenever the director, a member, or an officer has a financial or personal interest in any matter coming before the board of directors, the board shall insure that the interest of such director, member or officer is fully disclosed to the board of directors. No interested director, member or officer may vote or lobby on the matter or be counted in determining the existence of a quorum at the meeting of the board of directors at which such matters

voted on. Any transactions at which the director, a member, or an officer has financial or personal interest shall be duly approved by members of the board of directors not so interested or connected as being in their best interest of the organization. Payments to the interested director, member, or officer shall be reasonable and not exceed fair market value. The minutes of the meetings at which such votes are taken shall record such disclosure abstention and rationale for such approval."

Amy stated that this is to be a paper trail and a fair way of doing things for all parties. (11.20)

In Article 7, "Amendments", the proposed change was a point of clarification for proposing amendment changes to the bylaws:

"A proposal to amend these bylaws in whole or in part may be made at any regular meeting of the Saline County Services Advisory Board provided public notice requirements are met and proposed amendment or amendments are made available to the public as required and are personally provided to all members of the advisory board not less than 5 days prior to such meeting." (12.05)

Len Sand questioned the 40% needed to pass a change. He believes the committee decided on '2/3 of members voting'. The intention was to make sure everyone was informed of the process of notification of a change in the bylaws. Then the change could be made as long as 2/3 of the members present voted in favor of the change. (14.15)

Marty asked if there was any reason the changes could not be voted on today. Amy stated that she did not see any provision in the current bylaws that would exclude a vote today. She suggested that if it is decided to vote on them today, whoever makes a motion include 'with the changes discussed.'

Marty stated that most of the changes are housekeeping. Len asked about previous discussions on the possible need to have a committee or process for nomination of officers in the bylaws. There isn't any in the current or proposed changes. Marty stated that some bylaws do have this provision. He said the bylaws currently do not address this, which leaves it open as to how the board would wish to proceed in the future.

If the bylaws are approved they would go to the Saline County Commissioners final approval. Lorene Horky moved to accept the bylaws with changes. Kathryn Bolton seconded. Motion carried.

Marty thanked the bylaw committee for their work on the bylaws. Amy will go before the commissioners to present the new bylaws to them. (19.00)

STANDING UPDATES

Financial Report

Amy stated that we are 0% of our budget because the budget had not yet been approved. Stephanie stated that it was just finalized, so Amy should start getting the updated info on her financial reports soon. Amy offered to send everyone a report in October after it has been approved, since the next full board meeting will be in December. Marty asked her to do that. Marty stated Amy's financial report was to help the board see where SCAS was at financially.

Stephanie added that it was to also help everyone get the feel of the financial reports so that members would be less hesitant to serve on the budget committee. (21.52)

Goals/Work Plan Update/Program Manager's Report

Amy stated that Aging Partners (AP) encouraged the county program directors to make their work plan goals align with their goals, which would then align with the federal guidelines. Amy chose to focus on starting a pop up senior center. The pop up centers do not have a dedicated space, but "pop up" somewhere every month to provide services. The goal is to increase services in unserved or under-served areas within the county.

She also chose the goal to continue to get the word out using social media, print media, mailers, and newsletters, to let everyone in the county know SCAS is here and what it does. This is being done. She stated that it must be working, because the staff is increasingly busy and we increasing our numbers.

Amy reported that the pop up centers have already started. It is called "Full Circle" with a tag line of "serving the whole individual and serving the whole county". The first time it was done was in Friend with 24 people attending. Surveys were done to find out what they would like SCAS to provide in their community.

Tomorrow SCAS is having fall prevention bingo program in the Back Room. This program will be taken to Friend. Our very first congregate meal will be Wednesday at Friend. In the Back Room we have hosted an ice cream social, celebrated "Eat all Your Veggies Day", and hosted SCAS Olympics. Full Circle was also in Crete at Centennial Terraces. (Where, incidentally, a new Stepping On will be held as well.) At this point, whatever program is presented in 'The Back Room' will be taken to other communities through Full Circle.

Next month Full Circle will be in Friend with a Wii bowling tournament and a meal. Our Back Room has hosted coffee drinkers and card players. A trip to Nebraska City's Applejack festival was possible by partnering with SCAT.

Amy stated that she is going to try to determine whether we could take Full Circle to Western, thereby reaching Swanton and Tobias residents. A Caregivers' Retreat was held at the Dvoracek Memorial Library.

Amy stated that she has finally hammered out the HDM contract. In the last week, 8-10 people were added to the list. There is currently a HDM program in Friend through Friend Community Healthcare Systems (FCHS). Plans are in the works for FCHS to provide HDM in Dorchester as well. (31.30)

Marty stated that in Crete they lost some delivery people, otherwise it's been going fairly smooth. Amy shared that implementing a procedure to request a suggested contribution took a bit of time and work, but she is happy to report that requests have been sent to both Wilber and Crete participants. The suggested contribution for meals in Crete was kept when the program was taken over by SCAS. Unfortunately, it is too low and will have to be slowly raised as to come closer to costs, but not alienate people that need a meal.

Regarding eligibility for HDM, Amy stated that since there is no congregate meal site in Crete anyone over 60 is eligible to receive a meal. However, since she budgeted for a certain number of meals, the program can be capped, meaning that if too many people ask for HDM meals they can be prioritized with the frailest receiving them first. (34.25)

According to the contract, Tabitha will worry about the volunteers needed to deliver the meals.

Marty reported that occasionally volunteers are asked to deliver both routes in one trip. Amy stated that the meals have to be delivered at a certain temperature, so delays that cool meals are not acceptable. Of course, clients who need to visit can slow down delivery as well. Trudy reminded everyone that sometimes the delivery people are the only person they see all week.

New participants wishing to receive meals will need to call Amy to set up the paperwork to start the meals. For all other concerns, such as special diet needs, not needing a meal, etc., they should call Tabitha. The meals come from Garden Square. (39.50)

NEW BUSINESS

Marty suggested that maybe next year we have a table at Crete's Pumpkin Festival. Amy brought up that the Cornhusker United Way took part in the festival last year and wondered if SCAT was doing it this year. Scoot indicated that they were not. The possibility of sharing a table with SCAT next year was 'put out there'.

Areawide Meeting

Marty reported on the Areawide meeting in Lincoln. There is a major effort for a program redesign for services for Aging services and for those disabled. ADRC are Aging and Disability Resource Centers is a pilot program in four areas and is for people with disabilities.

Medicaid is going to managed care for everyone. It is called Heritage Health. People will have three insurance plans to choose from by the end of the year or they will be put into one, which might not be the best plan for them. People need to read their mail and make a choice.

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Kathy stated that we may have to look at our county programs, as well as our state programs, to look for other funding. Amy agreed and shared that Aging Partners encourages finding (additional) alternative funding and revenue streams. Amy said she and her staff have been discussing having a fundraiser for HDM. Kathy said that having HDM and other programs are good, but there is a cost with them.

Next meeting

The next full board meeting will be December 12 at 1:30 p.m.

Meeting adjourned.

Respectfully Submitted,



Amy Hansen, Director
Saline County Aging Services
ABH/lam

ACTION LIST:

Amy will do home visits to assess eligibility of HDM recipients.

Amy will present new bylaws to the county commissioners.

Amy will send the financial report to the board members.

SALINE COUNTY AGING SERVICES FULL BOARD MEETING
September 26, 2016, 1:30 PM, Saline Co. Extension Office
Swanton and Tobias hosting

The minutes were digitally recorded.

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Next meeting

The next full board meeting will be December 12 at 1:30 p.m.

Meeting adjourned.

Respectfully Submitted,



Amy Hansen, Director
Saline County Aging Services
ABH/lam

ACTION LIST:

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Amy will present new bylaws to the county commissioners.

Amy will send the financial report to the board members.

SALINE COUNTY AGING SERVICES
FULL BOARD MEETING
Monday, December 12, 2016, 1:30 PM
County Extension Office
Western & Wilber Hosting

The minutes were digitally recorded.

Chairman Marty Stones called the meeting to order. Roll was taken. There were six members present, including staff members Amy Hansen, Director; and Laura Mackeprang, Program Assistant. Also present was Trudy Kubicek, Aging Partners; and guest, Deb Jess of Tobias.

Deb stated that Dorthy Bartels asked her to come in her place. Deb expressed her interest in becoming a board representative for Tobias. Deb has lived in Tobias for 30 years. Her husband was a teacher at Meridian and is retired. Before retiring herself, Deb worked at Swingsters, then at Petersons for 20 years until they closed. She also worked at Husqvarna for a short time until they closed. Now retired, she is a housewife, with three sons and three grandsons.

Amy explained that she will go before the County Commissioners to request that she be a representative for Tobias. The board introduced themselves to Deb. (4.50)

A quorum was not reached. Therefore, the approval of the minutes of the September 26, 2016, meeting was postponed.

ACTION LIST REVIEW

- Amy was to do home visits to assess eligibility for the HDM clients. Since there is no congregate meal in Crete, anyone may have home delivered meals. Therefore, the home visits are not required at this time. Action completed.
 - Amy was to send the financial report to the board members. This was done.
 - Amy was to present the updated bylaws to the County Commissioners. This was done.
- (6.20)

OLD BUSINESS

Bylaws

Amy did present the bylaws to the County Commissioners, but they were not approved. The commissioners were concerned about lowering the required percentage of members present for a quorum. They suggested having, instead of the two representatives of each town each having a vote, that only one of the two be able to vote. So there would be one voting representative and one alternative. (7.30)

In turn, we would retain the same number of people on the board, but the number of voting members would be smaller. In other words, you decrease the number of voting members, not the percentage for the quorum. 8.25

Discussion followed on this idea and other ways of voting and quorums.

Having a rep and alt:

--If you are an alternate, why come?

--If both are present, who votes? What happens if the two disagree on how to vote?

--It would reduce the number of members and so reduce the number for a quorum.

--It is not supposed diminish the importance of the alternate.

The proposed bylaw changes decreased the quorum from 55 to 40%. Len Sand said that Scott Bartels had experience with other boards that were also running into this situation. Decreasing the percentage for a quorum helped. He also said that the bylaw committee tossed around the idea that the board had too many members. He felt that the commissioners were hinting the same thing.

--Kathy Stokebrand asked why the community reps at large vote. Could they be eliminated?

--Marty said the commissioners' suggestions cuts the voting members by half.

--Kathy felt that being an alternate would diminish their role. Amy said that even if an alternative, they would still have a say in shaping the board, but Marty said that anyone, board member or not, coming to the meeting could have a say.

--Would an alternative be less likely to come? 14.25

--Trudy stated that like today with no quorum, there was no one to represent DeWitt, Swanton, or Friend. Amy said that today 10 people are not here, and only two called. If the bylaws would have been updated, we would have had a quorum. 17.12

--Marty feels that having a large full board you have good representation from all the towns to get input. Then the executive committee meets to take care of many issues and then presents them to the full board to be more efficient. It seemed like a good compromise.

--Getting a reminder about the meeting would help, but everyone gets the minutes that tells the next board meeting, and they get a list of the whole years meeting schedule, too.

--Trudy says that having representatives from each town is important. She felt that one representative per town is not really enough, that two are needed especially to spread the word when needed. Kathy felt that the more you have that are involved, the stronger your program. 20.10

Marty wondered that if we explained to the commissioners that we meet only every three months with the executive committee meeting monthly, then perhaps they wouldn't mind having a smaller quorum. Amy doesn't think the commissioners are concerned with the number of people are on the board. She thinks they are more concerned with going below 55%, since this represents majority. 21.30

SCAS has the largest board of all the counties (under AP), but it also has the most towns. Kathy Stokebrand stated that our county also has the towns spread out and they are more isolated. This allows them to 'get together.' Amy asked the board, while making a decision, to consider the future. With it becoming increasingly difficult to find people willing to serve the board may be forced to look at the size of the board in the future.

Marty stated that this board was probably modeled after the Areawide Advisory board. 23.50

It was suggested that the agenda for the next meeting be sent out earlier, partially as a reminder of the upcoming meeting. The minutes are sent out much earlier.

The bylaws will be added to the agenda of the next executive committee meeting with the bylaw committee members. Next executive meeting will be January 23, 2017, at 9 AM in the Back Room at SCAS. 30.10

STANDING UPDATES

Financial Report

Amy only has the first half of December SCAS. She did not include this two week period in these reports, because it is skews the numbers. So she will always bring the most current, completed report. 33.00

Expenditures show that at the end of December we should be at 50% of the budget. Currently we are at 38% of our budget. Macey has only been gone one pay period, so this is largely due to Amy trying to save money, until she sees how Crete HDM is ends up.

These figures are for the month of November. There is also a year to date column includes everything up to November. So would have to spend \$16,000 to be at 50%. Typically expenditures run \$11,000-12,000 per month. 36.41

Home Delivered Meals (HDM)

HDM is under USDA raw foods. HDM started in Crete August 1. Amy stated the majority of Wilber participants appear to be paying the full suggested contribution. Crete has been asked to pay \$3.75, which covers a little over half of the meal cost. Amy does not have all of the bills from Crete, as the billing is working itself out. Marty stated that it seems that the meal count in Crete is down again now.

Amy has decided to 'rip the band aid off' and ask for a contribution that will come closer to covering the cost of meals starting February 1.

- The current cost of the meal is \$6.25.
 - SCAS receives USDA in the amount of \$0.70 per meal
 - A Fairer suggested contribution would be \$5.50. (making our goal $\$5.50 + .70 = \6.20)
- Amy said we would still swallow a nickel. She needs to ask for a fair market value.

Marty said that we should check on the price as they seem to have reduced the size of the portions. The menus must be 33% of Daily Recommended Allowances (DRA) of each category. Marty asked if this gets checked. Amy would not feel comfortable having someone come in to do that unless they were from Aging Partners. Marty wants to know if the clients are getting the correct quantities. Amy said they have to do the same for their clients at Tabitha. Amy said that it's been a bumpy road with Tabitha: the logs, the menus, and the 'billings'. The logs are filled out backward, which caused problems with billings until it was realized. They haven't sent the menus which Amy is supposed to send in, and the dates that the billings go out aren't up to the client's standards. Amy will have to talk to Crete about getting the menus. 46.30

Goals/Work Plan Update

We are doing our best since Macey left. It will be better now that Medicare D open enrollment is over.

Full Circle, SCAS's pop up senior center, will be in Friend on December 20 and in Wilber on December 16 with a short program of Jingle Bingo and a holiday sweater contest for the Christmas holiday. 48.00

Amy would like to take Full Circle to Crete, but is dismayed that the Wanek's center wants to charge us. They will waive the deposit (\$150.00), but there is still a fee. Amy explained to them who we are what we do, etc. Then they said \$5.00. Amy thought of going to the city council, but that was put on hold when Macey left. It was suggested that the cost for renting would cover their cost of the utilities, clean up, etc.

Amy feels that our agency helps keep people in their homes, and stimulates their economy

(with clients shopping in their stores, getting their hair done, paying their taxes and generating revenue, etc.) and they won't waive the fee completely? Marty said that they give each year to SCAS so they are paying, in effect, for SCAS services. Perhaps she should talk to Mayor Foster. 52.10

Tabitha has a new meeting room that is free of charge with a kitchen, which Amy will look into. Amy feels that she would like to use Tabitha. Trudy asked if SCAS would get people from the community to attend, or would SCAS become the activity for Tabitha people? Amy said that was a good point, because that's how they felt when they did Full Circle at Centennial Terraces. Amy agreed to let Marty talk to Mayor Foster about Wanek's. Since the Full Circle is not set at a special date (it pops up), we could take any available date Wanek's has open and not interfere with those who would pay to use the building.

Marty asked if we could do it at the Crete Area Medical Center. (**Side topic**) We do a congregate meal in Friend. They (FCHS) bill us for the meal. Amy told the board the trouble with the Friend Community Healthcare System and the last Full Circle there in November. They complained about the low turnout, and that the presenter didn't know the routine. The low turnout could have been due to the closeness to the holiday. And it was Laura's first time presenting there. 1.00.40.

Marty asked if they should talk to Foster or to CAMC, about doing Full Circle there. The board felt Amy should check with CAMC. Marty will 'open the door' by talking to Marilea Thiem for Amy about having a Full Circle at Crete, even with a meal. Trudy suggested that Amy get flyers out to 'the potluck people'. Amy ultimately wants to increase the number of Full Circle events in Crete to two per month in different places in Crete. 1.08.15

NEW BUSINESS

Monitoring Letter

SCAS was monitored by AP, because they have to do audits, and then they are audited. All the county programs were audited. There are three parts to the audit letter: Commendations, observations, and recommendations.

SCAS received high marks for the new pop up senior centers, HDM in Crete, and we have the most complete foot clinic program in the service area.

It was noted that SCAS should be getting AP the HDM menus. SCAS reached our service unit goals of 73%, just 2% under what it should be. They felt with the recent new programs that we would reach the goal.

Most of the recommendations were about the money handling. Now that we are doing more with more money coming in, she had discussion with them about what exactly was needed to be done: Two people counting the money, deposit money daily (but they will settle for weekly), and more prompt fiscal reports from Amy. Amy needs to answer by 16th of Dec, and will send a response to the board and the commissioners. 1.12.

Counting the money is sometimes a logistical problem, like when Laura returns from a foot clinic after hours and Amy is gone. But they said as long as it is locked in a safe place and two people open the box, that's fine. Amy stated that we have always had two people count the money. 1.14.00

New Items

In case the board members hadn't heard, Stephanie did have her baby, Jack Robert. Both mother and baby are doing fine. 1.14.30

PROGRAM MANAGERS REPORT

Hire status

Amy has interviewed 4 people, with the last interview being conducted last Friday. Amy has discovered that people don't want to work for \$9.00 (minimum wage). She doubts that even offering them Macey's ending pay would help. You can start at Subway and Burger King for more. She is offering the new hire 40 hours per week.

If you take the county's insurance, their cost is 10% of the insurance premium. If the new employee were to participate in the county's wellness program and accumulate 8,000 points, the 10% cost would be waived. If you don't need the county insurance, you are offered a buyout. This adds \$4,200 of taxable income that Amy could offer. Plus, if you don't use their insurance and get less than 8,000 points, you get docked 10% of the buyout. Because the wellness program runs calendar year, Amy is not sure how the wellness program would work with a new hire at this time, as they would have only a short time to accumulate all the points. Amy would like to know if the county insurance rates are based on everyone employed or everyone taking the insurance.

So between this insurance cost and minimum wage, the new hire would bring home \$300.00/week. The board suggested that Amy find out what the county classified Macey's job as and what the pay rate for it was, to find out a starting wage for the new hire. Amy said the last candidate who was already making \$16.50 per hour. Amy doesn't even make that. The candidate has said she would be happy with \$12.00 per hour and the buyout. Amy said that in the seven county Aging Partners area, she is fourth in seniority, and at the bottom of the pay scale by \$3.00/hour. The money for the new hire and pay increases comes out of the SCAS budget and it is not there.

Amy thought about fund raising or getting a grant, but she can't touch it until the new fiscal year, which is July 1. (1.22.30)

Amy said that she had been thinking about it and was wondering if the little bit of money not being used with Macey's leaving, she could find a dime or two more to offer. The board suggested checking with the county to get the pay rate to get a better feel for the wages. 1.27.50

The State Unit on Aging called held a conference call because they had a vista worker who wanted to know about pop up senior centers. They googled it and found out that we were the first ones to do it. Kathy said Randy said at a meeting that they were going to start pop up centers and Kathy told him they were already doing them.

Amy is thinking about getting 'the Full Circle' trademarked.

Medicare D Open Enrollment preliminary figures show us that we served 84 people and saved them \$86,000, which includes AARP's SHIIP figures. 1.33.00.

The next full board meeting will be March 27, 2017, at 1:30 PM at the County Extension Office.

The next executive and bylaw committee will meet January 23, 2017, at 9 AM in the Back Room at SCAS. Len will call the bylaw committee members to let them know. 1.34.38

Respectfully submitted,



Amy B Hansen, Director

ACTION LIST

Amy will ask commissioners to approve Deb Jess as a board member.

Add bylaws to the agenda

Send out the minutes early, then the agenda a week before the meeting

Amy will talk to Crete about the HDM menus

Marty will talk to Mayor Foster about the Wanek's building

Marty will talk to Marilea Thiem at the CAMC about SCAS doing Full Circle

Add disclaimer to agenda

Amy will send the board and the commissioners a letter of response to the monitoring letter

Amy will check to see what pay rate the county gives starting hires for Macey's job.

Len Sand will contact the bylaws committee about meeting with the executive board to discuss the bylaws.

SALINE COUNTY AGING SERVICES

FULL BOARD MEETING

March 27, 2017, 1:30 PM

Saline County Extension Office

The minutes were digitally recorded.

