

**Metropolitan Area Agency on Aging
Board of Directors Minutes
August 16, 2007**

Present: Board Members: Wayne Takeshita, Jan McCulloch, Jerry Hennen, Dolores Zeller, Bob Roepke, Jan Olson, Kathleen Gaylord, Jamie Warndahl, Marcia Wielinski, Kerri Pierce Ruch for Commissioner Dorfman, Virginia Lanegran, Allen Miller, Dick Lang, Gayle Degler, Jean Greener,

Staff: Dawn Simonson, Bob Anderson, Terry Nielsen, Pam Zimmerman, Kate Houston, Rajean Moone, Gail Hernandez

Guests: Anita Ngo (MAAA Intern), Ron Bloch, Courtney Whited, Tony Carr

Absent: Gail Dorfman, Laura Waterman Wittstock, Jackie Stewart, Eileen McHugh, Mark Skeie, Jan Parker

The meeting was held at the St. Paul Council of Churches, 1671 Summit Avenue, St. Paul, MN and was called to order by Chair Wayne Takeshita at 9:40 a.m.

Welcome and Announcements

Wayne Takeshita led introductions. He asked for a moment of silence to honor those affected by the 35W bridge tragedy. Wayne updated members on personal news of Board members who had been in touch with him. He also distributed a newspaper article on older workers and announced that Warren Wolfe, reporter of elder issues for the Star-Tribune, was recently reassigned to other duties and will no longer be covering senior issues exclusively.

Consent Agenda

A motion was made to approve the Consent Agenda. Motion was seconded and the motion passed.

Chair's Report

Wayne deferred his report to be combined with the Executive Committee report.

Executive Director's Report

Dawn Simonson began her report with an update on the status of the Vital Aging Network (VAN) for which MAAA is serving as fiscal agent effective 7/1/07 – 12/31/08. The VAN Leadership Group has held two meetings where they have revisited their strategic plan and the deliverables under the grant from The Atlantic Philanthropies. The Group is also working to assure a smooth transition from the University of MN (UMN). Funds from the UMN have been transferred to MAAA. A position description for the VAN Coordinator (1 FTE) is being finalized and will be posted shortly. The transfer of the VAN website to an independent host has been completed and Board members are encouraged to visit the site at www.Vital-Aging-Network.org.

MAAA facilitated and participated in the MN Leadership Council on Aging's (MNLCoA) June planning retreat. The Council is now comprised of fifteen organizations. The newest members are the MN Medical Directors Assn. and the Alzheimer's Assn.-MN/ND Chapter. Network and policy action plans have been drafted for 2008 – 2010.

MAAA has completed a survey of chore providers to learn of current issues and trends in readiness for development of Requests for Proposals for the competitive funding round in 2008. Anita Ngo, UMN MPH intern, is completing a survey document of Title III providers to gather information about the status of reimbursement by health plans for services to Elderly Waiver enrollees provided by Title III grantees.

MAAA has released the Falls Prevention website (developed for the MN Board on Aging under contract) for testing and is seeking feedback. Planning meetings for the Enhance Fitness project implementation have been held with UCare, Wilder Foundation, Senior Community Services and other partners.

MAAA continues to be very challenged with the use of the Revation call distribution software. Customization of the Agency's phone vendor is underway to properly tag Revation Internet communication in the call center as high priority. Minnesota's AAAs will meet with MBA representatives to request and help determine a plan of correction to improve call center technology quality to meet the demands of Medicare Part D open enrollment.

Dawn recently returned from meetings of the National Association of Area Agencies on Aging's Board of Directors and its annual conference. Representatives of the Administration on Aging are framing Choices for Independence as raising significant new federal Older Americans Act funds over the next five years. The vision is to increase funding for consumer-directed care and to encourage development of private pay services for those who are able to pay.