The meeting was called to order by Chairman Marty Stones. There were 14 members present, plus Stephanie Krivohlavek, County Commissioner; Trudy Kubicek, Aging Partners; and Saline County Aging Services Director Amy Hansen, and staff: Laura Mackeprang, Program Assistant; and Katie Keller, Outreach Coordinator. A quorum was declared. 1.50

Katie Keller, the new SCAS outreach coordinator, was introduced to the board. It was noted that Carol Fictum was absent due to her husband's accident. Marty shared the winter edition of the Living Well magazine, which had a spotlight article on SCAS, written by Amy, that he felt was nicely done. 4:40

Approval of the September 26, 2016 meeting was needed, because there were not enough members present at the meeting to reach a quorum. Laura hit the high spots of the December meeting. Lorene Horky moved and the motion carried to accept the December 12, 2016 minutes.

Since the members had copies of the September 26, 2016, minutes, Amy hit the high spots of that meeting. Kathy & Lila Pribyl moved to accept them as written. Motion carried. 19.30

ACTION LIST(s):

From December 2016

- Amy was to go to the commissioners to have Deb Jess approved as a board member. DONE.
- Add bylaws to agenda. DONE.
- Marty will talk to Mayor Foster about Wanek building. DONE.
Marty will talk to Marilee Thiem at the CAMC about SCAS doing Full Circle (FC). DONE (Marty stated that CAMC seems to be in position to do this. They want to be part of the community so Full Circle fits in well.)
- Add disclaimer to agenda. DONE.
- Amy will send the board and the commissioners a letter of response to the monitoring letter she received from Aging Partners. DONE. 22.40
- Amy to check to see what pay rate the county gives starting hires for Macey's job. DONE.
- Len Sand will contact the Bylaw Committee about meeting with the Executive Committee to discuss the bylaws. DONE. 23.15

From January 2017 Executive Committee meeting

- Amy was to go to the commissioners to have Deb Jess approved as a board member. DONE.
- Stephanie Krivohlavek will update the Commissioners on the 51% quorum for SCAS bylaws. DONE.
- Agendas are to be sent out a week before the next full board meeting and before executive meetings.
- Amy will speak with Marilee at CAMC.
- Amy will continue to work on hiring a new staff member. DONE.
- Lorene will send Amy the dates of the senior citizens pot luck meal in Crete, so Amy doesn't plan something on those days. DONE.
- Len will meet with the bylaw committee to address who reviews Amy's performance review. DONE. (The Bylaw and Executive committees actually met at same time.)
- Bylaws at next Executive meeting. DONE.
- Executive committee to go over Amy's performance review at their next meeting in February. DONE. 24.35

From February 2017 Executive Committee meeting

- Amy was to go to the commissioners to have Deb Jess approved as a board member. DONE.
- Agendas are to be sent out a week before the next full board meeting and before executive meetings. DONE.
- Amy to talk with Marilee at CAMC.
- Discuss bylaws at full board meeting. To be done today.
- Amy will present report on where she's at with the work plan and the budget at the March full board meeting. To be done today. 25.06

In order to update the full board on the progress made since the last meeting; the action lists from the last full board meeting (December), as well as from the Executive and Bylaw committee meetings in January and February were reviewed. Marty felt that although this may give more information than the board may want, it made the Executive Committee more transparent. Bev Plihal stated that on other boards, the Executive board reports on what has been done, so going over the action list serves as this report. 27.25

BYLAWS

Len gave an overview of what has transpired with the bylaws since the revision of the bylaws were approved for recommendation to the commissioner is December. These were presented to commissioners, but not approved due to concern with the proposed quorum reduction to 40%.

So it was decided that since

- 1) Only twice in six years has there been no quorum. (Hopefully by sending out an agenda before the meeting will help remind members to attend.) and since
- 2) the commissioners want the quorum over 50%, even changing the quorum to 51% would make little difference in the number of members needed to be present to reach a quorum, it was decided to change the quorum back to the original 55% and leave number of members the same.

At this time another recommendation was added to the bylaws. This recommendation was to clarify the role of the Executive committee and Full board. 31.20

A handout of this was passed out for approval. Amy read the changes to Article II: Purpose. The change adds:

- ***The following items will be addressed by the Aging Services Board or the Executive Committee:*** between the fifth and sixth bullet. This was to clarify the role of the Full Board and Executive Committee, especially concerning job performance, since the board is asked for their input on the program manager's performance.
- The word ***and*** in the ninth bullet between the words accomplishments and goals.

Everyone seemed to have a different copy of the revised bylaws, since there were so many versions before one was finally approved. Marty asked that a clean copy without any corrections, just the final proposed bylaws, be given out so that everyone would know what they were voting on.

It was decided that a proposed, final copy, will be sent out to the board members and there will have a very short, one item meeting, to approve the minutes after the volunteer luncheon April 24, 2017. 45.15

AMY'S REPORT:

She passed out a copy of the work plan that she had to turn into Denise Boyd in February. Denise has not yet commented on it. Amy feels that we are where we should be. She has heard nothing except accolades about Full Circle, our pop up senior center. The State Unit in Aging called Amy looking for

information on pop up senior centers, because when they googled it, our SCAS was the only one in Nebraska to start such a program. Amy has been asked to give a talk on to the Areawide Advisory Board on it. 49.30

Marty says that Amy's report helps the board see what the vision and direction Amy is going. Kathy asked how Full Circle is doing. Amy stated that the smallest number attending was 4, with an average of 10 most of the time. Amy said that her next step is going to other towns. Kathy asked and Amy confirmed that the list on the work plan is what was done through February. There will be two Full Circle events this month: In Wilber it will be 'Humor Day' with a guest speaker, then "Jelly Bean Day" in Friend. And SCAS will be looking to start a Wii bowling league.

Bev asked about getting information about our events to her early so that those at her senior center could be told of them. We will do our best to do so. 55.00

BUDGET

Amy handed out reports on the budget, for January, February and part of March. It is not a complete report, because she does not receive all her budget numbers from treasurer until the month is over. The most important page is the last page that shows we are at 68% of our budget for expenditures, which is 7% under budget for this time of year. 56.30

Marty asked about HDM, if she would be okay with the expenditures rest of the year. She said yes, although it may be tight. Amy said we did not get money from Cornhusker United Way this year, because CUW is looking to hire someone to get CUW 'on the map' and to become more of a force. CUW decided to hold the money the agencies would have received to be used for that. Because of this Amy could fundraise under that and use the money this year. She is waiting for Aging Partner's fourth quarter advance, which will be coming in April. This will help us get through.

SCAS did not receive a bill from Tabitha from August through December. Upon receiving a bill in January, Amy talked to Tabitha, who were happy with to work with her. 1.00.25

Amy stated that she talked to Denise Boyd about the letters she was going to send out to the Tabitha HDM clients, upping the requested contribution rate. She wanted Denise's opinion to make sure it was proper and legal. Denise asked her if either SCAS or Tabitha have a Block Grant contract--not Medicaid Waiver. Title XX block grant meals are for those not eligible for a med-waiver (or a nursing home), but are still extremely low income. Title XX would pay \$5.75 per meal, but USDA funding **would not be** available for these meals. There is paperwork involved in setting up the contract, but how much, she is not sure. She wonders if it wouldn't be better to get a block grant contract and be out a \$1 for block grant meals than to be out the full cost of the meal if these people can't afford to pay. Kathy Stokebrand felt, since the meal program is exploding, that it should be looked into if it would help fund the program. 1.1.32

Amy said that she may have to cap the program based on a client's fragility. The block grant would allow us to means test and ask about income, assets, etc. Amy does not want to cap meals and wait list clients, because statistics show they are more likely to die if they are.

Trudy said it is going to be hard to assess people, because they often don't want you to know how badly off they are. By shielding the truth, they hurt themselves. Trudy said you have to learn to probe when you do assessments. Trudy said that she used to be able to help fund meals, but now that there are USDA funds involved in the Crete Meals, she can't help. Amy wondered if DHHS's block grant program would be able to help those people. On a side note,

Bev said that the USDA payments have been stalled. She hasn't received anything since last October, but they are finally starting to send them out. 1.10.25

Marty asked Kathy Stokebrand what she has been hearing from the Areawide Agency on Aging. She said Medicaid redesign is to affect everyone. She was given no idea of what it will look like, as they are redesigning the whole program. They are discussing talking about a single entry door for help for people, which includes more people, so there will be more of a wait. Marty says this is because they are trying to trim expenses. Trudy says that this new Medicaid still has bugs in it. Case in point, she calls Medicaid and is told that she has a Heritage Health question. She calls Heritage Health and is told she that has a Medicaid question. There is talk of a full implementation of the redesign by 2020. 1.18.20

NEW BUSINESS

Katie reported that starting June 1st, we would be using LPI a Colorado based company to print out Newsletters for free. The information was given to us by Bev Plihal, who learned about the company at a conference she was at. LPI prints them free for us by approaching local businesses to advertise in the newsletters, thereby paying for the printing costs. We will use a mailing service to save on postage. Amy said it should save us \$2000 a year. Stephanie suggested having them talk to the Chamber of Commerce. 1.30.23

The Volunteer Luncheon will be Monday, April 24, at 11:30 a.m. at the County Extension office. Afterwards, there will be a short special meeting (with the full board) to approve the bylaws. Amy will arrange date for a budget committee meeting. 1.22.35

Board members whose terms are up in June were asked if they would be willing to stay on for another two years. Members were asked to update their contact information. 1.25.35

At the next June Full Board meeting 1:30 June 26, Lorene Horky will move to Chairman Position. Election of a Vice Chairman will need to be done at that meeting.

Lorene Horky moved and Kathy Stokebrand moved to adjourn.

Respectfully submitted,



Amy B. Hansen, Director
Lam/ABH

Action List:

Agendas are to be sent out a week before the next full board meeting and before executive meetings

Amy to talk with Marilee at CAMC

Send out final copy of revised bylaws to be voted on after the Volunteer Luncheon on April 24, 2017

Amy will call a budget meeting

Add election of vice chair to June agenda

**Saline County Aging Services
Full Board SPECIAL MEETING
Saline County Extension Office, 1:30 PM
April 24, 2017**

The minutes were digitally recorded.

The meeting was called to order by Vice Chair Lorene Horky in Marty Stone's absence. There were 13 members present, plus Stephanie Krivohlavek, County Commissioner; Trudy Kubicek, Aging Partners; and Saline County Aging Services Director Amy Hansen, and staff Laura Mackeprang, Program Assistant; and Katie Keller, Outreach Coordinator. A quorum was declared. 00.13

(This special meeting was called specifically to approve of the bylaws as presented by the bylaw committee at the last full board meeting on March 27, 2017. The minutes had been sent to all members prior to the meeting, so they had a chance to read them.)

The members were asked if anyone had questions, comments, etc. about the changes. Lorene asked for a motion. Kathy Stokebrand moved that the bylaws be approved. The motion was seconded by Bonnie Schoenbeck. Motion passed. 00.55

The minutes will be taken by Stephanie Krivohlavek to the County Commissioners for them to read. If they are approved, the bylaws will be sent out to the full board members. 1.07

Next full board is June 26, 2017. The next executive/budget meeting is May 8, 2017. 3.00

Action List:

Stephanie and Amy will take the approved bylaws to the County Commissioners for their approval.

Upon approval, Laura will print out an updated copy of the bylaws for board members.

SALINE COUNTY AGING SERVICES
FULL BOARD MEETING
June 26, 2017
The Back Room at Saline County Aging Services
The minutes were digitally recorded.

The meeting was called to order by Chairman Marty Stones. There were 12 members present, plus Stephanie Krivohlavek, County Commissioner; Trudy Kubicek, Aging Partners; and Amy Hansen, Saline County Aging Services Director; and staff Laura Mackeprang, Program Assistant; and Katie Keller, Outreach Coordinator. A quorum was declared. 1.50

Amy announced that the new tables and chairs were obtained through a request for discretionary funds she received from Aging Partners (AP). (3.25)

Bev Plihal moved and Lorene Horky seconded the motion to approve both the March 27, 2017, full board minutes and the April 24, 2017, special full board meeting minutes. Motion carried. (5.50)

ACTION LIST:

March 2017 meeting:

- Send out minutes before the meetings. Done.
- Amy to talk to Marilee at CAMC. Ongoing.
- Send out bylaws to board members to look over. Done.
- Signed copy of approved bylaws to board members. Ongoing.
- Amy to set up budget committee meeting. Done.
- Add 'elect vice chair' to June agenda. Done. 7.47

April 2017 meeting:

Stephanie and Amy will take bylaws to commissioners for approval. Done

Laura will print out approved, signed bylaws, for board members. Laura passed them out now. 9.40

May meeting:

Things to put on agenda: (all done)

- Approve budget
- Lorene assumes chairman from Marty
- Elect vice chair.
- Prepare for summer happenings. 11.30

Because this years need for fund raising, Marty explained the importance of summer happenings, and the possibility of utilizing them as opportunities.

Discussion ensued regarding the Crete Meals Program.

Amy stated that the Crete Home Delivered Meals (HDM) has been capped. Right now, there will be now new HDM clients added in Crete. They will be put on a waiting list, until funds are available or client need is prioritized by fragility. Last year, we did not overspend, but we did 'under receive'. When the Crete program started in August of 2016, 224 meals were delivered. That number peaked at 520+ in March of 2017, and is running at about 420 per month now.

To keep the program at the current number of meals served, SCAS will need \$35,000 to pay for all three meal programs. The budget includes the entire amount of meals, regardless of contributions, in case clients cannot or do not contribute. This amount does not include the \$0.70 per meal subsidy received from the USDA. 15.25

Cost of the meals at Tabitha is \$6.25, at the Wilber Care Center \$5.75, and Mom's Meals are \$5.00.

Amy is concerned about a few issues that have appeared with the Crete program.

- Tabitha's meal menus are sent to Denise at AP for approval. Since Tabitha audited by HHS, AP accepts Tabitha's menu cycle for approval (each cycle). Amy recently asked if they have moved to a Spring/Summer menu and was informed that they had not. (In June).
- A client has repeatedly voiced frustration with the quality of meals. When Amy asked if the client could keep a list of the meals received, the client stated that she had it all down since she started getting them. Amy stated that at this point, the menu does not appear to be followed, nor does she see a cycle.
- Client reported that the portions have gone down in size (around the time that the food quality declined)
- Observations made thus far: clients receive hamburgers or meat patties often, and sometimes hot dogs too, clients not receiving milk, and some meals do not appear to meet OAA standards. (Each meal is supposed to be 33% of the Recommended Daily Allowance.)

Amy consulted Denise and would like to obtain bids from other sources. 19.30

Amy is attempting to obtain **both** a Block Grant (Title XX) contract and a Medicaid Waiver contract. Both programs would reimburse SCAS for meals served to eligible clients on Medicaid. The difference between the two programs: eligibility. On Title XX, clients must meet income guidelines, while the 'Med Waiver' program clients must meet the criteria to be in a nursing home, but are able to stay home with a higher level of care. If SCAS can obtain contracts with these two programs, it could help alleviate the stress on HDM funding.

Amy is preparing to meet with Tabitha when all of the information is gathered. Their contract is up in August. Trudy is worried about care management clients who may need meals, but not receive them because the program is capped. Marty asked about prioritizing clients by fragility. Amy has learned that if there are clients who are a higher priority due to fragility who needs a meal, another client may be removed from the meal program and placed on a waiting list. 25.36

In regards to service coverage; Tabitha serves Crete, the Wilber Care Center serves Wilber, DeWitt Senior Center serves DeWitt, and Mom's Meals cover the rest of the county, including rural areas. Stephanie asked if we can switch Crete meals to Mom's Meals, to save money. Amy said the existing program must be offered first. (Hot meals are generally preferred.) If we get to a waiting list and prioritize, and then figure out how many we can support on the hot meals, can we then shift money to Mom's Meals? Amy will ask Denise for clarification, but she does know that if there is already a service, we can't duplicate services. Mom's Meals are meant to fill a gap, not replace services. 33.00

Kathy Stokebrand stated that Amy needs to find out how many ADLs are needed before people qualify for meals. Amy said we can set a threshold, but since the rules state that if there is no congregate meal site in Crete, then everyone 60+, who needs a meal, gets a meal. The Friend hospital does their meals on wheels program separate from SCAS. 35.50

Marty wondered if the quality of the meals improved, would the contributions increase. There are other issues with the Crete meals that are affecting client contributions. Amy receives comments with the contributions that the Crete meals aren't worth \$5.75. Kathy asked if the clients know how much the meals cost. Yes, it is printed on their suggested contribution request each month. Marty and Trudy suggested that they talk to Crete first. Amy agreed that Tabitha needed to be made aware of the situation; however, preparation must be done beforehand. It has only been a week since menus were obtained from the client. Trudy offered to go with Amy to talk to them. 40.00

Amy said that there are other issues with Tabitha, particularly a billing issue. A client complained that their contribution request included more meals than they received and Amy still has not seen the correction reflected on the bill SCAS receives. Also, record keeping has been called into question. Tabitha has asked SCAS when a certain client started meals, but one in the office had authorized said client for meals. SCAS will not pay for meals that they did not authorize, and Tabitha is *not* to sign clients up, but refer them to the program staff.

Action: meet with Tabitha before next exec meeting. 43.00

OLD BUSINESS

Bylaws are completed.

STANDING UPDATES

Financial reports:

The last expenditures for June and the revenue for May were passed out.

The June 23 report, which was the final report for FY 2017, showed that SCAS was at 94 % of budgeted expenditures.

The revenue report is from May, as June's is not yet available, neither is the total for this fiscal year. 45.00

The commissioners had to draft resolution to move money from the inheritance fund to cover SCAS payroll.

Besides the burgeoning meal costs, Amy realized that Anita paid SCAS's phone bill. Since there has historically been billing issues with Windstream, SCAS never sees the bill; Anita just pays it from SCAS's fund. And, the bill was \$600.00. Not having seen the bill, Amy is unsure why the phone bill was \$600. Amy asked Anita for copies of the phone bills. AP was paying for internet and now the bill is coming to us. Amy is considering asking AP to pay for the internet and would like to know the cost. Stephanie suggested talking to Tim McDermott first. Stephanie commented that perhaps the \$600 was toward the new equipment, as all of the departments are paying for the new phone system. 51.27

Action: Get phone bill figured out by next executive meeting. If it's high, Amy may have to adjust the budget.

The budget shows that we will not be asking for an increase from the County, towns, and villages.

Fund Raisers

Len Sand said that needing to fund raise \$22,000 thousand to balance the budget is excessive and wondered about the amounts that SCAS asked the cities and towns for. Amy had thought of that, however raising the city/county proposals even a dime is a drop in a bucket. Amy reported that she may have a chance through the Cornhusker United Way to attend a grant writing class. SCAS could use grant money. Amy wants to do a large fund raiser each year, along with several smaller ones. Amy is looking to approach Black Hills, NPPD, Walmart, and Farmland. 57.40

Stephanie worries that the commissioners are going to say it is a very ambitious goal and what happens if the goal isn't met? What happens if the commissioners they say the number is too high? What is an alternative? Marty asked what happens if we don't raise a dime? Amy stated that options included:

- Letting a staff member go
- Further cutting/capping HDM
- Looking at other programs to cut

Kathy Stokebrand said that she doesn't know of any place that doesn't fund raise. Katie shared that Seward does a monthly potato bake as a fund raiser. Marty said that would help, but it isn't going to be enough. Amy plan to start asking for a suggested contribution for Medicare D comparisons.

Stephanie said that she guarantees that Amy will need to present a list of fund raisers and how much she will get from each one showing it add up to \$22,000 to the commissioners. Amy said historically we have received \$5-6,000 from CUW, but not this year. 1.01.40

Amy has a quandary: Because SCAS is a county government agency, rather than a 501(c)(3), it is harder to access some grant money. Amy wonders if SCAS could trademark our Full Circle 'pop up senior center' model and apply for a 501(c)(3)? Amy hopes to discuss this with Tad Eickman.

Stephanie strongly suggests getting all of this done before she meets with the commissioners, and to bring it with the budget.

1.05.10

Carol Fictum spoke about fund raisers at other places and how it will be a challenge. Scott Bartels shared that Saline County Area Transit (SCAT) fund raisers often had better luck when they ask for a 'free will' donation, instead of a set amount. Amy said that even if we say we are going to fund raise a lesser amount, any money over the amount stated in the budget, whether it's through fund raising, donation, grants, or otherwise, CANNOT BE SPENT. Funds not written in the budget will not be available for services.

Scott said SCAT is not a 501(c)(3) either and struggles with this, too. He wrestles with the idea of setting up a foundation for SCAT. Marty said that we need to find a way to be able to spend the money raised by fund raising. Amy reiterated: that is why \$22,000 is budgeted in fundraising. It may seem like a large amount, but cannot be spent if it is not in the budget. If SCAS only raises \$10,000, only \$10,000 is spent. Likewise, \$30,000 was raised, only \$22,000 can be spent.

Stephanie said she wants Amy to be ultra-prepared. Stephanie shared that there may be some confusion about the money SCAS receives. (SCAS is a line item in the county budget: their funds are not county money, their expenses are not county expenses.) This program is a hybrid; unlike anything else that the county deals with, so there may be confusion and apprehension. 1.17.00

Last year's Annual Report showed that for every dollar the county spends in dues to Aging Partners, \$7.49 worth of services are returned to Saline County seniors. (For the \$28,505 the county gave AP, we received \$155,091 worth of services and funding). Stephanie says that SCAS needs to reiterate the benefits of this program; the commissioners seem to only see the dollars. Keeping people in their homes not only helps clients age with dignity, but affects the towns, (including businesses) in a positive way. The meeting with AP and the commissioners is July 25 at 9:45 a.m.

SCAS Executive committee meeting will be Monday, July 24 at 10 a.m. 1.24.00

Work plan:

2017 accomplishments for the AP report:

- Amy is working with Martha to draw up the annual report. The report shows that SCAS served an unduplicated count of 723 clients, up 9.7% from last year.
- Served 105 clients for Medicare D comparisons during open enrollment and saved them close to \$100,000.00. 1.27.00

AP is very pleased with SCAS: Full Circle is the first pop up senior center in their service area, and in Nebraska. Amy has been asked to speak about Full Circle at an area wide meeting.

Next Years' Goals:

1. Take Full Circle to other towns. Crete for sure and maybe Western, Tobias, and/or Swanton. The board suggested starting in Western, as this would be feasible for those living in Swanton and Tobias, too.
2. Get Title XX and Med Waiver contracts
3. Fundraise
4. Utilize Fundraising to evolve '*The Back Room*' into a senior center for Wilber.

NEW BUSINESS

Lorene will be the new chairman for the Saline County Aging Services Advisory Board. She said Marty could finish this meeting. A new vice chair is needed for the new fiscal year. Len Sand and Carla Hubbard are both thinking about doing this. Kathy moved to postpone the vice chair appointment until next time.

While discussion occurred, sign-up sheets were passed around for Czech Days and for the County Fair. Katie shared SCAS's plan to have a bake sale for Czech Days, and passed a sign-up sheet for donating baked goods if anyone was interested. SCAS is asking that the baked goods could be brought to the office by Thursday, so they can be packaged for sale. Those in Crete who bake goods need them at Trudy's office by Thursday morning early, and Katie will pick them up before she goes to work that Thursday. 1.47.30

Monday, August 21 at 11.58.42 a.m., the first Solar Eclipse in 99 years will occur. Saline County is in the path of totality for the eclipse. Crete and Wilber are hosting activities all weekend. SCAS is considering doing a fundraiser that day. Stephanie said although the schedule of events has been printed up, SCAS could advertise solo or become a sponsor.

Marty asked about doing a joint fundraiser with SCAT, as it is very hard to do fund raisers without help. Kathy said that first you need to know when you will fundraise, and then you can decide what you are going to do, etc. Marty said to put it on the agenda for the next meeting, but that is in 3 months so it was moved to the next executive meeting. 2.02.50

A fund raising committee is needed. Marty asked who can help. No one stepped forward. Carla Hubbard offered to help. Kathy Stokebrand said that she would help with one big fund raiser, but cannot help with all of them. Amy said that we can do the little fund raisers, but we need help with planning a big one. Kathy said Amy's goal may be a little high. Amy said getting \$10,000 would be great, and she could cut back on programs. She wouldn't have to cap the HDM program. 2.07.30 Marty revisited the vice chair position. Carla is willing, as is Len. Amy asked if they want to do it jointly, they agreed. A motion was made by Lorene Horky and seconded by Lily Pribyl for Carla Hubbard and Len Sand to be co vice chairs. Motion carried. 2.09.15

A motion was made by Scott to accept the budget, seconded by Lorene. Motion carried. 2.11.30

Next executive committee meeting will be July 24th at 10 a.m., at SCAS.

Lorene Horky adjourned the meeting.

Respectfully Submitted,



Amy Hansen, Director
ABH/lam

ACTION LIST:

- Amy to talk to Marilee at CAMC.
- Amy will find out: if we are wait listing people, can we shift them to Mom's Meals
- Amy will get phone bill figured out
- Amy to find out if Full Circle can be trademarked and have a 501(c)(3)

SALINE COUNTY AGING SERVICES
FULL BOARD MEETING
September 25, 2017, 1PM
The Back Room at Saline County Aging Services

The minutes were digitally recorded.

The meeting was called to order by Past Chairman Marty Stones in the absence of Chairman Lorene Horky. Len Sand and Carla Hubbard, Chair Elects, were also unable to attend. Roll call was taken. There were 11 members present, plus Stephanie Krivohlavek, County Commissioner; and Saline County Aging Services Director Amy Hansen, staff; Laura Mackeprang, Program Assistant; and Katie Keller, Outreach Coordinator. A quorum was declared. 2.00

Bonnie Schoenbeck moved, and Bev Plihal seconded the motion to approve the minutes as written of the June 26, 2017, full board meeting. Motion carried. 3.32

REVIEW of ACTION LIST

From June Full Board Meeting

- Amy to talk to Marilee at CAMC. - **On hold**, until funds are available.
- Amy will find out: If we are wait-listing people for HDM, can we shift them to Mom's Meals? No, we can't, because it is the same thing. Aging Partners (AP) is currently reworking the meal contract. Amy is not sure Mom's Meals will continue to be with AP. Wait listed clients can get the meals by paying full price. -**Closed** 4.48
- Amy will get the phone bill figured out. Amy is still waiting to hear from AP as to whether they will cover the cost of the internet. She has asked twice. Denise Boyd told Amy to let the board know that she has passed on the request. -**Ongoing**

Kathy Stokebrand explained that the reason the bill was higher was because of the new phone system that the county put in. Stephanie said that since we didn't ask for the change in phone systems, and no one was aware of the increase in cost that it would bring, the County will pay the phone bill this year, but said not to plan this for next year. Since the County does not pay for this program, AP does. We are a line item in the budget, and they act as a conduit for the monies we receive. Therefore, Stephanie said that AP should be paying for the phone.

Marty said we should check into other services, to see if we could find a less expensive alternative. Amy said that there were a lot of technical issues with the old phone system. Stephanie said the commissioners want the public to see SCAS as a county program. Stephanie said that if the budget cuts are needed next year, the County will discontinue paying the phone bill.

Next year, if the county does not cover the cost, at least we will be forewarned come budget time, so we were not caught off guard again. In regards to finding alternative phone systems,

Amy also said that AP will require us to have very secure internet lines, considering the private information we are privy to, and the databases we access. 14.20

- Amy will find out if Full Circle can be trademarked and have a 501(c)3 status, by talking to Tad. Amy said she has had too much trouble getting ahold of Tad. He has never gotten back to her. She spoke with Randy Jones, who told her that having a 501(c)3 may open up issues with which we do not want to deal. She feels this is not the way to go at this time, especially given that she can now get around the 501(c)3 difficulties for certain grant purposes. **-Closed.** 16.45

From July Executive Committee Meeting

- Update Brochures. Brochures are correct, and up to date. The brochure in question was an older brochure that mistakenly found its way to the county fair. Marty extended his thanks to all who helped with all the summer events (fair, Czech days, fund raisers) **-Done.** 17.40
- Keep asking Tad about 501(c) 3. **-Closed.** See above.
- Check to see if other groups are under AP umbrella. The thought was to see if we would be eligible under AP to receive grants. Marty, Kathy, and Amy forgot to ask. Amy said that she feels the answer would be no. Kathy said that she would have thought that Randy would have told her so if were able to, when they spoke earlier about funding. **-Done** 19.25
- Phone Bill. **-Done.**
- Amy to check with AP about internet bill. **-Ongoing.** See above. She will keep asking until she gets an answer. 20.25

From August Executive Committee Meeting

- Amy to check with AP about internet bill. **-Ongoing.** See Above.
- Amy will email the executive committee the income and expenses for the HDM. Amy apologized and will get this to everyone. We will cover this more fully under Old Business. 21.35
- Amy will begin the process of evaluating Crete HDM clients and set up criteria to decide who needs them the most.
Katie and Laura did new intakes and home visits of the Crete clients, while Amy was recuperating because it was decided at the last executive meeting to not waste any time in doing so. **-Done.** 22.15

OLD BUSINESS

Crete Meals:

The decision was made to cap the amount to funding to the Crete meals and reassess the participants. Since it has been a year, we are in the process of reauthorizing everyone. We are looking to see who still meets the qualifications and who no longer does. We were able to get one

client on a block grant meal, and have helped with the application for two other clients. We are waiting to hear if they qualify.

The criteria that Amy will be using to evaluate client need for the meals will be age, medical fragility, and homebound status. She has been working with Denise to ensure that the criteria are acceptable and within the standards of the Older Americans Act (OAA). We also discussed living alone as a factor. Amy has prepared a letter to the clients who being wait-listed. She has been waiting to see what becomes of the applications for the other two block grant go through, as their acceptance would free up meals for two people. 24.48

Since this was a full board meeting, Marty explained why we are doing this: The budget shows an amount of \$22,000 needed through fundraising to make it balance. This amount is substantial, and the commissioners were concerned. Since the clients in Crete have not been paying the full suggested contribution toward their meals, SCAS was losing too much money each month on meals. We cannot continue to do this without making cuts in programs and staff. The assessment allowed the decision of who needed the meals and who was receiving them for the sake of convenience. We need to cut the number of meals we subsidize to a number that the budget could handle to keep us financially sound. 27.18

Amy pointed out that it is a misnomer to say that she needs the entire amount money to balance her budget. She said that she has a larger amount for fundraising because we can spend only the amount we budgeted. If we raise more than the budgeted amount, we could not spend it. Likewise, if we do not raise the budgeted amount, other areas will be pared back. She has no intention of cutting staff. 28.00

Kathy suggested that perhaps the clients don't realize the cost of the meals. Amy stated that they received a contribution statement that states the full cost of the meals and how much the suggested contribution is. Because of stipulations in the OAA, we cannot 'enforce' a suggested contribution. She says clients have even written that some of the meals are not worth \$6.25. 28.34

Amy sent out surveys to the HDM clients with their last contribution statement. Amy said that one gentleman who receives the meals is very pleased with them, and the amount, but then an older woman says that there is not enough food. Amy is alarmed that the new menus for the new cycle are not following the contract. They are using smaller Styrofoam containers, not providing milk, and not following the menu. Tabitha has told Amy that there was there was no place to store milk. Tabitha also insists that they informed Amy that milk is a non-starter. Amy said does not remember that. As milk (or dairy) is required to make each meal balanced, it would have been a deal breaker, and besides, it is in the contract. Tabitha swears that the meals meet the guidelines. They may be able to get by without milk if they provided a serving of dairy on a daily basis, but they are not. 36.00

Discussion of options followed, including

- piggybacking on AP's new contract, (which is in the approval phase)
- expand Wilber meals into Crete
- locate a different vendor
- check on getting meals from the jail

Tabitha says they are actively recruiting for delivery volunteers, but Marty said that he hasn't seen any evidence of it: nothing in the paper, no one coming to his church to recruit. Amy said that Tabitha of Crete has not seen the contract that Lincoln signed on their behalf. It is in the contract that Tabitha is responsible to find volunteer deliverers.

--drop Tabitha and use Mom's Meals, which cost less, offer client meal choices, and are delivered to their door. 41.40

Stephanie said Amy has been having issues with the billing. She does not feel that they are living up to their contract and how long do we give them to fix it. Amy said that they broke the contract in the first month when they did not provide a bill by the fifth of the next month. We do not have a contract with Tabitha at present. 43.38

Marty summarized that we have three options:

- Mom's Meals
- check with the jail
- expanding the Wilber meal contract into Crete.

Mom's Meals come from Iowa. They are refrigerator and shelf stable foods that last 18 days. They are packed fresh, not frozen. They go over the whole country. FedEx delivers them to the client's house. They are balanced, had milk, and are to be heated. Clients can order which meals they want. They also have special diets: diabetic, renal, cholesterol, gluten free, vegetarian, low sodium, and cancer support. 48.30

The meals from Lincoln are hot meals, and piggy backing on that was up to timing. They wanted to get situated in Lincoln first. Those meals cost AP \$8 per meal. 50.43

That concludes bringing the full board up to date since the last full board meeting. Marty again thanked everyone for the help

Carol Fictum asked if the meals are only available in town. Amy replied that right now, the DeWitt Senior Center takes care of HDM in DeWitt, the Wilber Care Center for those in Wilber, and Tabitha for those in Crete. Mom's Meals cover all other towns and rural clients.

Phyllis Svehla said that Friend has meals in town through the hospital. Those who live out of town can pick up their meals. They are not affiliated with us and are not OAA meals.

Marty stated that one disadvantage to Mom's Meals is not being able to check on the client daily. Also, the client loses the social aspect of interacting with the volunteer. Amy suggested that telecare program could utilize the savings from going to Mom's Meals. 55.20

Fundraisers:

We made just under \$500 at the bake sale during Czech Days. Amy thanked board members very much for bringing baked goods. Amy said it will be done again for the Christmas Home Town Holidays in Wilber at Sokol on December 2.

The Taco Bar during the Eclipse about broke even, even though we extended the event through Monday. The leftover food will be used at the Community Meal on September 18 in Wilber. 59.45

STANDING UPDATES

Financial reports:

Stephanie reported that the Commissioners approved SCAS's budget last Tuesday. Amy has not seen any report as yet. SCAS should have money coming in from AP, the county, and towns.

Amy applied for and received two grants, one from Immanuel Vision Foundation and the other from Black Hills Energy, totaling \$3,000.00. She has feelers out to see if she could apply for more. NPPD has a grant due the 29th for which Amy would like to apply.

Amy has been doing a lot of research and has a spread sheet of grants for which she may apply.

Marty asked if we received blanket letter of permission to apply for grants. Amy has to go for each one, but Stephanie said that the next time she needs a letter from the commissioners, she will ask for a vote to give a blanket letter. 1.05.20

Work plan:

She has been working on the grants, has written two and received money from both, and is researching two more. She has done two fundraisers. Moving Full Circle into Crete and Western is on hold until the money situation is straightened out.

Everyone should have a copy of the work plan. 1.06.20

NEW BUSINESS

The next full board meeting will be on Monday, December 11, at 1:30 p.m. in the Back Room of SCAS unless there is a conflict with the clients.

2018 calendars are available. We may not do them next year.

The next Executive Committee meeting will be Monday, October 23, 2017, at 9 a.m.

Meeting adjourned. 1.16.02

Respectfully Submitted,



Amy Hansen, Director
ABH/lam

Action List:

- Amy will send the full board the income and expenses of the HDM program.
- Katie will remind the board of Dec 2, to see if they are willing to bake something for the bake sale.

**SALINE COUNTY AGING SERVICES
FULL BOARD MEETING
December 11, 2017, 1 :30 PM**

The minutes were digitally recorded.

The meeting was called to order by Chairman Lorene Horky. Roll call was taken. There were nine members present, plus County Commissioner Stephanie Krivohlavek; Aging Partners Trudy Kubicek, Denise Boyd and Director Randy Jones; and Saline County Aging Services staff Director Amy Hansen, Program Assistant Laura Mackeprang, and Outreach Coordinator Katie Keller; and one guest, Sandra Andelt. (A quorum was reached, though not declared.) 1.30

Marty Stone moved to approve the minutes as written of the September 25, 2017, full board meeting. Motion carried. 2.00

REVIEW of ACTION LIST:

Amy will send the full board the income & expenses of the HDM. Done.

Katie will remind the board of the December 2nd bake sale. Done.

Katie said the actual bake sale went well and brought in about \$500.00. Katie said there was not a big response from the board to donate bake sale items, but those who did brought wonderful ones. Plus, all the staff members did a lot of baking for the fundraiser. 5.00

OLD BUSINESS

Tabitha Home Delivered Meals

Everyone on Crete HDM has been moved to Mom's Meals. The last day Tabitha will deliver meals will be December 13. Mom's Meals will start December 14.

An overview of Mom's Meals: Meals are sent via FedEx from Mom's Meals. They are fresh, not frozen, and are refrigerator/shelf stable for 18 days. They cost \$5.77, and they will be delivered every other week. They meet the 33% OAA meal requirements and will have milk with them. The clients will be able to choose from a menu those meals they would like. 6.50

We have a shortfall with Tabitha, which is why we switched to Mom's Meals. We are not serving as many because the clients were prioritized according to the criteria needed for them to receive meals. We are serving only the most fragile. Amy worked with AP to develop the criteria. The shortfall is because the clients did not contribute as much as had been hoped, even though they knew the full cost of the meals.

Amy said that Mom's Meals jumped the gun by calling the clients. Mom's Meals had told SCAS that if the paperwork was in by Tuesday, then they would receive meals the following Thursday, not the Thursday two days from when it was submitted. So Mom's Meals started calling the next day before SCAS staff could let them know of the change. Some clients hung up on them, thinking they were scammers.

SCAS staff called all HDM clients, then a letter was sent out to them. Katie felt that most of those who were upset about the switch was because it was change from their routine. They had legitimate concerns, like what's to stop them from being stolen. But for most people they will be delivered twice a month, so they should be able to be home for the delivery or be able to find someone to take care of the package if they are gone. 12.10

Trudy stated that those clients she has who are receiving Mom's Meals through the Waiver program like them. Denise said it's the same technology that they use in the stores--vacuum out the air to help keep them longer. Amy said that we have had a wide range of clients receive them and never had any complaints. 15.35

STANDING UPDATES

Financial reports:

Amy reported that we are out of money. We have an \$18,000.00 bill will Tabitha. Any overage we had in our budget was eaten up by the meals. Contributing factors included not receiving the requested client contribution rate from those receiving HDM, the new HDM program got out of hand, and there wasn't enough budgeted for lack of client contributions, and Tabitha billing was late and often incorrect. 20.30

Randy did a spreadsheet to show expenses and income for the next six months:

- There is an increase in health care costs, a significant expense.
- Amy was doing well on seeking other revenue sources, but the amount may be a bit high.

He stated that they were not auditors and were not suspecting anyone of any wrong doing. They are trying to fix the budget for the next six months to keep the lights on. There will be a \$9,000.00 deficit for December. The fiscal year ends at the end of June. 23.15

AP's role is as a funder. They provide some direct service. AP's role is to provide technical resources. There are strings attached to the money SCAS receives from AP: state and federal regulations must be met. They are technical support so that Aging Services continue in Saline County will continue.

His suggestions to the Executive Committee, which are a stop gap measure, for the last six months of this fiscal year. He feels things will improve, but they can't continue as they are. He noted that:

- Personnel Costs are 67% of overall budget. Suggest cutting staff to one employee, who would act as the manager. Though money would be saved by having only one staff, you would have additional costs of unemployment insurance, vacation payout, etc. 27.20
- Utilities was corrected to \$6,619.00, which is a 47% increase.

No matter how hard they tried, they could not balance the budget. There will be a shortfall of \$5,000.00 at the end of the fiscal year. The goal is to have a balanced budget of \$0 at FY's end.

Next budget year will be better financially. Stephanie commented that the \$18,000 Tabitha bill is not shown on the budget Randy provided. 29.05

If you chose to take their recommendations:

--Drop two staff.

--Decrease manager's hours to 35 per week. May have to change the hours of operation from five to three days a week to accommodate the office work that will be needed.

--You have already made the shift from Tabitha to Mom's Meals

--Need a priority list of programs from Amy to know which to keep.

--Suggest adding volunteers to help, especially with the foot clinics.

--AP can help with training and orientation, and they have diabetes self management classes that could be brought in. 32.15

This is a saline county decision. They are just giving their profession opinion.

Selling any assets, like the van, is only a short term solution. Selling the van will increase staff mileage. It would be an income. 35.20

Discussion on interlocal funds. 38.15

To keep the Aging Partners funding coming, we are to use it to serve those 60 years and older and the priority services like information and assistance and home delivered meals. 39.30

AP wants to help solve the Tabitha bill with the county. 40.35

Stephanie said the County Attorney is checking on the contract, but she has not heard back from him. She will see him tomorrow. 41.30

Since commitments are a liabilities to the county if they don't get paid, Randy will suggest to the county commissioners that they decide when contracts should go before the commissioners for approval. He also suggested that SCAS get someone on their advisory board with financial expertise. Whatever softward is used by the manager, it needs to be able to handle fund accounting. 43.40

There will be an executive meeting after this full board meeting.