Information & Assistance Director's Report

Pam Zimmerman noted the following:

- CMS is now requiring that 5% of SHIP (federal health insurance counseling) funding support services for persons with mental health disabilities and that MAAA's Senior LinkAge Line program is moving in the right direction to respond to CMS requirements.
- The Aging and Disability Center strategy work is moving forward. The goal is to develop a viable infrastructure of access points and outreach methods. Jane Cunningham was hired to manage this project, and will begin on August 27.
- The Elder Refugee Project has been extended to December 2007. The focus of this project is to build on collaborations with direct service providers and to introduce the newly developed web-based toolkit.
- SLL has increased services to the minority community by starting Senior Surf Days in Spanish. CLUES assisted in organizing sessions for Hispanic elders. There is also strong interest in the American Indian community to hold Senior Surf Day classes at the Franklin Library. Staff is working to organize those sessions.
- The Veterans Linkage Line (VLL) went live on August 9 and SLL was requested to support and help with capacity issues. However, SLL received no calls from VLL clients.

Committee Reports

Executive Committee: Wayne Takeshita updated the Board on the activities of the Communities for a Lifetime Committee (CFL), chaired by Bob Roepke, and the need to attach accountability measures. A CFL meeting will be held immediately after today's Board meeting to discuss these issues further. Wayne mentioned that it is expected that significant changes will be made with the addition of the new MBA appointees, and hopes the Board will have an opportunity to meet with

the MBA Board to enhance relationships between MAAA and MBA. Wayne requested that any issues with the MBA be brought to either his or Dawn Simonson's attention.

Audit/Finance Committee: Kathleen Gaylord reported that the Committee will meet later this month.

Planning Committee: No report.

Nominating Committee: Gayle Degler reported that the Nominating Committee met just prior to today's Board meeting to review the status of the Secretary position and the 4 terms that are ending in 2007. The Committee noted that there will be 1-2 openings and that they would be looking for a minority individual, preferably male and not from Ramsey County. The Committee also discussed looking for a younger person to participate on the Board to give insight into the younger view of aging issues.

Communities for a Lifetime Committee: Bob Roepke reported that the Committee is meeting today, immediately after the Board meeting, to review the proposed survey questions intended for municipalities in the metro to assess status of community planning related to the growing aging population.

Diversity Action Council: Wayne reported that the DAC met last week to finalize plans for the upcoming staff training to be held on September 12 utilizing The Saint Paul Foundation's Facing Race program. Board members are encouraged to attend. Details will be emailed to them closer to the event.

A motion was made to approve the Committee reports as given. The motion was seconded and passed.

Resolution

Approval to Change 403(b) Retirement Plan Vendor from Lincoln Financial Group to Mutual of America: Terry Nielsen gave a brief history of MAAA's 403(b) plan, noting that the current vendor is unable to meet the Agency's needs. He gave a brief overview of the benefits of changing the plan to Mutual of America, noting its service to other non-profits, lower management fees, non-commissioned representatives, local offices, and a wide variety of well-managed funds.

A motion was made to approve the Resolution. The motion was seconded and passed.

Discussion

2008 Area Plan-Final Planning Discussion: Kate Houston reported that the board retreat in May required some language changes in the 2008 strategic plan. Staff members are working on those revisions which are currently being discussed by the Communities for a Lifetime Committee. It was decided that the language will be kept fairly broad until current survey results are in. Other than the incorporation of the new Communities for a Lifetime outcome in the Area Plan, most work is ongoing via multi-year projects. Kate will bring more detail to the Board in September.

Input to Planning Committee for Chore Services: Bob Anderson informed the Board that the Planning Committee will be meeting next month to discuss funding policy for chore services. Bob

noted that the chore programs and model have worked very well since the coordination model was discontinued. Currently chore vendors are providing 80,000 hours of service annually, including lawn care, snow shoveling, homemaker, and minor home repair. Over the last three years MAAA was able to expand services to Washington County. Board members concurred with the report that the current funding model is working well.

Transportation Services Presentation: A presentation of Title III-funded transportation services was given by Courtney Whited from Senior Community Services and Anthony Carr from the American Red Cross-Twin Cities Chapter.

The meeting adjourned at 11:35 a.m.

Minutes respectfully submitted by Gail Hernandez