Discussion on postage costs ensued. Randy reduced two month's of postage. We have a contract with the newsletter printers through July. The newsletter is printed, folded, mailed for \$.39 each. We have contracts also with the Wilber Care Center. Our contract with Mom's Meals is piggybacked onto AP's contract with them. We have no contract with the nurses who do foot clinics. The contract with MJM is also through AP. 52.50

Insurance for the building, van, etc. is through the county. We do not pay anything. 54.40

Randy stated that there is an interlocal agreement between AP and the county telling who is responsible for what. 55.00

Monies from Cornhusker United Way will arrive in January. Lumosity could be eliminated.

Guest Andelt stated that she had a client owed Tabitha money for a short term stay. They took her off the list to get HDM. 1.02.30

Randy said that the board knows better than anyone the importance of this program. We need to explain why this is so important to the commissioners. In the next two years 60% of the population of Saline County will be over 60 years old. We have got to grow programs, not eliminate them.

The interim solution is to go one step back so we can go two steps forward. We are going to need to increase funding to make it grow to where it needs to be. We are getting only 10% from tax dollars compared to what other counties are getting based on the population we have. There is a need to educate the commissioners. Would like to ask for more money, but we need to be careful since we have a problem now.

Amy wanted everyone to know she is sorry that the board and the program is in jeopardy. She said she should have asked for help sooner. 1.08.10

Randy suggested that Amy prioritize the programming so that decisions could be made. Amy said that it is meals, foot clinic, and Medicaid/Medicare assistance. There are more and more people turning 65 all the time who need help signing up for Medicare and Social Security. We help people empower themselves, we educate. We do a lot of social work to help people. We are Senior Health Insurance Information Program (SHIIP) counselors. 1.16.30

Randy asked Amy to make a list of all the programs we offer, to see which programs we would be comfortable to cut. 1.18.45

Randy said that this sensitive. Nothing has been decided yet, so please keep this information confidential.

Meeting adjourned. 1.20.10

**SALINE COUNTY AGING SERVICES
FULL BOARD MEETING
March 26, 2018, 1:30 PM**

The minutes were digitally recorded.

The meeting was called to order by Chairman Lorene Horky. Roll call was taken. There were 10 members present, plus County Commissioner Stephanie Krivohlavek; Aging Partners Denise Boyd; Saline County Aging Services staff Laura Mackeprang and Katie Keller; and guest Lori Moldenhauer, the future new Program Manager. A quorum was reached. 2.00

Lori Moldenhauer was introduced. She will start work April 2. She told a little about herself. 3.16

Bonnie Schoenbeck moved and Lila Pribyl seconded the motion to approve the December 12, 2017, full board minutes as written. Motion carried. 4.08

A couple of board members felt that, even with the highlights of the executive committee, they felt outside the loop. Lorene asked that if any board member has any questions to please call or email. 7.20

Action List Review

Marty Stones brought the full board up to date on what happened since the December full board meeting:

The meal program got away from them, which caused us to be in the red. Aging Partners came down to help SCAS help figure out our options. Stephanie asked Marty to look at the finances. All the extra funds SCAS had been gone. It was decided to let Amy go.

Marty worked on the budget and finances. He talked to Tabitha and they agreed to decrease our bill to them by \$7,000.00. 11.30

The commissioners, the treasurer's office, and the county clerk's office have all been wonderful in helping Marty do the budget. The commissioners came up with extra money, Aging Partners came up with an extra \$10,000.00, and the commissioners will take care of the balance through the rest of this fiscal year. 12.30

The commissioners agreed to pay benefits for the staff and in the future, which is huge (\$30,000.00) and will help the budget immensely. The budget has been submitted to Aging Partners, but not to the county. Aging Partners kept our funding for next year the same. Marty said they were committed to helping keep this program going.

The only outstanding item was the phone bill. It is in the budget for next year. If it's covered by the county, we are in good shape, if not we will have to fund raise. 14.20

Katie reported that we have capped all the meals in the county. Those who are subsidized had to meet certain criteria. If they still wanted meals, they would be private pay and have to have their bill paid by the 15th of the month or services would be stopped.

The only issue the staff has is dealing with Mom's Meals clients in which there is a lag time and so it makes a lot of paperwork for the both SCAS and Mom's Meals when there is non-payment of meals. The private pay clients are required to pay each month or their meals will be canceled. To keep it fair for everyone and to save the time doing the paperwork, Katie asked about charging a

restart fee to get their meals going again when there was non-payment. The hope is that those who are always late will think twice about incurring the restart fee.

Katie also suggested a contract for just the private pay (non-subsidized) HDM clients so that the clients would be informed and understand their responsibilities. Denise stated that we can do this as long as they are private pay and not subsidized.

Bev Plihal suggested that perhaps the billing doesn't work with when their social security checks arrive. She has that for a couple of people in DeWitt. Katie said that is what happened to get us into trouble the last time with the private pay clients.

Marty said that the staff needs to keep track better of pending expenses so that it is known what the balance is, then it would be possible, if the money was there, to wait longer for their payments. Katie said that if you give a grace period to one, you would have to give it to everyone. Lorene thought that this should be documented and to find out why they aren't paying. This is something that Lori will have to work out.

It was thought that having a re-start fee would be a good way to start. A contract would also be a good thing. The lag time between delivery and canceling a meal is a problem with the Mom's Meals, and because the county has a lag time between submitting the bills and getting them paid. 27.20

A **Home Delivered Meal contract** with the Wilber Care Center (WCC) needs to be set up. Denise needs this because Aging Partners is getting pressure from the state. Stephanie said that Lori could sign it after she starts working. She is the hired director and it will be her job. The commissioners don't feel it's their responsibility. Denise wanted to know if Lori will have that authority.

Stephanie feels that those contracts are agreements with this department. Other county departments don't need the commissioner's approval to sign contracts except for something major. 35.34

Marty said that he didn't think the board needs to get involved to write the contracts to execute programs. It is pulling the board into the day to day business instead of as an advisory board. This board is to provide the strategic long term help, and not to be involved in the day to day micromanaging of business. 36.50 Stephanie had to leave.

Denise said that the problem she has had is that she has not had any communication channel from anyone with the Wilber Care Center to review and approve their meals. Because we do not now have a contract with the WCC, Denise has no authority to make sure the meals are up to the Older American's Act standard.

Someone needs to talk to the WCC that we want to renew the contract. This will be left up to Lori and Denise. The USDA funds won't be available if we don't get a contract. The only trouble with letting the WCC do the meals is that the person who can't afford it won't get them. 42.20

Goals and work plan update

Katie reported that our goal numbers were submitted to Denise. It was pretty much kept the same, because of our financial situation. The meals were changed a little, but otherwise it's the same.

The work plan for the half point of this fiscal year had us fund raising and expanding Full Circle. But because of the financial and time constraints for the staff, it has not grown. We are still doing our Full Circles, but every other month because Katie will be on leave shortly. 44.56

Katie attended the Program Manager's meeting this morning. They spoke on the Farmers' Market Coupons. The coupons come to us through Aging Partners who gets them from the USDA. They are passed out to those who qualify by income. Qualifying households receive 16 coupons totaling \$48.00 to be used throughout the summer at Farmers' Markets. They can only be taken by vendors who can accept the coupons.

Our redemption rate was 75%, which is pretty good. We stressed to the clients last year that they needed to be used or we could get less next year. The Fillmore County Program Manager had a 91% redemption rate. She calls people when it gets close to fall to remind people to use them. Bev stated that one of the problems we have had was that there were no vendors in Wilber that took the coupons. Katie said that there were two in Wilber now, which should help. 44.55

Katie reported that we are starting to redo the Aging Partners intakes on our clients. Aging Partners suggested that updating our intakes may catch more of those who are impoverished. 48.35

Volunteer luncheon will not be held this year. Cards were passed out for the board to sign. The clients who volunteer for us do a lot of things for help and wanted to bring up again getting them a small gift card. Carol Fictum said that it would not have to be expensive, that we could do a covered dish meal, and it would get a chance to get to know Lori, and would be a chance to socialize. The executive board was trying to keep expenses down.

Bev made a motion to do the cards this year and see how well it is received, and then next year reassess when our finances are better. Kathy Stokebrand seconded the motion. Motion carried. Lori stated that perhaps she could come up with something personal to show our appreciation to the volunteers. 56.00

A \$5.00 contribution? The newsletter had been one of the programs on the chopping block. Lori said that one client, Ellen, enjoyed them very much. She also said that they are fantastic, and it is one thing she feels should be kept. Other clients have also stated how much they enjoy them. And the commissioners were supportive of keeping it.

The staff's thought was that even though the printing is free; we still have to pay the bulk rate postage. How would the board feel if we were to ask for a \$5.00 contribution to help cover the cost of the mailings? 58.20

The ads in the newsletter pay for the printing. Bev asked if we are making money on it, as we were supposed to receive money back if it was. Katie said probably not as SCAS has not seen any funds from them. She said that the gentleman who came down here to get the ads for our newsletter was not a good fit. We still have some openings in the newsletter for more ads. They are supposed to come annually to do the ads.

The contribution request would be printed in the newsletters. A small article in the newsletter explaining our costs could help, too. The commissioners were supportive of continuing to mail out the newsletters. 1.01.24

Len Sand is having medical issues and has decided that he needs to resign from the board. He and Carla Hubbard are co vice chairs. Carla has not been attending the meetings. Lila Pribyl said that she works Monday and Tuesday. A couple of names were suggested to fill his position.

As Len was an at-large representative, the replacement would not have to be a person from Crete. Kathy said that we to go through the board list to see if there are any who consistently do

not attend. The bylaws state that three unexcused absences drops them from the board. 1.05.30

Czech Days & County Fair

Katie wanted to give everyone a head's up that there will be signup sheets for the county fair and for Czech Days at the next full board meeting. This brought up the topic of needing volunteers to help with our fundraisers. Czech Days was our best fund raiser last year. If you include the cost of the staff needing to man the booths, this decreases the net proceeds of the fund raiser. And the staff did a lot of baking themselves for the fundraiser. 1.06.55

Marty asked why the staff could not volunteer their time also. He felt that the board volunteers a lot of their time, so why can't the staff. Scott Bartels said that having the staff volunteer gets into murky water. If board as a group doesn't man the booth, they will have to. If they are willing to volunteer, that's fine, but as an employer or board they can't criticize if they do not.

Lori said that there are kids who have to do community service, so maybe we can use them as a volunteer resource.

Sharing resources with SCAT at the county fair is nice, but it is only information that is being given so that the booth does not have to be manned continually. 1.12.30

Katy said that the volunteers we have help a lot in the office, but they are getting older. The staff was wondering if some of the board members would be wondering if they would be able to help once a month so that they would get to know what we do here and the staff would be able to rely on more help. This was just put on the table for their consideration. 1.14.45

Bonnie Schoenbeck asked if we were going to have a table at Czech Days or were we going to cancel it if we didn't get enough volunteers to help with it? Lori said they would discuss that.

Having an open house to meet Lori will also be on the list of things to do.

Katie said that it is great to see the board members faces at our fund raisers, as we haven't seen too many. 1.17.37

Bev wanted to thank the executive board, especially Marty and the staff for all their work during this time of transition.

Meeting adjourned.

SALINE COUNTY AGING SERVICES
FULL BOARD MEETING
June 25, 2018, 1:30 PM

The minutes were digitally recorded.

The meeting was called to order by Chairman Lorene Horky. Roll call was taken. There were 10 members present, plus County Commissioner Stephanie Krivohlavek; Aging Partners Denise Boyd; Saline County Aging Services staff Laura Mackeprang and Lori Moldenhauer; and guest Larry Shestak, perspective new board member. A quorum was reached. 2.55

Marty Stones moved and Lila Pribyl seconded the motion to approve the March 26, 2018, full board minutes as written. Motion carried. 4.36

Action List Review

Lori reported that Laura called Carla Hubbard and she will now be an associate member (non-voting member) since she is unable to make meetings as much as she would like to. 5.35

Lori met with Tom Bass about plans for meeting needs in the Tobias, Swanton and Western areas, will meet at the Legion Building sometime in the fall. Summer is very busy for him. 5.55

Website was checked for accuracy. 6.00

Lori spoke with Scott Bartels about sharing the booth for the county fair. Sign-up sheet was passed around. 6.07

Office started using the automated phone system. Took a little bit to get adjusted to it as some people thought it was the message machine but it really is just prompting to hit a button. 6:30

Lorene asked Larry Shestak to come to the meeting and he was there. 6.43

Marty had initial talks with his friend, Gary Martin, about firing bowls for us. He will follow up, but thinks he is interested. Marty explained about having our clients decorate the bowls and have them fired, then we could do a soup supper fundraiser and actually sell the bowls. 8.08

Lori and Laura have the county tour scheduled for Friday, June 29. 8.37

Old Business

Kudos to Laura and Katie for getting us a grant from Subaru for \$7,000. We will save it back and deposit it for use in this fiscal year's budget. 9.18

Financial Report

Lori got financial budget to Aging Partners by their deadline. Aging Partners will be down tomorrow to meet with the commissioners for approval. She submitted a separate budget by the end of June to the County. It gets a bit confusing because it is different than the Aging Partners budget so items can't just be plugged in to both. The county budget will not be approved until September. 11.06

Goals and work plan updates

Lori wanted to give a more detailed report since she hasn't run a Full Board Meeting yet.

Meals/WCC Contract

Lori did get the contract signed with the Wilber Care Center for our Home Delivered Meals in Wilber. All set for another year. 12.21

We are keeping a very close eye on the meals month by month. Private Pay clients are getting them paid and we haven't had any issues there. Subsidized is always sort of a grey area. Some clients have dropped and we have added some others. We will keep the cap on the meals and just try to work with the budget. 12.49

Lori put in to the county budget to cover all of the subsidized meals in case no one pays. We are trying to be more proactive at the first of the year and less reactive at the end of the year. She also upped the grant amount in the County budget so that we can use it if we need it to pay for the meals. 14.20

SHIIP Training

Lori completed her SHIIP training. She will sit with Laura as people come in to get more comfortable with completing SHIIP tasks. 14.45

Lori and Laura explained the SHIIP stands for the Senior Health Insurance Information Program. This is the training the lets us be able to help clients with Medicare. 14.55

Farmers Market Coupons

We have seven packets left. Please let us know if there is anybody that needs them. If we don't use them all we may not get as many next year. The client has to qualify by age as well as income. Aging Partners also has some extra so if we need more than what we have we may be able to get some from them as well. 16.09

Newsletter

We have received \$70 in contributions to help support our newsletter. 16.22

Crete News

Lori is meeting with the editor of the Crete News on Thursday to do an article about the program. She is going to be emphasizing the Full Circle Program. She really likes the logo and wants to really grow that program. 17.20

Chambers

Hasn't started going to meetings yet. She wants to get her feet on the ground with all of her responsibilities here before she is expected to be an active Chamber member as well. She is going to begin going to the meetings and has been getting all of the information from both chambers as well. Lorene suggested that for any events we have coming up that we should get them added to Crete's Chamber Website. As members we can add things to their calendar. 18.21

Tai Chi/Pitch

We started a new class here in Wilber. Our volunteer was gracious enough to start another one here for us. We had ten people come to the first classes. 18.40

We started a new Pitch game day here on Fridays. We will order food from Fox Hole or the Market that way we are supporting them as well. Clients will pay for the food themselves. 20.00

Building Front

Jeff Hoover of Hoover Home Improvements will be working on our building facelift. They will be cleaning up the shingles and putting on a new coat of paint. We will have it done by the end of July so it's done before Czech days. Stephanie had the idea to add a new sign up top that says "Aging Services" as well. 20.54

Wilber Clatonia Foundation

Lori has been asked to be on the Board for the Wilber Clatonia Community Foundation. She missed the first meeting but she is very excited about it. She will be working with and was recommended to be on the board by Sharon Kastanek. This will open another door for a chance at donated funds for our program. This foundation allows people to donate money tax free to certain projects/services. Aging Services will be added to the foundation as a sort of "line item" to be able to receive funds. 22.20

Czech Days

Our Czech Days fundraiser this year will be a homemade lemonade stand. Lori has someone building a palate lemonade stand and she has been taking the lemons and limes we get from Walmart to make a lemonade syrup. Kathy and Bev offered their snow cone machine to use as well to do a frozen option as well. We have also ordered some souvenir cups that have lids/straws that we got for a fantastic price. They have our logo as well as "Czech Days/Czech Capital of the USA". We will also sell bottles of water. We will have the "dipped" cups for sale that we will get a donation from the lady for having at our stand. Our lemonade will be \$3.00 for the first cup and then \$1.00 refills. 26.13

We won't have a sign-up sheet for sitting at the stand. Lori, Katie and any volunteers will cover the booth as Laura will be gone. We will be there from 11am until after the parades on Friday, Saturday and Sunday. 27.48

Fundraising/Grants

Lori got a blanket affirmation letter from the Commissioners to apply for grants. She has several of them in the works. Her plans for the grants this next year are to update the office space. There is no real confidentiality without office spaces with is extremely important. We want to update it so people want to walk in the door. Lori has found in applying for these grants that you have to have purpose for the money. She has been working on a floor plan and will be getting some estimates. 29.22

5K Fun Run is in the works for April 2019. Hopefully First State Bank and Wilber Physical Therapy will be sponsors. We still need to get someone to do the post ceremony celebration since we can't take responsibility for that, possibly Fox Hole. We can use this hopefully as an annual fundraiser. 30.15

Lori has talked to the school about helping with the construction/renovation of our space. She will meet with the Construction class teacher to see what they would be able to do. We haven't secured a student group to help with the 5k but we will. Also, First State Bank volunteers will help as well as people from the Wilber Physical Therapy office. Would like to start and end the race at the Legion Park. Maybe have a Polka band at the park afterward. 32.04

New Business

Officer Elections

The Chair and Vice Chair have two year terms. Len Sand was our Vice Chair and he had to resign due to medical reasons. 32.49

Discussion was had about term lengths. Do we reelect both positions or just fill the Vice Chair position. Bylaws say term is two years with hopes of half of the members elected one year and the other half elected the next. It was decided that we don't currently have any elected officers so we will be starting new. Kathy Stokebrand made a motion to retain Lorene for one more year. 36.30

Kathy Bolton and Bev Plihal seconded the motion. Motion carried. 37.00

Lorene asked for suggestions/volunteers for Vice Chair. Marty offered to be Vice Chair. Lila Pribyl moved to elect him as Vice Chair. Kathy Stokebrand seconded the motion. Motion carried. 38.07

Marty and Kathy were approved by the County Commissioners to be Saline County Representatives for the Areawide Advisory Committee. They meet six times per year. 40.00

Lori thanked Lila for all of her help and support over the years. Lila will become an associate (nonvoting) member and will attend meetings as she is able. 40.20

Announcements

July is Watermelon Month, so Full Circle will be celebrating that this month. Wilber will be July 25th and Friend is July 26th. For September we are trying to get ahold of Mary Wilson to do a Legal program. She spoke in DeWitt and everyone seemed to be very intrigued by it. We are hoping to get her to do Friend and Wilber in the same day. 41.36

Lori will be speaking at the senior dinner at the Wilber Care Center in October. 41.50

Larry Shestak will be a board member for us. We still need representatives for DeWitt, Friend, Western, and Swanton. 43.35

Lori and Laura explained that Full Circle is our version of a 'Pop-up senior center' that we do currently in Friend and Wilber. We are trying to do one in Western/Swanton and also in Crete. There was some confusion on Full Circle vs pop-up center. Laura explained that pop-up center is a generic term and ours is called Full Circle. 45.00

Bev invited everyone to the DeWitt Senior Center anytime. All of their meals, programs, and trips are listed in the newsletter. 46.03

The idea behind Full Circle is that then all of the towns will have a senior center eventually, since none of the other towns have them, with the exception of DeWitt. 47.30

Bev told the group about their last group trip with SCAT. 50.30

There is an adult swim time in DeWitt for \$2 on Mondays, Wednesdays, and Fridays from 5pm to 6pm. They do water aerobics. 50.52

Marty updated the board on Trudy. She is home now and is able to use the SCAT bus a lot. She is doing Physical Therapy and is excited to have her dog back home with her as well. 55.06

Next executive board meeting is scheduled for July 23, 2018 at 9am.

Next full board meeting is scheduled for September 24, 2018 at 1:30pm.

Meeting adjourned.

SALINE COUNTY AGING SERVICES
FULL BOARD MEETING
September 24, 2018
SCAS Back Room 1:30 PM

Minutes are digitally recorded.

The meeting was called to order by Chairman Lorene Horky. Roll call showed eight board members present, plus County Commissioner Stephanie Krivohlavek; Saline County Aging Services (SCAS) staff members Lori Moldenhauer, Program Manager; Laura Mackeprang, Program Assistant; and Madison Hoover, Outreach Coordinator. A quorum was reached.

Katie Keller was wished well in her new job as a lab specialist. Madison Hoover, the new Outreach Coordinator, was introduced. She will be working part time while attending SCC, majoring in Business Administration. She will be working on Tuesday, Thursday, and Fridays. (5.15)

The minutes of the last full board meeting on June 25, 2018, were approved with one correction: The minutes stated that Denise Boyd attended the meeting, but she did not. Kathy Stokebrand made a motion to approve the minutes as corrected and Bev Plihal seconded it. Motion carried. (6.10)

OLD BUSINESS

- All 50 Farmer's Market Coupons were given out. The staff has started calling the recipients to remind them to use the coupons before October 31. Last year only 75% of the coupons we gave out were redeemed. (9.38)
- A new Tai Chi class was started. It is being taught by volunteer Susan Clement.
- A new Pitch Party was started. They meet on Fridays and have had 4-8 participants so far. (11.00)
- In July the Full Circle event was on 'The Wonders of Watermelon'.
- Hoov's Home Improvement and Sack's Lumber improved the look of the front of the building. Sack's provided the paint. Hoov's cleaned and stained the shingles.
- The County Fair and Czech Days went well. SCAS and Saline County Area Transit (SCAT) shared a table. SCAT was asked questions about SCAS that the volunteers couldn't answer. Stephanie suggested having better information on SCAS available, perhaps something more in-depth. Lori said that she saw someone had a video of their services, and wondered if perhaps that would work for us. (15.15)
- The Czech Days lemonade stand fundraiser was a success. Lemonade was sold in inexpensive plastic glasses with discounted refills, and also some designer glasses. There were two volunteers from the high school there every hour. The designer glasses all sold. About \$2,000 in sales was made. There are about 400 of the plastic cups left for next year. Lori will plan on doing it again next year. (18.40)
- The plans for the 5K/Fun Run are ongoing. Lori will be making a presentation to First State Bank by January. Wilber Physical Therapy is a sponsor. The W-C TCBY class is signed up as volunteers. It will be a good inter-generational event. (19.33)

STANDING UPDATES

FINANCIAL REPORT

- ◆ The budget for Fiscal Year 2019 was submitted. The budget was approved. Lori passed out the current report of income/expenses. Lori pointed out that some money was built into the Home Delivered Meal program, so that meals can continue to be provided. (21.05)
- ◆ Lori also passed out the presentation booklet from Aging Partners (AP) that was given to the county commissioners when AP asked for funding from the county. Lorene pointed out that it says that we are reaching only 33% of the 65+ age group. There is room for growth. It was suggested that we use something similar for the County Fair to showcase our programs and services and perhaps use grant money to print up a nice booklet of our own. It was also suggested to put up a display at the fair, showcasing our services.

Bev Plihal reported that the company that does the senior center newsletters was at the conference. She said all the newsletters were wonderful. (29.10)

- ◆ Lori has been working on fund raising and grant applications. She has applied for about 10 of them so far. Cornhusker United Way cut grants last year because they hired someone to do campaigning and then she quit. So CUW is in turmoil right now. SCAS is still part of CUW. (30.25)

GOALS/WORK PLAN UPDATE

- ◆ Report on NASC

Lori attended the NASC (Nebraska Association of Senior Centers) Conference in Lincoln. It focused on how there are two generations now in the 60 and above age group: 60-80 and 80 & above. It is necessary to refocus to meet the different needs of this age group.

Speakers were varied and covered happiness and how to live it, legal aid and access for seniors, dynamic movement section that is more than Tai Chi and is done to music, the difficulties that arise when people are private about their finances, and gerontology.

They also went over questions some of the centers had. Lori was amazed at how different the senior centers are in size, scope, and the problems they had. (40.40)

- ◆ The September Full Circle event will feature Mary Wilson, attorney, from the Buford Law office at both the Wilber and Friend sites.
- ◆ Bonita Zoubek from Western wants to provide meals for Full Circle events in Western. Lori received permission to do them at the SCAT building. Details need to be worked out.
- ◆ Lori spoke with various people at the school to build an inter-generational rapport. She will speak to them again about having a concert for the seniors and having the schools (both W-C and Friend) do community service.
- ◆ A sign for the front of the building, above the shingles, is being worked on. Schuermann Welding is supplying the tin, and Young's Welding will cut out the words from the tin. It will cost \$140.00. Lighting of the sign will be too expensive, so it will have to wait. The W-C Construction Class will work to put up the sign. She wants the class to also make a new island for the kitchenette later on. (47.20)

- ◆ Lori was asked to join the Wilber Area Community Foundation (WACF). They are talking about having a senior center, but this will be a long term project. The WACF is a way to give people who want to donate to the community a means/channel to do so. (50.30)
 - ◆ SHIIP (Senior Health Insurance Information Program) will be giving a Medicare Bingo presentation on Medicare Part D on October 3 at 2 PM.
 - ◆ Medicare D Open Enrollment events will be held on October 23 at the Crete Library, and on November 1 at the Wilber Library. (55.15)
 - ◆ Lori will be the speaker at the Senior Dinner at the Wilber Care Center on October 25th.
 - ◆ Lori will be going to the Tai Chi training on October 29th and 30th. She is planning on having Madison trained this spring. Lori is planning on doing a Tai Chi class in Friend after training. It is a twice a week commitment.
 - ◆ Lori paired up with the school to offer a Fall Cleanup for our seniors. The high school students needing community service will provide fall cleanup in the way of leaf removal, etc. Handouts on the renovation plans of the whole building were passed out. Trevor Watson from Lincoln drew up the plans for free. The high estimate for doing this is \$32,000.00. Lori has applied for a Home Depot grant. It needs a new floor, kitchenette, etc. She will make a donation thermometer to let people know we are taking donations. This will happen as soon as we have the money to do so.
 - ◆ We will be receiving \$1,000.00 from St. Wenceslaus Catholic Church. Lori purchased a small glass refrigerator to help keep the Feed America food at the proper temperature. It will arrive September 28. The Food Bank will be here to inspect us on October 3. (1.05.04)
 - ◆ The Subaru grant we received last year with their "Share the Love" program will begin again this fall. So we will participate in the Hometown Holidays, but with no bake sale, on December 1, to meet the grant requirements. Lori is just planning on doing hot chocolate and apple cider.
 - ◆ Carol Fictum brought up the calendars. People have been requesting them, especially for those who need the larger print. The calendars were taken out of the budget because of the cost before Lori was hired. Lori said that she could look at using grant money to do this. Kathy will check with the visually impaired foundation to see if they have calendars.
- The Hometown Holidays will be December 1. The tree lighting will be on December 7. (1.12.20)

NEW BUSINESS

Next executive meeting is November 19.

The next full board meeting will be on January 28, 2019, at 1:30 p.m. with Western & Wilber hosting.

ADJOURNMENT

Meeting adjourned. (1.14.30)

Saline County Aging Services Full Board meeting
January 28, 2019 at 1:30 PM
SCAS Back Room
Western & Wilber hosting

The minutes were digitally recorded.

The meeting was called to order by Chairman Lorene Horky. Everyone introduced themselves. Staff members present were Program Manager Lori Moldenhauer, Program Assistant Laura Mackeprang, and Outreach Coordinator Madison Hoover. Also in attendance were County Commissioners Stephanie Krivohlavek and Phil Hardenburger, and Trudy Kubicek, recently retired from Aging Partners. Roll called showed that a quorum was met with 11 members present. (3.50)

Carol Fictum made a motion to approve the minutes of the September 24, 2018, full board meeting. The motion was seconded and carried. (4.38)

OLD BUSINESS/ACTION LIST

- ✧ A new Tai Chi class will start in the middle of February in Wilber. She will attend Susan's new Tai Chi class as a refresher, since she attended training right after her surgery. Lori is planning on starting one in Friend in the near future with Madison. (5.40)
- ✧ The building front is progressing. The sheet of metal for the sign, donated by Schuerman's Welding, was taken to Young's Welding in Friend to cut the letters out. The Road's Department brought the metal from Young's to the High School for the High School construction students to put it on barn wood donated by the Mackeprang's. Lori showed a picture of the sign so far. It will be about 10 x 6 feet.
The High School students are also working on a new kitchen island, also made out of barn wood. It will be on wheels. (7.30)
- ✧ The Full Circle (FC) events in December went well. One of Lori's goals was to have a FC in Western, which was accomplished. The meal with Western's FC is made by Bonita Zoubek. The program for Western and Friend's Full Circle was Christmas Bingo. In Wilber the program was a 'Name that Tune' theme using Christmas songs with Wanda Radamacher.
- ✧ The 5K/Fun Run fund raiser is on-going. It will be called "Shamrock Shuffle" and is scheduled for Saturday, March 16, 2019. The price includes a Tee shirt, a snack, and a free drink card from Foxhole. There are nine sponsors so far. The proceeds will go to SCAS and TCBY will also receive some money for helping with the fun run. (10.05)

STANDING UPDATES

Financial Report

The Financial Report for the second quarter of fiscal year 2019 was submitted to Aging Partners. The (Home Delivered Meals) meals are going well financially.

Lori has applied for grants and has received thus far \$500.00 from the Walmart Foundation, \$1,500.00 from Norris Public Power, and \$8,000.00 from TransCanada. Lori said she has about \$16,000.00 to go toward the renovation. She said that the TransCanada grant was a community fund grant as are most of the grants she applies for. She is still waiting to hear if we will be awarded any money from the Subaru Share the Love fundraiser. (12.05)

Goals/Work plan update

- The Wilber Care Center had Lori as a speaker for their monthly senior dinner. This was just a couple of days after Lori's surgery. Lori spoke on SCAS services and then she and Madison did games. Carol Fictum said they received many good comments on the program. (12.50)
- Lori and Madison took Tai Chi training on October 29 and 30, 2018.
- This year there were only two staff members able to Medicare D Open Enrollment comparisons. Madison hasn't been trained yet. But we showed a savings of \$66,647.00 for the people who had their Medicare D checked.

There were two events, one each at the Wilber and Crete libraries, and those who came to the office.

We did not get many contributions for doing the comparisons, but Lori is hoping this to increase with each year. And Madison will be doing them next year, too. (14.50)
- Lori explained how the Subaru Share the Love grant works. The Hometown Holiday gave SCAS a chance to raise some money by selling popcorn and gourmet cocoa while at the same time passing out Subaru Share the Love information that was part of the requirements to receive grant money. Lori said that now she knows what is needed to qualify for the grant, it should go smoother next year.

Because the weather was uncooperative the day of the Hometown Holiday, sale of the popcorn wasn't the greatest. So we have kept selling it in the office. (16.55)
- Aging Partners was down for a monitoring meeting to review all the procedures and logistics for running the office and handling money, etc. It went well. Only a couple of small changes were needed. (17.20)
- The meeting with AP brought news that the taxonomy was changing this year, which means that the way we count units for funding will be different. The

changes mean that the numbers will look like they are down, but it is just the state tracking is changing. (19.05)

- The report from the Food Bank of America shows that the Feed America program gave SCAS 18,400 lbs of food worth \$28,889.57 to pass out. We pick up on Mondays and Wednesdays.

We still get meat from Farmland for meat. We pick up meat as needed. Lori did not have the total pounds received right now. (22.25)

- Full Circles in January had Jill Engel, AP Nutrition Specialist, as speaker in Wilber and Friend. She spoke on setting goals for the New Year: "Healthy Goals for Healthy Eating".

Western's Full Circle had cancelations due to the weather, but there was still a good turnout. Madison gave her first presentation, using Jill's topic, and made it her own. Everyone seems to be enjoying Bonita's food. She is doing a good job cooking the meal. They played wheel of fortune.

In February the program for the Full Circles will be Valentines and Healthy Heart on February 15 in Western, February 21 in Friend, and February 22 in Wilber.

So we are back on track doing FC's every month and hope to be able to continue to do so. (25.30)

- SCAS will have a new Medical Equipment Showroom using Lori's old office next to the laundromat. Right now the medical equipment is stored in our far back and basement. It is difficult to store and bring up from the basement for the staff, let alone the volunteers.

Steve Ourecky is the landlord. He is upgrading the bathroom there and putting in new carpet and a paint job. The rent will be \$1,000.00 a year (down from \$100.00/month). Lori will use grant money to pay for the rent this first year.

- Facebook is ongoing as far as posting to it and getting people to use it.
- Lori was asked her plans for expanding FC into Crete. She said she was waiting for Trudy to come back. Lori will work with the new Trudy when one is hired.
- Lori wants to add pictures to Facebook. At this time SCAS is not using other social media (Instagram, etc).
- We continue to get contributions for the newsletter mailings. Lori will find the total for next time. There are 330 names on the mailings. The newsletter can also be found on the Saline County website. Katy and now Madison have done a great job on the newsletter. Madison wants to start putting pictures in the newsletter of the events, so people can see what we are doing. It was suggested that some be given to SCAT for having on their buses.

- Lori said that the county, as well as First State Bank, are using the Shamrock Shuffle as part of their wellness program. (32.35)

OTHER

- Scott Bartels spoke on what was new with Saline County Area Transit (SCAT):
Every year during Public Transit Week in April SCAT promotes it by doing a 'Stuff the Bus' fundraiser of food for the local food pantries. However, it has not been a big success like it used to be. So they are trying to think of other ways, including having SCAT bring clients to FC events. Scott also offered to speak on SCAT to people.
- There was a contest at Aging Partners (AP) to encourage County Offices to submit their reports on time. SCAS won a "Party in a Box" for getting their numbers reported promptly. We were able to choose the theme for the party and so decided to have one for the volunteers who help with the daily running of the office.
- AP decided to go with a survey instead of town hall meetings. (43.40)
- Scott explained how SCAT is funded. They need to come up with 25% of the funds needed. Then the state matches that 25% and the feds match both (50%). He gets funding in Saline County from the eight towns and the county.
- Lori added a note on a very recent development: The sewer line is broken in two places and will need to be fixed.
- At the Areawide oversight meeting discussion was on the Medicaid expansion and how it will increase the cost of those self-paying in nursing homes.

The next executive meeting will be February 25, 2019, at 9:30 a.m.

The next full board meeting will be March 25, 2019, at 1:30 p.m.

Meeting was adjourned.

Note: The staff (Laura) was not able to transfer the minutes from the recorder to the computer. An error message was received and somewhere along the way, they disappeared, thankfully after the minutes were typed up.

Saline County Aging Services Full Board meeting
March 25, 2019, at 1:30 PM
SCAS Back Room
Crete and DeWitt Hosting

The minutes were digitally recorded.

The meeting was called to order by Chairman Lorene Horky. Staff members present were Program Manager Loir Moldenhauer, Program Assistant Laura Mackeprang, and Outreach Coordinator Madison Hoover. Also in attendance were County Commissioner Stephanie Krivohlavek, and guests Trudy Kubicek and Lila Pribyl. Roll called showed that a quorum was met with 11 members present.

Bev Plihal made a motion and seconded by Carol Fictum to approve the minutes of the January 28, 2019, full board meeting. The motion carried. (2.45)

OLD BUSINESS/ACTION LIST

Building Front/Renovation

This is ongoing. It is a long process mostly because the students get about 30 minutes of their class time to work on the island--it is almost done. The sign for the building front is finished. Lori will be meeting with Russ Schuerman and maybe a construction guy to maybe to figure out how to hang it.

Renovation of the office and back room will not be happening until we get enough money for it. She has larger plans made up. Lori will talk to Hoov's Home Improvement to see about doing the renovation in sections and get estimates and the order they would have to be done. 4.04

February Full Circles

Western's Full Circle (FC) was canceled due to the weather. Friend and Wilber's FC events had 'Heart Healthy' presentation by Madison and bingo as the program.

March Full Circles

On March 22 in Wilber and Western Tracie Foreman from Aging Partners presented 'Laughing Matters'. In Friend on March 21 the program was 'Laughter and Happiness'. 5.35

Shamrock Shuffle 5K/Fun Run was held on March 16. The route had to be changed because of the ice and mud. There were 102 participants signed up. Five of them were 60+. Many comments about how fun it was and to do it again. Pictures were posted on Facebook. The post run ceremony was successful, too. The Tee shirts for the run had the 10 sponsors listed on the back. The sponsors helped a lot with the figures.

The fundraiser netted \$1,025.00, and a percentage will go to TCBY for their help, especially Jill Shay the sponsor. 10.12

STANDING UPDATES

Financial Report

Lori is still waiting to hear if we will receive money from a couple of grants she applied for.

The next fundraiser will be Czech Days. SCAS will be doing the lemonade stand again. Lori has already starting to make lemonade and freezing them. The biggest expense will be getting the lemons. There are 400-500 glasses left over from last year, so that is one less expense. Kathy Stokebrand offered to check with friends to see about procuring some lemons.

Stephanie suggested Lori speak to Kurt Kiesel about the new vendor rules for Czech Days. 13.15

Goals/Work Plan Update

- Lori distributed the first half of the year's work plan report for Aging Partners (AP). Lori has been meeting the goals. She said the board can read it over at their leisure.
- Lori said that AP is still working on the taxonomy. She is hoping it will be easier.
- SCAS will offer nail polishing on April 18 , right before Easter.
- The SCAS and DeWitt Senior Center (DSC) staff will need to attend the Nutrition Training in Seward on April 24.
- The Tai Chi class (a new one) is still on her list of things to do.
- Lori and Madison will attend a Tai Chi refresher course on April 30 in Friend.
- Lori is still working on getting a Crete Full Circle up and running. Marty gave the name of Marilee Thiem at the CAMC for Lori to contact. 16.45
- Czech Days was already spoken about. Lori will coordinate with the high school for help manning the stand. It worked out well last year and is hoping it will work out well again.
- A health fair with Public Health Solutions will be held in September, the date has yet to be announced.
- Full Circles in Wilber and Western on April 25th and the Friend FC on the 26th will have Saline County Area Transit's (SCAT) Scott Bartels as speaker. It is Transit Week. 18.10
- The Medical Equipment Show Room has been painted and carpeted. A community service student came out to clean the van and move some of the durable medical equipment (DME) into the show room.

This space was Lori's old office. Having a showroom will make it easier to get the DME too people instead of having to bring things up from the basement.

Cost of the rent is \$1,000.00, which was paid out of grant money this year. The cost of electricity and insurance is covered by the county.

Lori feels that people don't realize all of what we have. They can come in for one item and perhaps see something else that they need. DME can be loaned out for three months. We do not charge for the loan of DME, but will take a donation.

The newspaper will do an article on it when the room is done. 21.15

NEW BUSINESS

- ◆ Lori and Madison were trained on Homestead Exemption (HE). HE applications can be submitted through the end of June.

- ◆ Trudy Kubicek agreed to be the community representative at large, but Marty Stones requested that Trudy be moved to the Crete community rep, and he would be a community at large member, as he actually lives in Lancaster county.

It was noted that Pat Schwisow moved to Friend. If she becomes a rep for Friend, Swanton will be without a rep. No decision was made.

Board members who were present and whose term is up at the end of June 2019 were asked if they wished to continue for another two years. Lorene thanked the board members for serving 24.40

- ◆ It is time to start thinking about the County Fair and sharing a booth with SCAT. Discussion was held on the need to have updated pamphlets and coordinating volunteers to man the booth.

It was felt that the booth was covered well at the peak hours. Some who volunteered felt the time they were there was a bit slow. It was suggested that SCAS and SCAT coordinate so at the next meeting we have a sign up sheet for the county fair. 27.40

- ◆ Lori stated that there is one new Home Delivered Meal (HDM) in Wilber. It is a block grant meal through Mom's Meals. Everyone is paying. No complaints have been registered.
- ◆ Bev Plihal asked if the DSC could borrow our projector for presentations. Lori said yes, if SCAS could borrow her ice machine.

The next full board meeting will be Monday, June 24, 2019, with Dorchester and Friend hosting.

Executive meetings are scheduled for April 22 and May 20. These are as necessary meetings and Lori will let the executive committee know if they will be held.

Meeting was adjourned. 36.10

Saline County Aging Services Full Board meeting
June 24, 2019, at 1:30 PM
SCAS Back Room
Dorchester & Friend Hosting

The minutes were digitally recorded.

The meeting was called to order by Chairman Lorene Horky. Roll called showed that a quorum was met with 11 members present. Staff members present were Program Manager Lori Moldenhauer, Program Assistant Laura Mackeprang, and Outreach Coordinator Madison Hoover. Also in attendance were County Commissioner Stephanie Krivohlavek, and guests Trudy Kubicek and Lila Pribyl. 3.10

Lori did introductions. She said that Korbyn Moldenhauer, a new part time employee, is being a bible camp counselor this week, so the board wasn't able to meet her. Korbyn is helping set up Facebook, Twitter, etc., and is helping with a little of everything around the office.

Lori introduced Michele Tesar, who is the new Trudy. Michele took on Trudy's job after Trudy retired. The board introduced themselves to Michele. 7.05

Lorene asked for a motion to approve the minutes of the March 25, 2019, full board meeting. Kathy Stokebrand moved to approve the minutes, which were seconded. Motion carried. 8.10

OLD BUSINESS/ACTION LIST

Building Front/Renovation

The sign is basically done. Jeff Hoover will get a sealer for it, since it is tin. Lori is hopeful that the sign for the front of the building will be this weekend, weather permitting.

Renovation for the interior is set to start in September and wants to be finished by the start of Medicare D open enrollment. She has gone through the plans again. She has a student who needs community service hours. She will put him to work by redoing the bathroom. 10.20

April Full Circles

Scott Bartels gave a presentation on Saline County Area Transit (SCAT) at all of the Full Circle locations in April. It was a great informative talk and the Full Circles were well attended.

May Full Circles

The program speaker was Jill Busselman. She spoke at the Western, Wilber, and Friend Full Circles about her missionary trip to Africa.

Also in May the first Full Circle in Crete was held at the Crete Area Medical Center. Since it was the first one, Lori and Madison gave an introduction to SCAS and played an ice breaker game. Five attended for the program and meal. Lori wasn't worried about the low attendance, since it was the first one. She expects it to grow.

So there are four Full Circle events every month now, a goal Lori was striving for.
12.25

STANDING UPDATES

Financial Report

- ◆ Two more grants were received since the last meeting: Grants received from Subaru's *Share the Love* grant was \$3,315.00 and from the Cornhusker United Way's was \$3,500.00.
- ◆ For the FY2018-2019: Total Grants were \$23,921.00. The fundraising (the lemonade stand, 5K, Hometown Holidays and any donations) brought in \$6,476.00 for a gross total Grants and Fundraisers of \$30,397.00. Less Expenses (the glass front refrigerator, the Durable Medical Equipment showroom, and fundraising expenses) gave a net income for Grants/fundraising of \$25,777.00 to start the renovations. 14.14
- ◆ Aging Partners will meet with the Saline County Commissioners on July 23rd at 9:45 AM for their annual request for funds.
- ◆ Home Delivered Meals (HDM) Report: Lori stated that Madison is going a great job of tracking the income/expenses of the HDMs. She said there is a month lag time between when the expense is incurred and when the payment for the meals is received. It was asked how many subsidized meals are allowed. Lori to verify. It is not possible to break even when you do subsidized HDM. The private pay HDMs are on track. Budget-wise Lori stated that we are right where she figured it to be. 17.25
- ◆ The County and Aging Partners 2019-2020 budgets were both submitted. Lori increased the program expenses and mileage to accommodate the increase in the number of Full Circles that SCAS is doing each month. She decreased the amount allowed for HDM, because the amount estimated last year was much more than needed. 18.25
- ◆ Lori tried to get grant money for an electric front door, but was denied because of the non-profit status. She was able to get permission to use building maintenance funds to pay for the door. She is still going to try to get a grant from NIRMA to pay for it. They are going to submit it through the County, instead of through SCAS.
- ◆ The health insurance items on the budget should not be included in our budget. That's why it shows negative. It is an item that should be removed from our budget. Also one item was incorrectly coded and will be fixed. SCAS came out ahead with the county budget, which is another reason Lori felt comfortable decreasing the HDM amount. 21.50
- ◆ Lori has been working on the City/County Proposals. She is requesting an increase of 2.5%. She has set up meetings in July to present her proposal to the respective boards of the towns, villages, and county. 22.40

Goals/Work Plan Updates

- ❖ Lori and Madison were able to attend Aging Partners' Nutrition Training in April. Dr. Julie Masters was the speaker and Lori said if you could ever hear her to do so. The biggest item on the agenda was that the taxonomy is changing with the new fiscal year. This is how we count our units to get funding. The definitions have changed for the new fiscal year.
- ❖ There is a waiting list for a new Tai Chi class in the Friend area, which will start up when enough people have signed up.
- ❖ A sign-up sheet was passed around to the board for those interested in manning the SCAT/SCAS booth at the county fair.
- ❖ Lori will again ask the high school students to volunteer to man SCAS's Czech Days booth to help sell lemonade. Lori has already started squeezing lemons for the fundraiser. There are cups left over from last year and the 'lemonade stand' is ready for reassembly, so there will be a lot less expense this year.

Stephanie suggested that Lori talk to Kurt Kiesel to see if he can space the other vendors so they aren't so close to SCAS. 27.35
- ❖ June Full Circles had 'Caring Friends' present a program on "Staying Cool When It's Hot". They did a good job and offered to come back during the winter.
- ❖ July is National Anti-Boredom month so the Full Circles will be on ways of preventing boredom. Bingo will also be played.
- ❖ Korbyn and Madison are working hard on Facebook and Twitter. Even though some of the older generation aren't on it, their children, neighbors, and caregivers are. It is a way of letting other generations of people know what SCAS does.
- ❖ National Day events will be done on specific days. Hopefully it will bring more people in. In June National Chocolate Ice Cream Day, National Iced Tea Day, and National Bomb Pop Day were/will be recognized by serving people chocolate ice cream, iced tea, and bomb pops on their specific date.
- ❖ Nail Polishing Days were started and will be done once a month. Lori said they are trying to do it on a set day. 32.54
- ❖ SCAS has started Craft Days once a month in Wilber starting in June with the making of decorations for the 4th of July. In July, since it is National Watermelon Month, a watermelon wall/door wreath will be made.
- ❖ In July the following National Days will be recognized: Sugar Cookie Day, Hot Dog Day, Vanilla Ice Cream Day. Watermelon will be served on the Craft Day for those who participate.
- ❖ Next month we are starting a Read-Along. It is a new idea to have little kids read to our seniors. It is part of Lori's inter-generational goals. 37.00

A list of members' contact information was passed around for the members to update. Trudy Kubicek was moved to Crete representative and Marty Stone was moved to Community Rep at Large, as was discussed at the last meeting. Lori will have to go to the Commissioners to get approval for this change in the board.

Pat Schwisow is now living in Friend. If we move her to be a Friend representative, there would be no rep from Swanton. Friend would be filled. Phillis offered to stay on the board for another two years, so Friend would be filled. Lori said she would talk to Tom Bass to see if he knew of someone who would fill the Swanton rep spot. 40.05

Bev Plihal, DeWitt Senior Center, does a great job at the DeWitt Senior Center. Lori wanted to recognize their work. Lori said if there is anything that Bev wants in the newsletter or on Facebook to let her know. The Center will be in the 4th of July parade in DeWitt and have children's games and a quilt show.

Donations for the newsletter are still coming in. Everyone loves the newsletter. Madison is doing a great job with it. 42.20

Bev said that the District Attorney's office from Nebraska will have Ryan Sotham speak on senior fraud on September 25th at the DeWitt Senior Center. He is a great speaker and everyone is invited to attend. RSVP if you want the meal.

The next board meeting will be September 23, 2019, with Swanton and Tobias hosting.

Meeting adjourned. 46.05

aislxm

Saline County Aging Services Full Board meeting
October 28, 2019, 1:30 PM
Saline County Extension Office
Swanton & Tobias Hosting

The minutes were digitally recorded.

President Lorene Horky was running late, so the meeting was called to order by Vice Chairman Marty Stones. Roll called showed that a quorum was met with nine members present. Also in attendance were County Commissioner Stephanie Krivohlavek and staff Program Manager Lori Moldenhauer, Program Assistant Laura Mackeprang, and Outreach Coordinator Madison Hoover. 3:10

Kathy Stokebrand moved and Larry Shestak seconded to approve the dispersed minutes as corrected. Motion carried. 4:20

Old business

Building front and renovation: The sign is done, but having trouble getting it hung as Hoover Construction is also doing our remodeling and working around his other work schedule. Renovation is coming along. The office is in disarray, which is why we are meeting here. 5:30

Full Circles are doing well. Attendance at Western is doing great, Friend is doing well, but Crete's numbers are still low. Programs done included a legal clinic by Aging Partners on living wills, power of attorney, etc., a presentation on fall prevention, karaoke, a talk on Africa, Halloween bingo and trivia. 7:37

Czech Days went over well. The lemonade stand made \$1678.00, which is \$400.00 more than last year. The TCBY volunteers helped again this year. Lila Pribyl donated kolache that went over well. Thank you to Lila! 8:45

Korbyn Moldenhauer worked on our Facebook page this summer and did a wonderful job getting our information out. She scheduled items to pop up at specific times. She will help again over Christmas break. Lori will have her get more caretaker information on Facebook. 13:10

Financial report

Lori has started grant writing all over again for the new fiscal year. She has received two grants already, one for \$5,000.00 from TransCanada and one for \$500.00 from Walmart. She has been using the handicapped door to pull in grants. A handicapped door was installed.

All cities and villages approved the 2.5% increase and have paid their city/county contributions. The commissioners approved the budget for 2019-2020. Copies of the Aging Partners and county budgets were given to the board members.

Lori brought to the commissioners the discrepancy with the staff payroll compared to other counties. She thanked Stephanie for supporting her. Lori felt encouraged with the commissioners' response. The increase would not be covered by Aging Partners, but by the county. The Aging Partners budget was adjusted to reflect the change. 16:00

Lori stated that she has only been here for one year's county budget work. She never had formal training from the County to understand how the budget works. SCAS is looked at differently than the other departments. We are NOT in the general fund like the other departments. We have a fund of our own.

This has caused problems in the accounting area, because the treasurer's and clerk's computers don't talk to each other. Because of this disconnect between the two offices, Lori received a call from Clerk's office that there was not enough revenue to pay the staff's payroll, even though Lori had raised \$30,000 last year for renovation. It was like the funds weren't there. There should not be this problem when SCAS is fully funded.

Stephanie said that the SCAS staff are county employees. If the county pays for the insurance, utilities, etc., for every other department, it should pay for SCAS's, too. Things are slowly changing. Lori will be meeting with the commissioners to get this straighten out. 28:05

Lori will ask the commissioners to approve of Trudy Kubicek as a board member.

Goals and work plans

Full Circles are planned out through January. Randy and Pam Kozeal will speak at all the Full Circle sites in November as it is Alzheimer's awareness month. December will be Christmas parties. The Attorney General's office will present on frauds and scams in January.

We are still doing nail polishing, craft days, and celebrating National Days every month.

Madison is doing a great job. She is very creative and does an excellent work on the window and newsletter. She will be full time in May of next year, after she graduates. 34:10

Lori went to Stepping On class. She will probably start one in January. Stepping On is a fall prevention class series. Each class focuses on different topics, each focusing on how the topic relates to falls and prevention. For example, one class would have a pharmacist speak on drugs and how they could cause you to fall.

Madison will start new Tai Chi classes in January. Our Tai Chi volunteer leader, Susan Clement, has cancer and so has not been able to lead classes.

Medicare D open enrollment has started. Medicare rolled out a new website for open enrollment and there are a lot of glitches at first. It is getting better. We are doing open enrollment events in Wilber, Western, DeWitt, Crete, Friend and Dorchester with signup sheets filling up quickly. Lori and Laura are also doing them in the office by appointment.

One of the Humana PDP plans doubled their premium, so we have had a lot of people coming in because of that. 41:45

Ideas on increasing the Crete Full Circle numbers:

- Title the newspaper articles on the Full Circles differently.
- Put it into the newsletter and on Facebook.
- Put out flyers for a while.
- Put it in the church bulletins, especially for November's Alzheimer's presentation, and in other places around Crete.
- Put a special separate article in the newspapers. Lori said they would definitely do a newspaper article for the scam/fraud in January. 55:35

New Business

Having Trudy approved by the commissioners was already addressed.

Randy Jones, Aging Partners director, has asked us to nominate people who have helped our office. Aging Partners would honor them with a certificate. Lori nominated our volunteers Evelyn Dvorak and Merle Fikar. They were excited to get the certificates. 58:55

Marty suggested that a refresher driving course for seniors could be a good presentation and attending a class might get them an auto insurance discount. Lori said that the Stepping On class does have a session on winter driving. 1:00:00

Carol Fictum spoke about the Senior Dinners at the WCC which are held once a month. There is talk that they will no longer be held. A newspaper article stated that they would NOT be held anymore. Pastor Lila said that she was not contacted

about this decision to stop the monthly senior dinner, and neither was Carol. Lori said that she could develop a Full Circle program around a senior dinner if it would help keep the Senior Dinners. Carol would like to talk the Wilber Care Center about keeping it. It would be good for the WCC, too. 1.07.30

The next full board meeting would be in December on the 23rd, but it was decided to move it to January 27, 2020, at 1:30. Where it will be held will be announced, since it will depend on the state of the renovation.

Kathy said to make sure everyone fills out the census survey. Our numbers, and every one's numbers, depend on it. 1.12.05

Meeting adjourned. 1.12.42

aislxm

Saline County Aging Services Full Board meeting
January 27, 1:30 PM
Saline County Extension Office
Western & Wilber Hosting

The minutes were digitally recorded.

President Lorene Horky called the meeting to order. Roll call showed that a quorum was met with twelve members present. Also in attendance were County Commissioner Stephanie Krivohlavek, staff Program Manager Lori Moldenhauer, and Outreach Coordinator Madison Hoover, and guest Barb Schwisow. 2.00

Marty Stones moved to approve the minutes as dispersed. Motion approved. 2.20

Old business/Action List

Building Renovation

Lori said that the main part is almost complete, except for some trim work. Lori is now getting a quote to see how much will be needed to get the back done. She is down to about \$12,000 left of the grant money and wants to make sure she has enough to finish. She has more grant money coming in. She should be able to get the back done with the funds she has.

The sign is still at K & G's. The hope is for it to be up in the spring.

Full Circles

November was Alzheimer's Awareness month. Randy and Pam Kozeal from Whispering Pines were the speakers at each Full Circle even. Lori said they were very good speakers and is considering having them back again in November.

December was a busy month, so Full Circles were held only in Wilber and Western. Bingo was the activity. 5.15

Meeting with the Commissioners

Lori met with the Commissioners in regard to the budget and salaries. The commissioners transferred funds to pay for salaries. All income goes into one pot, so Lori will have to track the grant money herself.

Stephanie said that there was confusion on everyone's part concerning the grant money. Because all income went into one account, Lori's grant money was used to pay for salaries. This made it look like Lori didn't have any grant money.

So the county is paying the salaries from the general fund. Stephanie said that this was decided a year ago, but something was lost in the communication with last year's budget, so the grant money was 'lost'.

SCAS incomes go into specific accounts: HDM, grant, foot clinics, etc. But all income goes into one bucket. The grant money was in there, but because the budget wasn't correct last year when it came to the salary, so it was using the grant money for salaries.

Stephanie was concerned that the mix-up would jeopardize future and back grants. Grants are to be used for a specific use, as applied for. It would be incorrect to have grant money that was given for a specific need used for salaries.

Lori is tracking the money very closely. 12.30

Stephanie wanted to acknowledge Lori's persistence to get this whole thing straightened out. Lori was grateful for Stephanie's help with it. She said that everyone was very supportive, but it was the confusion with the budget that threw everyone.

The money from Aging Partners will be used to fund rest of our business. It will not be used for salaries. Aging Partners' funding will not decrease because of the increase funding of the county. 17.00

Marty would like to see a funding report in the near future. Lori said that she is working on Aging Partners budget; it should be more accurate and now match the county's budget.

The county is now paying for staff salaries. Funding from Aging Partner's is given from numbers served, not by salary needed. Lori spoke to Aging Partner's Randy Jones and Denise Boyd and their financial officer to make sure that we would not have funding from them decrease because of the county's funding of the salaries. Tim McDermott, County HR, also called Aging Partners to make sure. Aging Partners funding will not change. 30.27

Medicare D Open Enrollment Update/Savings

191 people were served during Medicare D Open Enrollment. The staff was able to save county residents \$75,270 this year, which is almost double the savings from last year.

Many of the Med D events were taken to the towns, which Lori thinks was appreciated. Scott Bartels said that the Western people really liked it. Lori is planning on doing it that way again next year. 31.15

Standing Updates

Financial Report

A contribution box was put out wherever there was an open enrollment event. People contributed \$568.00, which Lori said was like getting a grant.

A \$500.00 grant was obtained from Black Hills.

SCAS participated in the 2019 Subaru Share the Love event. Lori said that the shares that are available from the grant are limited to two maximum this year. As part of qualifying for the grant, SCAS passed out info on the Subaru Share the Love event at the Hometown Holidays in Wilber. They sold popcorn and hot cocoa, too, as a fundraiser. 32.45

SCAS belongs to the Cornhusker United Way. Scott Bartels reported on the changes that are happening. Some of the larger companies that support CUW are no longer allowing CUW to present to their employees. So funding has decreased over the last 3-4 years.

They decided to hire a consultant. SCAT changed their scheduling, so they did not do a fall campaign this year. They are trying to increase social media and are planning on doing a spring campaign.

Because of the cost of the consultant they will be modest in how they will disperse their funds. Scott says that many people don't realize that we have a CUW or the Saline County Area Transit in Saline County. People don't realize how much CUW and SCAT do for the county. He is hoping that things will turn around in the next couple of years as they get the word out. 38.00

Goals/Work Plan Updates

Full Circles in January, at Friend and Crete featured the Attorney General Office on Scam Alerts. The Wilber and Western Full Circles were rescheduled for April.

In February the speakers will be from the Friend Community Healthcare System to speak about the services of the hospital. Bingo will be played afterward.

In March the speakers will be from Aging Partners.

Craft Days: Gnomes were made from socks in December. Wooden spoon snowmen will be made in February. Lori is considering adding Craft Days in other communities, especially in Western. She admitted that the months get really full and it gets hard to schedule events. 44.55

National Days do not necessarily bring people in, but when they come on those days they enjoy it and it gives SCAS units to report. Lori said they try to plan National Days on the same days as other events. In February there will pizza day, cream cheese brownie day, mint chocolate day and banana bread day.

Feed American isn't what it used to be. Walmart is marking down their produce first instead of giving it away. 48.00

Taxonomy was changed so we are counting things differently. Feed America is material distribution and other items that we can give away or loan out. We can count them as units. Kitty litter was given away in empty bottle of water to be used to help prevent falls on the ice. 50.40

Lori would like to change the perception of aging. Aging Services sounds old, and most still call us Eldercare. Using the acronym S-C-A-S is a thought, as everyone is doing that now. 53.25

Lori met with the commissions to give them an update. She likes to do this on a quarterly basis.

The Tai Chi and Stepping On are set up for March. The construction delayed starting them earlier, as Lori didn't want to start and then have to stop while the back room is being done. Madison will do Tai Chi, and Lori Stepping On.

Susan Clements, our volunteer Tai Chi instructor, died in December of cancer. She is sorely missed. Madison and Lori will be working to get the Tai Chi program going again. 54.53

Lorene asked about the last month's minutes concerning the Wilber Care Center meals for the Senior Dinner. Carol Fictum said that no one has gotten back to her about the situation. It was a monthly meal provided by the WCC with the three churches taking turns hosting it. Carol said that she isn't sure what the concern was, possibly either the extra meals the WCC had to provide or finding a program every month. Lori said that she is willing to have a program there monthly--it would help SCAS also. 56.15

Marty asked about DeWitt. Bev hasn't been able to come to the meetings. Marty said that she was always on the agenda. DeWitt items are in the newsletters. 58.25

Mr. Brozovsky, former elementary Principle, asked if there was anything he could do. So he is now picking up food for Feed America on Wednesdays when available. 59.20

A heads up: At the next full board meeting, we will need to know if those whose terms are expiring in 2020 will be willing to do another two year terms on the advisory board.

Denise Boyd retired from Aging Partners this month. Jill Engel is taking over for her until someone is hired. Trudy Kubicek said that Mary Dailey, who helped do Trudy's job when Trudy was on medical leave, has also retired. She believes that she will stay on part time until they find someone to take over her job. 1.1.35

The executive meeting on Monday, April 27, 2020, at 1:30 will be held. Lori would like to go over the Aging Partners budget then.

Marty spoke about Bob Turner, who used to work for the railroad. He wanted to do handyman work for free. So Lori will have him come to Full Circles to talk about the handy man work that he is willing to do. SCAS does not have a maintenance man. 1.5.15

Sigma Pheta Kappa (Siggy's) in Crete was looking for opportunities to do volunteer work. 1.7.50

Meeting adjourned.

Next full board meeting will be March 23 with Crete and DeWitt hosting.

Saline County Aging Services Full Board meeting
March 22, 2021, 1:30 PM
Assembly Room, Saline County Courthouse

The minutes were digitally recorded.

President Lorene Horky called the meeting to order. Roll call showed that a quorum was met with nine members present. Also in attendance was County Commissioner Marvin Kohout. Staff members present were Program Manager Lori Moldenhauer, Outreach Coordinator Madison Hoover, and Program Assistant, Laura Mackeprang.

Melissa Larmeu, DeWitt's new Senior Center Director, was introduced. Since Commissioner Stephanie Krivohlavek was unable to attend, Commissioner Marvin Kohout came in her place. (2.35)

OLD BUSINESS/ACTION LIST

The last full board meeting was in January of 2020. When Covid hit, the meetings were canceled. Lori kept the board in the loop with updates instead of meetings. The staff has kept busy, even during Covid. It was just a different kind of busy. Instead of the regularly scheduled events, the Covid funding they received enabled SCAS to deliver food packages to the homebound and very elderly throughout the county.

Standing Updates

Financial

Fundraising/Grants/Donations

Grants that were applied for and obtained in 2020:

--TransCanada	\$ 5,000.00
--Cornhusker United Way	\$ 1,636.36
--Share the Love Event	\$ 4,115.70
--Black Hills Energy	\$ 500.00
--Areawide Agency Grant	\$ 9,539.00

TOTAL \$20,791.06

It was a good year for grants. Most of the grants went to create a physical fitness area. A NuStep and a treadmill and hand weights were purchased. The main construction in the office is done. Hope to have meetings there soon. The grants will go toward finishing touches on the remodeling, physical fitness area, and an upright refrigerator. Left over grant money and next year's grant money will go toward getting new windows for the office front. Currently they are single paned windows. Lori will be looking at double paned windows. (6.02)

Budget

Lori is currently working on the Aging Partners budget for next year. The funding went up approximately \$5,000.00. This was a nice surprise, since they had been told earlier to expect a decrease.

In the middle of last year, Randy Jones, AP Director, wanted the funds they send to DeWitt Senior Center to go through the county like all the others do. So now DeWitt's funding is going through SCAS, and SCAS cuts them a check.

Lori & Kathy did a per capita breakdown to divide the \$5,000, which is for both SCAS and DeWitt Senior Center. DeWitt will get about \$272.

Lorene asked if any of the grant money had to go to anything specific. The money from AP was the only one that had to go toward something physical fitness, hence the exercise equipment.

Marvin Kohout said to keep applying to TransCanada for grant money. (9.35)

Goals/Workplan Update

Medicare D Open enrollment went very well. There was no help doing the comparisons from Lincoln volunteers because of Covid. Lori and Laura did all of them, with Madison and Tia taking care of the office. They saw approximately 250 people and saved Saline County residents approximately \$107,537.00. Clients contributed around \$665.00. (10.30)

Our Covid funding from Aging Partners for the year is done in March, but more funding is in the works. We do not yet have the details on when or how much more funding will be available. (11.15)

We are going to continue our mailers. Lori is looking into bulk mailing discounts to send information, puzzles, etc. to the clients.

NEW BUSINESS

We are starting to plan our reopening for programs: New Tai Chi and Stepping On classes throughout the summer, while still abiding by the Covid recommendations.

We helped a lot of people sign up for the Covid immunization through Public Health Solutions. When the state rolled out their immunization registration, it seemed that people were falling through the cracks, especially if they doctored out of the health district. (16.30)

Lori wants to do remote days in Western and Friend, where she can have set dates to be at those places for people to see her without having to come to Wilber. She is able to work remotely, so if people don't come in, she would still be working, just not out of the

Wilber office. She has also spoken to the Crete Area Medical Center and the person there is interested in having programs there.

A new caseworker for our county has been hired by Aging Partners. She will be the new Trudy. Her name is Kelly Grimes. (19.10)

Laura has started to cut back her hours to ease into semi-retirement. Lori will be looking to hire someone so Laura can train her on her responsibilities. Laura will still be a part of SCAS, just in a different capacity. She will still be around for Medicare D open enrollment. Madison is learning the data work. (20.40)

The Shamrock Shuffle, the annual fundraiser, is this coming Saturday. The event has grown every year. It has attracted 17 sponsors this year and had approximately 150 participants. This is a lot of support. It starts at the Legion Park. It is a fun run.

It has become a good fundraiser for SCAS. A portion of the money raised will go to TCBY for their help with the fundraiser. The county is supportive of it: Employees who participate in it are allowed to use it as points in the county's wellness program.

There are two routes for the 1 mile and the 5 K. It starts at 10 a.m. Post ceremony will be at Wil-bol. (23.35)

DeWitt Senior Center report by Melissa Larmeu

Melissa stated that the center provided three curbside meals, courtesy of the the Covid funding. The number of people who were served these meals was 73, 78, and 90 people respectively. Meals were provided by the Kensington in Beatrice and were OAA approved meals. The people are excited about doing it. Melissa said they have been a good draw.

They purchased a new dishwasher and microwave through the Areawide grant, so they will be ready when meals start up again.

She was looking at different exercise classes to do at the center. She found one called 'drum beat boogie,' that looks good. As Covid allows, she is hoping to start water aerobics again and other things. (26.45)

Lorene asked about the mailers that SCAS is doing. Mailings were done using the Covid money for postage to get information and puzzles out to homebound. Lori would like to continue doing mailers and so is looking into bulk mailing to save money on postage. Tia Kreshel, a contract employee, has been helping with Covid deliveries and with the mailings. They do around 600 per month.

Madison will be getting married in September to Dalton Maly.

Sam Cosaert, the other contract employee, has been doing the social media on Facebook. She has been doing a great job, finding things to post. She was instrumental in getting the Share the Love event grant money, thanks to her posts for it on Facebook. Please like us on Facebook.

Both Tia and Sam will be helping with the Shamrock Shuffle. (30.10)

Laura reported that she received an email from Aging Partners (AP) in Lincoln this morning. They are hoping to have the RNs start doing the foot clinics in the counties once again. It is not yet official, but they are hoping they will be able to do April clinics.

We have been using the county RNs to fill in for the AP RNs. There are set sites for the clinics. In Crete it is usually at the hospital, but they are remodeling, so they are being done at the VFW until further notice. In Dorchester it is at the Community Center, in Friend at the Zimmer Medical Clinic, and in Wilber at SCAS office.

The AP RNs also go to the DeWitt Senior Center, so hopefully they will also be able to start having foot clinics. In DeWitt it is every three months. (31.35)

Other news

Marvin Kohout stated that Saline County will get \$2.7 million from the recently passed relief package. He stated that they are working on the rules for using the money. They have four years to spend it. (34.00)

Scott Bartels reported he is waiting for new vehicles. It has been two years since he requested them. He wanted to go under contract to get the vehicles he needed, but DOT won't give them permission to purchase where they are available. He needs a Ford Transit with side lift, so when they aren't transporting wheelchair clients, they can transport 12 people. The company states they don't have a contract to sell it to him. Scott felt COVID might have had some effect on the manufacturing side, but not otherwise. Then they offered him new vehicles using Covid funding, but he found out they couldn't order those either, because they had no contract.

Scott is frustrated because the problem existed before Covid. It has been two years trying to get a vehicle that the states around us already have. (46.30)

Lorene asked about HDM. SCAS is still getting HDM. Nothing has changed. Wilber Care Center provides meals for Wilber. Mom's Meals provides meals for the rest of the county, except for DeWitt.

Only a couple have subsidized meals. Most pay for the meals. Finances are good. (47.50)

Kathy Stokebrand reported that Victory Park on 70th street is being built for the Veterans. The old VA building will be remodeled. The Aging Partners offices will hopefully move there by this summer. (49.25)

Lori asked if anyone knew about Czech Days. Larry said there is a meeting on Thursday. Lori said there have been no lemons or limes coming in. She is afraid her lemonade stand is gone for this year. Kathy offered to check with her friends. Lori said to wait to hear about Czech Days. Since the Shamrock Shuffle is a good fundraiser, maybe it will just be services we would provide.

The next meeting will be June 28. Members will be notified of the place of the meeting. If there are any executive meetings, the executive board will be notified. There will have to be one to go over the budget.

Meeting adjourned. (50.50)

Saline County Aging Services Full Board meeting
June 28, 2021, 1:30 PM
Saline County Aging Services (SCAS) Back Room

The minutes were NOT digitally recorded due to technical issues.

President Lorene Horky called the meeting to order. Roll call showed that a quorum was met with nine members present.

Staff members present were Program Manager Lori Moldenhauer, Outreach Coordinator Madison Hoover, and Program Assistant, Laura Mackeprang.

Newly hired Donna Zlab-Kovar was introduced. She is married with children and just retired from teaching. She is excited about starting a new job.

OLD BUSINESS/ACTION LIST

The last full board meeting was in March 22, 2021. The minutes were approved of as they were dispersed with no corrections or additions.

Standing Updates

Financial

Fundraising/Grants/Donations

Lori applied and received a Share the Love Grant, which brought in \$5,748.75.

The Shamrock Shuffle fundraising event this year brought in \$1,350.00. Lori gives TCBY 10% for their help with the Shuffle.

Budget

Lori finished the county budget for FY2021-2022. Grant money from 2020-2021 included monies from Subaru Share the Love, Cornhusker United Way, Areawide Council, and TransCanada.

The money from the Areawide Council paid for the exercise equipment.

Lori noted that because of Covid, she was able to get reimbursed for many of the items she needed to purchase because of Covid. So the expenses for the year were low.

Money was also obtained from city, village, and county contributions and from Aging Partners (AP). Part of the money from Aging Partners was for DeWitt, as we are now a pass through for the DeWitt Senior Center funds.

Concerning the new hire, Marty Stones asked if there was a limit or any restrictions on the number of people Lori could hire. Lori stated that in the budget she kept Laura at the same number of hours. This gave her some leeway for a new hire. Lori stated to hire a new employee it requires Commissioner approval at budget time for the year.

Goals/Workplan Update

Some of the grant money is earmarked for new double paned windows for the front window. It fogs up and/or ices over terribly in the winter.

AP wants SCAS to start offering meals in Wilber on a regular basis. Lori is hoping to also have meals at remote locations as well. A cook will be needed. And adding a dishwasher to the Back Room will be in the plans.

SCAS programs, like Stepping on and Tai Chi, will be starting up again in July.

NEW BUSINESS

Aging Partners met with the county commissioners for the annual funding request. Randy Jones was not able to meet with them this year, so Kay Wenzl did the honors.

Lori is working on the next fiscal year's City/Village proposals.

SCAS has meals on the calendar at Wilber and Western in July. The July pop-ups will feature Lena Gropp, who will do her 4-H essay about the Pledge of Allegiance and some trivia.

Melissa Larmeu, DeWitt Senior Center manager, reported that they have started water aerobics for the summer. They are working with Saline County Area Transit (SCAT) to do some tours. Congregate meals at the center will start again on July 14th. And this coming Saturday is DeWitt Days, so the center will be busy.

Lori thanked Phyllis Svehla for the years she spent on the SCAS advisory board. She has officially retired from the board. Rev. James Bendorf, pastor of the Methodist church in Wilber, has offered to be on the board. Lori will submit his name to the commissioners for approval.

Marty did comment on the need for more members to the board. We have no representative from the Friend area and are missing one each for DeWitt, Dorchester, and Swanton.

Scott Bartels, SCAT manager, said he is getting notices out to towns that they are in service again. Covid really knocked their numbers down. His gasoline costs have increased 36% in the last year.

Kathy Stokebrand reported that AP will be moving to new offices in the Victory Park in Lincoln.

It was decided at Executive Meeting to not do the hosting (food/drinks) anymore. However, they won't be turned down.

The next meeting will be Monday, September 27, at 1:30 p.m.

Meeting adjourned 2:15 PM.

Saline County Aging Services Full Board meeting
January 31, 2022, 1:00 PM
Saline County Aging Services (SCAS) Back Room

The minutes were NOT digitally recorded.

President Lorene Horky called the meeting to order. Roll call showed that a quorum was met with nine members present. Staff members present were Program Manager, Lori Moldenhauer, Outreach Coordinator, Madison Hoover, Program Assistant, Laura Mackeprang, and Program Assistant, Donna Kovar. Pastor Jim Bendorf was introduced and welcomed as our newest Community Representative. Marvin Kohout filled in for Stephanie Krivohlavek as our County Commissioner Representative.

Approval of Minutes

The last full board meeting was set for December, but due to scheduling conflicts, Lori sent out an electronic December "Update" to all members. A quick overview was given by Lori of the update that was sent. She stated that we have been very busy and Covid really hasn't stopped anything. The popups are picking up. A motion to approve the "Updated" electronic review for December was made by Bonnie Schoenbeck and seconded by Marty Stones. Motion passed.

Standing Updates

Financial

- Lori has completed the 2nd quarter report for Aging Partners.

Fundraising/Grants/Donations

- Lori talked about the Share the Love Grant, which brought in @ \$6,000. It is based on earning shares by using social media. Flyers were handed out at the Hometown Holiday event. Sam posted on SCAS Facebook Business page and hoping to continue getting more likes. A thank you was delivered to the Subaru Dealerships, and they were presented with cookies from Frank's earning us more points.
- Lori just submitted a Grant to TransCanada to replace the store front window.
- Using previous grants & fundraising, Lori is in the process of getting quotes from Wilber Heating and Plumbing to get a dishwasher and larger sink to be put in a stationary island to help with our events.
- The 4th Annual Shamrock Shuffle is getting underway. It is March 26 at 10:00 am. Our participant numbers continue to grow, as well as the number of sponsors. Lori is hoping to have a good turnout and would love to see all the members there. TCBY is helping again this year and will earn some money for their organization with their assistance.

Budget

- Lori is starting to work on the 22-23 Aging Partner budget due in February.

Old Business/Action Plan

Medicare D Open Enrollment

- SCAS was very busy during the Medicare Open Enrollment period. It was a very successful period with many new clients and new intakes for us. SCAS serviced approximately 270 people with a savings of approximately \$117,000. Remotes were set up in Western (2), Friend (2), Dorchester (1), Crete (1), DeWitt (1), Wilber (2) and daily appointments throughout the enrollment period.
- Assisting clients with Medicare, Social Security, and Medicaid Counseling kept us very busy during this same period.

Senior Events

- A variety of Pop Ups have been held in Western, Friend, Wilber, Czech Village, and starting in Crete. We are trying to post them in the area newspapers and list them 4-6 months ahead of time to help improve attendance. Maddie shared what she has been doing with the popups. She has done Bingo, Jeopardy, and Trivia following the meals/coffee. She will be pairing up with Aging Partners on nutrition and heart this next month and hoping to start ball exercises. Lori presented a Slide show of some of the recent popups that were held by SCAS.
- Attorney General's Office presented a program on Senior Fraud both at Friend and Wilber.
- Randy and Pam Kozeal, from Whispering Winds, presented a Caregiver's Retreat on Alzheimer's, an afternoon session at the SCAS backroom and another evening session at the Hotel Wilber.
- A 7-week Stepping on Class on Fall Prevention was presented by Lori with 6-8 in attendance. Several area specialists came to present. Stacey Brandt from Wilber Physical Therapy talked on proven exercises to help them from falling, Dr. Anna Warnes from the Medical Clinic on drugs and prescriptions pertaining to falls, and Dr. Nicole Morrissey from Downtown Vision presented on vision issues with falls.
- Every Friday, a group meets for 10-point pitch in the backroom.

NEW BUSINESS

- Donna and Melissa were trained by PHS last fall in Tia Chi over Zoom. Two Tai Chi Classes in Wilber have started up with lead by Donna and Madison. There is 8-10 people per session. Classes are being held in the Cultural Center. There was a wait list for Tai Chi so a new class will be offered in March.
- Donna started Telecare with connecting older area adults with a well check from the Wilber-Clatonia 5th grade students. She is hoping to get a few more area schools to start up.
- Starting in February, we will hold a foot clinic at the Czech Village with PHS nurse, Michelle Vana. The clinic will be every other month.
- Lori is starting up a new project called Bilingual Days in Crete. This will be done with a grant offered through Aging Partners. Lori is working with Nancy Tellez, a communication specialist for the city of Crete. Lori is looking to hire an interpreter and interviews are upcoming. This person would be paid through grant money. With this, our mailer would be sent out in Spanish to that 30% of the population who are 60+ and Spanish speaking. The bilingual day would consist of a meal, financial counseling, and information/services.
- Melissa Larmeu, DeWitt Senior Center manager, reported that the meals in the center continue to have a great turnout. Melissa has the following tours/activities lined up: Music Bingo, Sandhill Cranes/Archway, Kansas-Tulip Festival, New Fire Department Tour in Beatrice, Health Fair, and Grief Support Group. SCAT with Scott's assistance helps with these tours. DeWitt's 150 Celebration is in April. There is a meeting coming up on possible expansion on the DeWitt Center Building. A breakfast with SCAS and the Dewitt Center is upcoming to help pull both the two facilities/communities together.
- Scott Bartels, SCAT manager, gave a brief update. He has hired a driver to help.

Lori said the SCAS can provide a snack for the next meeting. The next meeting will be Monday, April 18, at 1:30 p.m. at SCAS.

Meeting adjourned 2:15 PM.

Saline County Aging Services Full Board meeting
April 18, 2022, 1:30 PM
Saline County Aging Services (SCAS) Back Room

Lori Moldenhauer presented Laura Mackenprang with a gift for her retirement from SCAS. Refreshments were offered to all.

President Lorene Horky called the meeting to order. Roll call showed that a quorum was met with nine members present. Staff members present were Program Manager, Lori Moldenhauer, and Program Assistant, Donna Kovar. County Commissioner Stephanie Krivohlavek was also present.

Approval of Minutes

The last full board meeting was January 31. A motion to approve the January minutes was made by Larry Shestak and was seconded by Lila Bottolfsen. Motion passed.

Standing Updates

Financial/Budget

- Lori has completed the 3rd quarter report for Aging Partners.

Fundraising/Grants/Donations

- Share the Love Event, Lori will know in May what will be allocated.
- The store front windows have been ordered with the TransCanada Community Grant for \$5000. Lori showed a Slide show picture of what the new windows will look like.
- Lori is still waiting on getting quotes from Wilber Heating & Plumbing for the dishwasher and sink for the island to help with our events.
- The 4th Annual Shamrock Shuffle on March 26 was a great success, and the weather was perfect for March. There were 137 participants and after expenses, \$2100 was made. Lori shared a slide show of highlights from the Shamrock Shuffle. She stated that the shuffle has continued to grow, and our sponsorship has been fantastic. The shuffle followed up at the Bowling Alley with prizes drawn.
- Jones Group Donation for \$1000 – Scott Woitalewicz was able to designate what business was able to receive this donation and chose SCAS.

Old Business/Action Plan

Medicare, Social Security, Medicaid, Homestead Exemption

- Lori said that SCAS is still very busy with helping clients with Medicare, Social Security, Medicaid assistance. Homestead Exemption is also underway. Madison and Donna are assisting with this.

Senior Events

- Meals and activities are still happening in Wilber and Western.
- Our Aging Partners Legal Clinic with Mary Wilson had a great turnout. We are still referring people on for assistance.

Telecare

- The 5th grade students at Wilber-Clatonia School are still calling seniors in the area on Monday, Wednesday, and Friday mornings. Both the seniors and the students are

benefiting with this program. This is a great life skill for the students. Donna plans to reach out to other area schools in May to set up programs in the fall.

- Lori gave an update on the Aging Partners Grant for the Bilingual/Spanish days in Crete. The grant has been approved for 2½ years. The interpreter has backed out though. Lori has a couple leads for this position. This will be held at the community center in Crete. The focus will be to assist with Social Security & Medicare counseling, Food Pick up, and Aging Partner links. Nancy Tellez, with the City of Crete, will be assisting. Lori will be purchasing chairs, laptop, printer, projector screen, speakers, and other equipment for these popups with the funding received.

NEW BUSINESS

- Tai Chi – Donna and Madison just finished up with classes and will start a maintenance class. Donna mentioned that there were 18 participants, and it went very well. The group really enjoyed the classes and enjoyed the social aspect and making new acquaintances. Participants came from Crete, Wilber, Clatonia, and Friend areas. Another Tai Chi class will be starting next week with 7 participants.
- Walking Club will be offered before the Tai Chi maintenance on Tuesdays and Thursdays.
- Strong Bodies (uses light weights) and Bingo-cise (for sit-bound seniors) are classes that will be offered later. The money raised from the Shamrock Shuffle will help with purchasing the equipment needed.
- Senior Events Upcoming
 - Music Bingo on Thursday, March 21. Kathy Stokebrand shared how Music Bingo went at the DeWitt Senior Center and said it was a big hit.
 - EMT Tonya Vyhnaelek will present basic first aid to the Seniors. A date has not been set yet. Aging Partners requires two care giver presentations a year. This will be the second one.
 - Madison has a day trip planned to go to Brainard, NE to tour Jisa farmstead Cheese.
 - Donna is working on a Wilber Brewery Presentation by the members for both SCAS site for seniors and one for a public presentation in June/July.
- Farmer Market Coupons are starting in June. Sign up is beginning now.
- There is a mandatory all staff training at Aging Partners this Thursday and SCAS will be closed to be able to attend. There is a SHIP training coming up in May.
- DeWitt Update was given by Kathy Stokebrand. The focus is on the 150th celebration and building up to 4th of July weekend. Music Bingo was a success. Upcoming trips include a day to see the Tulips in Kansas, and a quilt presentation. They are trying out four different Venues for their Wednesday congregant meals. Construction has started on building improvements at the center.
- There was no SCAT update.

The next meeting will be Monday, July 25, at 1:30 p.m. at SCAS.

Meeting adjourned 2:30 PM.

Saline County Aging Services Full Board Meeting
January 23, 2023, 1:30 PM
Saline County Aging Services (Back Room)

Pizza and dessert were served at 12:30 for members.

President Lorene Horky called the meeting to order. Roll call showed that no quorum was met with 6 Community Representatives present. Staff members present were Program Manager, Lori Moldenhauer, and Program Assistant, Donna Kovar. County Commissioner, Stephanie Krivohlavek was also present.

Approval of Minutes

The last board meeting was in July. The October meeting was canceled due to Med D and time conflicts. Lorene asked if any corrections were needed to the July minutes or if anyone had any questions. There were no changes made. There was no motion to approve the minutes.

STANDING UPDATES

Financial Report/Budget

- Lori gave an update on the County Budget that she had presented to the commissioners regarding revenue. \$190,000 carryover from last year (2021-2022) in July for use of making the budget for expenses. \$4296.17 is from the remaining Share the Love Grant to be used this coming year. The TransCanada (last year) \$5000 is for the new windows, which are here, but we must wait on warmer weather to have them installed. The decal of our new logo for the window is completed. Also included is an estimated \$10,000 for additional grants for the following year.
- The Aging Partner funding is \$68,497 which includes the DeWitt PassThru (\$4000) now. The PassThru is for their quarterly funding and OAA meals that SCAS get 77 cents back from them.
- The City/Village proposal is \$16,516.15.
- The Saline County Support is up a little to \$5502.85 which comes from the county budget.
- The Hispanic Outreach Grant for \$75,000 is spread out over 2 ½ years.

Fundraising/Grant/Donations

- The 2023 Share the Love Grant has been completed.
- The Cornhusker United Way Organization has been growing and improving over the last few years. Their funding/grants have helped seniors with the Housing Stability Act, technology, and other needs. These funds also help with our Hispanic Outreach.
- We received a great donation from the BJ Fictum Estate. Lori thanked Carol for this donation.

OLD BUSINESS/ACTION LIST

- Medicare D Open Enrollment went fantastic this year. It was very overwhelming at times. We were able to really promote it and get this service out there for the seniors to use. The seniors are becoming more educated on this service. We had 15 Remote locations between Western, Friend, Crete, Dorchester, and DeWitt. We still had some walk-ins. Laura came back to help, along with Kelly Grimes from AP. We assisted approximately 236 Saline County Seniors. We saved this year for the Seniors \$289,835 for their 2023 Drug Plans. We are Medicare trained through the state; therefore we are able to work closer with Medicare when there are issues with the help of SHIP. We received donations of \$840.

- Our senior events were limited during the Med D time frame. We did a Covid/Flu shot clinic with Public Health Solutions at the following three locations: SCAS, Czech Village, and at Crete with our Hispanic Day. We kept the Western program going monthly. We have started working with Sue McClain, Yesterday's Lady out of Beatrice, with programs on the history of clothing through Nebraska Humanities.
- Lori gave a Hispanic Outreach in Crete Update. It is going well. The numbers are increasing and asking for assistance. It is serving its purpose. They come from 10:00-2:00. They do projects, exercise, dance, meditate, and have meals there. They get Feed America, when available and meat packages are once a month. We have a foot clinic through Public Health Solutions every other month. Michelle Vana helps with this. They did a day trip to a fabric store for a sewing project.
- Aging Partners finalizing the SubAwards for Jan 2023 to August 2023 and September 2023 to August 2024 totally \$42, 875.

NEW BUSINESS

- We have Yesterday's Lady coming back to Western this week due to canceling the December activity because of bad weather. The history of Clothing will be presented.
- With part of the Share the Love Grant, SCAS purchased basically a holiday type meal pack and put together 100 grocery packs for Seniors. This included Karpisek's pork chops, mashed potatoes, stuffing, beans, etc., that were donated from Food Mesto. Two church youth groups (Methodist and Catholic youth groups) volunteered to deliver approximately 50 packs. Madison and Tia will be delivering the rest.
- Lori said we are starting a new Home Delivered Meals program in Crete. We are working with Tabitha, the City of Crete, and with Mayor Bauer, who wants to help get city volunteers with delivering of the meals. Lori is looking forward to having another home delivered meal option in Saline County. The city of Friend has HDM through the hospital. The rest of the county uses Moms Meals.
- We are starting to work on our 5th Annual SCAS 5k Shuffle which will be March 18th with a storm date of the 25th. Post celebration will be at the Wilbol.
- Lori shared a DeWitt update sent in by Melissa. They had the Lincoln Zoo tour of Lights trip, hosted a Christmas tour of homes, and hosted 3 days of Christmas gift wrapping in December as a fundraiser. We currently stand at the half mark with the funding of our new flooring in the center. \$11,000 to go. On April 22, is a fundraiser with Music Bingo with an open bar from the Legion. Tall Tree Tasting will be there with a booth, too. More activities and tours are planned for the year. They are also working on a new newsletter that will be a spinoff from the 105 version that was put out. The DeWitt Center works with SCAT on their trips.
- Scott presented the SCAT update. He said it is budget time again. SCAT continue to provide transportation with Melissa on her senior trips. They also work with SCAS monthly for the dinners. SCAT provide transportation in Crete for Hispanic Day when needed. Scott said his budget is taking a hit right now with the price of gas. Scott gave a quick review of how SCAT is financially structured with the federal and state grant money.

The next meeting will be on Monday, April 24, at 1:30 p.m. SCAS.
Meeting adjourned at 2:02 PM.

Saline County Aging Services Full Board Meeting
April 24, 2023, 1:30 PM
Saline County Aging Services (Back Room)

Stephanie called the meeting to order. Roll call was taken with 9 Community Representatives present. Staff members present were Program Manager, Lori Moldenhauer, Outreach Coordinator, Madison Maly, and Program Assistant, Donna Kovar. County Commissioner, Stephanie Krivohlavvek was also present.

Approval of Minutes

The last board meeting was in January. A motion to approve the January minutes was made by Marty Stone, and seconded by Jim Bendorf. Motion carried.

STANDING UPDATES

Financial Report/Budget

- Lori stated as far as the budget there is nothing really to report on as of now. It is the start of the 4th quarter so Lori will begin working on the budget for the County.

Fundraising/Grants/Donations

- The \$1300 Cornhusker United Way Grant was just received. We haven't dedicated the funds to anything special yet, but has some ideas. The money will just be added to the grant money and Lori will let you know in future meetings what it will be used for.
- 5th Annual Saline Shuffle update was shared by Lori. Possibly changing the run name to Saline Shuffle instead of the Shamrock Shuffle due to moving from having the event in March to now April because of the cold weather. There were 136 signed up and continues to grow every year. This year there was a huge increase in sponsors. Madison sent out 75 letters to business sponsors in the county. Having the sponsors funding helps to keep the shuffle cost down with the purchasing of t-shirts for all the participants. Raised about \$1500 and using this for our Strong Bodies Program. Last year's shuffle went to this, too. We still need to purchase the weights. This was to be sponsored by a grant through Aging Partner's, but it fell through with the city not approving this grant of theirs for us to get funding for. All of us here will be getting certified on the Strong Body program through a 2.5-hour online training. This new training will cost \$500 a piece for each of us to be trained.

OLD BUSINESS/ACTION LIST

- Lori gave an update on all of our Counseling happening here at the office (Medicare, Medicaid, Social Security, Homestead) which continues to keep all staff here very busy. There have been approximately 40 new clients signed up since January. We are getting a lot of referrals from the Crete area for Social Security and Medicare Assistance. Homestead ends in June.
- In January, Yesterday Lady presented a program on Century of Fashion. In February, Aging Partners came and presented Heart Health. March was the Shuffle Run event. First State Bank just presented in April on Fraud Awareness both in Wilber and Western. There were some issues with clients receiving the newsletter late after the program dates had passed. Lori has changed now how we are doing the newsletter. It will be done in-house instead of sending it to LPI and will combine both the newsletter with the mailer. This will help in getting the newsletter out on time to clients. Madison

will work on the newsletter a month ahead for summer help to assist in folding it and therefore getting the newsletter out earlier.

NEW BUSINESS

- Bonita Zoubek, who does our meals for Western presentations, recently lost her husband unexpectedly. Not sure what she may do now with assisting with the meals.
- Lori said we are trying to have more informative events. Some of the upcoming SCAS events are as follows:
 - Legal Clinic with Mary Wilson, Aging Partners, on May 12. After the presentation a private meeting with legal assistants may be set up. The Hispanic presentation will be in the morning that day.
 - Public Health will present on Oral Health on May 16
 - Crete Senior Center is another possibility to start working with for additional activities. They usually meet on the last Tuesday of every month. Possible exercise programs could be started there. Lori will reach out to them.
- The Hispanic Outreach is still going well. Some of the upcoming programs are as follows:
 - Legal Clinic, May 12 with Mary Wilson, Aging Partners. Private counseling sessions can be set up following the presentation.
 - A trip to the city library to get set up with a library card and a book.
 - A trip is planned to bring clients down to SCAS in Wilber to familiarize them with the office here. SCAT will be used for transportation.
- Lori gave an update on the Home Delivered Meals program in Crete. A meeting with Dave Bauer, Cheryl Moore of Tabitha, Jill Engel from AP, Lori, and Madison is set up for May 4. A contract is being worked on and the meal price was agreed upon for \$6.25. A discussion was had on getting enough volunteers to help with the delivery of the meals.
- Our monthly foot clinics continue to be very packed with client appointments. We will have a new retired nurse, Sarah Yokel from Friend, who will be a substitute for our local county nurses.
- Melissa gave an update on the DeWitt Center as follows:
 - Wednesday meals are going well with about 40-45 attending
 - About 80 memorial bricks have been made
 - Blood pressure clinic is scheduled monthly with Foot clinic every other month
 - Music Bingo was recent with 150 attending
 - Starting on May 10, Fresh Food Truck will be coming once a month
 - A farmers' market will be at the center 1 to 2 times a month. The FFA is helping.
 - Home Delivered Meals is in the process of getting started back up with RJ's
 - Programs were presented by Caring Friends, SHIP on Medicare, FSB on Fraud
 - Field trip is in the works and once dates are set; it will be put in the newsletter
 - Health Fair will be in the Fall along with a meal
- SCAT update - Scott couldn't attend. Comments were made that new vans have been approved.

Lori finished by sharing a slide presentation of the events.
The meeting was adjourned.

The next meeting is scheduled for July 24 at 1:30 in the backroom of SCAS

Saline County Aging Services Full Board Meeting
July 24, 2023, 1:30 PM
Saline County Aging Services (Back Room)

Lorene called the meeting to order. Roll call was taken with 9 Community Representatives present. Staff members present were Program Manager, Lori Moldenhauer, Outreach Coordinator, Madison Maly, and Program Assistant, Donna Kovar. County Commissioner, Stephanie Krivohlavek was also present.

Approval of Minutes

The last board meeting was in April. A motion to approve the April minutes was made by Marty Stone and seconded by Scott Bartels. Motion carried.

STANDING UPDATES

Financial Report/Budget

- Lori stated she has submitted to the Commissioners the employees' budget and is waiting on the rest. The City/Village funding request for the fiscal year 2024 has been sent out. Lori will be attending the Crete City Council meeting.

Fundraising/Grants/Donations

OLD BUSINESS/ACTION LIST

- Scott (SCAT) and SCAS set up a display at the Saline County Fair this past week.
- The following were recent Senior Events:
 - A legal clinic with Mary Willson was held both in Wilber and in Crete (Hispanic Outreach)
 - Great turnout and presentation given by Deputy Osborn and Max, the K-9.
 - A presentation by Nicole Stoner, County Extension, on garden pests and diseases was given in Wilber.
 - Hope Crisis Center presented in Western. Recently it has been a coffee hour with rolls in Western, and starting tomorrow, it will go back to meals.

NEW BUSINESS

- Senior Events
 - Hope Crisis will be in Wilber on July 31
 - Coming in August there will be a presentation given in Crete on what services SCAS provides. Madison has been in contact with someone to help get Crete more involved in monthly programs.
- Hispanic Outreach update
 - The program has continued to be doing great according to Lori. There was a legal clinic in May that helped with POA's and Living Wills, and a library trip where they learned about resources available to them. There was a movie night and cornhole activities. We have been helping with more and more Medicare and Medicaid assistance with the Hispanic community.
- Home Delivered Meals program in Crete.
 - Lori said that the Home Delivered Meals is going gang busters in Crete. It started in June and there are 9 clients. The billing has gone very smooth with Tabitha in Lincoln sending us the invoices. Clients are paying on time. Meals are M-F only and cost is \$6.25. There is a full load of volunteers.

- Strong Bodies

This program has been in the making for a good year. Shamrock Shuffle funds have been designated for the equipment needed for the program. Lori and Donna are both certified to teach the program. We have been working with the City of Wilber for use of the Cultural Center due to large group sizes. We plan to keep this program going as a continue class. There is a suggested \$2 fee per class.
- Tai Chi in Friend and maintenance class in Wilber

Madison is teaching a Tai Chi class two days a week in Friend at their Health Center. Public Health is adding mindfulness and well-being to the new Tai Chi class, that Madison and Donna both will be retrained on later in August, along with additional training for the library Tai Chi instructor to get us full credit. Donna will begin Tai Chi here on Friday mornings after Czech Days.
- Activity Room addition
 - Lori shared the plans for the activity room addition which is out for bids. The space will provide needed room for our exercise classes and meetings. The commissioners have approved this. Lori has it in her budget and is not having to ask for any additional funds. The funds are strictly coming from grants, funding, and fund raisers that have built up.
- Melissa gave an update on the DeWitt Center as follows:
 - Remolding of the Senior Center is about finished.
 - A lavender trip to Sleepy Bees by Firth was taken which was very educational.
 - Events planned for the Fall are the following: a health fair and a legal clinic.
 - Melissa will be expanding on the newsletter and focusing on the history of the Senior Center. The Facebook page is back up and running.
 - Fresh veggies and meat truck is coming once a month to DeWitt from Lincoln Food Bank. No age or income restrictions.
- SCAT update –
 - Pie and Ice Cream at the Old Settlers Day went very well.
 - Clients using SCAT services for rides has increased 40% this year. SCAT provided more rides this year than what the population is in the county.
 - More trips are planned with DeWitt Center for transportation assistance.
 - SCAT had provided trips to the Omaha airport with clients, and Scott is looking specifically to provide on Thursdays, rides to the Court House for county business.
- Additional
 - For Czech Days, we will have an area out front for seating for our seniors.
 - Madison and Jim Bendorf will be trained in Med D to assist this Fall.

The meeting was adjourned at 2:15 pm.

The next meeting is scheduled for October 23 at 1:30 in the backroom of SCAS

Saline County Aging Services Full Board Meeting
February 24, 2024, 1:30 PM
Saline County Aging Services (Back Room)

Lorene called the meeting to order. Roll call was taken with 7 Community Representatives present. Staff members present were Program Manager, Lori Moldenhauer, Outreach Coordinator, Madison Maly, Program Assistant, Donna Kovar, and Deb Collins. County Commissioner, Stephanie Krivohlavek was also present.

Approval of Minutes

The last board meeting was in October. A motion to approve the October minutes was made by Marty Stone and seconded by Trudy Kubicek. Motion carried.

STANDING UPDATES

Financial Report/Budget

- Lori stated she will soon be working on Aging Partner's budget for 2024-2025 Fiscal Year. Share the Love Grant has been submitted and Lori should hear back in May on how much we should be getting back from it.

Fundraising/Grants/Donations

OLD BUSINESS/ACTION LIST

- Lori shared that in the fall we assisted about 260 clients during Medicare D Open Enrollment, saving approximately \$164,000. We gained about 30 new clients during this time. Our normal counseling appointments continued during this time.
- The following were recent Senior Events:
 - We delivered a New Year's package (spaghetti meal) along with a Shelf Stable meal from Aging Partners to our low-income clients. Two local youth groups assisted us with the delivery of these. The spaghetti meal came from donations and funding. Two youth groups assisted us with in the delivery of them.
 - Recent National Days were Pizza Day & Sticky Bun Day. Upcoming National Days for next month are Pancake Day, Peanut Butter Day, and Oreo Cookie Day.
- Senior Events
 - Madison shared in November; Craft Day has started back. They made a ribbon Christmas door wreath. In January, they made a Valentine Door hanger. Another door hanger will be made in March. In May, the activity will be a flowerpot with succulents. There were about 8+ Seniors at each of these events. A new group of seniors are coming to these events.
 - The Thanksgiving To-Go Meal went very well with 40+ served. We now are getting points for our To-Go Meals. This counts as an OAA meal since we can't do congregant meals. There also was a Valentine To-Go Meal on February 15, in which 15 meals were served. The plan is to continue To-Go Meals around the holidays.
 - The Crete Senior Group (30 members) has requested to have us work with them on a meal/program. The first meal was in November, with County Sheriff Tyson Osborn and canine dog, Max, giving a presentation. January was just a meal. February 27 there will be a meal and SCAM presentation. April will be the next time going there.
 - Tabitha representative, Tammy Barrett, gave a presentation at SCAS on Thursday, February 22.

NEW BUSINESS

- Up Coming programs:
 - Nicole Stoner from Gage County Extension will be coming to do a presentation on how to prep for your garden in April or May. The attorney general's office will be coming to all the locations for SCAMS. We were contacted by the Wilber Care Center to start doing a monthly Senior meal with them. The first meal there will start in March. The Senior meal in April will have a presentation given by WC Scholarship Foundation. Trini Jensen will be coming to make egg rolls. Alexa Cervený will come to teach Macramé.

- Lori stated that the Hispanic Outreach is going gain busters. There were about 12-15 seniors there each time. We extended the Hispanic Day to 4 times a month. We meet every Friday. The grant for this goes until the end of August. Once August is over, Lori will have to reevaluate how often. Senior Crete Meals are also tied into this same grant. Netti was recently trained in Tai Chi. Madison and Donna have been going there to assist Netti with Tai Chi for now. Foot clinics are every other month.
- Exercise Classes
 - Strong Bodies continues to have great numbers. It is growing by word of mouth. The group is enthusiastic about Strong Bodies and being active. Jill Broz will be teaching the Monday class to help relieve the other teachers. The ladies are interested in yoga, especially chair yoga, so Lori downloaded an online training that we need to get trained on. Bingocise has not happened yet due to issues getting trained.
- The Saline Shuffle will be the new name for the Shamrock Shuffle. It will be on Saturday, April 13. We are moving to April to avoid the colder, freezing weather.
- Activity Room addition
 - Lori shared that she is working with the vendor to get it going.
- Melissa gave an update on the DeWitt Center as follows:
 - There were two (2) day trips in the month of November taken.
 - Christmas Dinner and party with a Harpist performance
 - Pitch tournaments over the winter months continued with one coming up in March.
 - There are 35-40 meals being served every Wednesday at the center.
 - Breakfast will be tried on the 3rd Monday in March
 - April 12 will be Music Bingo
 - There is some remodeling going on with the kitchen. A hand washing sink needs to be installed to be able to serve congregate meals.
- SCAT update –
 - Scott said providing transportation for people has been going well. State level continues to have challenges.
 - The annual Soup and Sandwich fundraiser will be this Saturday, March 2 from 11-1 in Western at the SCAT building.
 - 2024 is the 50th year anniversary for SCAT. They will be trying to coincide activities with other town events in the county.
- Additional
 - We need to look for representatives from several communities to be on our board.

The meeting was adjourned at 1:20 pm.

The next meeting is scheduled for April 22, 2024, at 1:30 in the backroom of SCAS