

**Metropolitan Area Agency on Aging
Board of Directors Minutes
February 21, 2008**

Present: Board Members: Wayne Takeshita, Kathleen Gaylord, Gayle Degler, Marcia Wielinski, Jerry Hennen, Jean Greener, Eileen McHugh, Jamie Warndahl, Virginia Lanegan, Jess Luce, Mark Skeie, Allen Miller

Staff: Dawn Simonson, Bob Anderson, Kate Houston, Pam Zimmerman, Gail Hernandez

Absent: Jan McCulloch, Gail Dorfman, Laura Waterman Wittstock, Dolores Zeller, Bob Roepke, Dick Lang, Jan Olson, Jan Parker, Kerri Pierce Ruch for Commissioner Dorfman

Guest: Katy Boone of Carver County and Atachi Acharya of Volunteers of America, Presenters Malcolm Mitchell and Chris Chrysosovergis from Elderberry Institute

The meeting was held at the MAAA offices, 2365 N. McKnight Rd, N. St. Paul, MN 55109, and was called to order at 9:35 by Chair Wayne Takeshita.

Welcome and Announcements

Wayne Takeshita welcomed Board members and guests.

Consent Agenda

A motion was made to accept the January 17, 2008 minutes as written. The motion was seconded and carried.

Chair's Report

Wayne Takeshita distributed two newspaper articles from the Lake Elmo Review and St. Paul Pioneer Press.

Executive Director's Report

Dawn Simonson reported that Comunidades Latinas Unidas en Servicio (CLUES) has declined Special Access funding as they feel they can provide those services without funding from MAAA. CLUES will continue to accept Caregiver Support funding, and will continue to partner with MAAA going forward. Dawn will send a letter from the Board stating that MAAA is looking forward to working with CLUES and congratulating them on their success.

The Vital Aging Network (VAN) is working on a grant proposal to the Stevens Square Foundation via MAAA as VAN's fiscal agent. The grant proposal is due March 1 and will request up to \$50,000.

Pam Zimmerman is participating in a stakeholders group convened by the ElderCare Rights Alliance to revise the Vulnerable Adult Act to better meet the needs of older persons.

MAAA is working with Community Action Partnership related to providing nutrition services to persons with disabilities under age 60 residing in public housing, and is currently awaiting clarification from the Administration on Aging via the MN Board on Aging related to interpretation of a provision in the Older Americans Act.

A meeting between Senior Services Consortium of Ramsey County and MAAA was held to develop a communication protocol for 2008 to facilitate a more effective relationship.

MAAA is accepting a contract from Region 9 Development Commission to expand statewide falls prevention efforts focused on seeding and advising local falls coalitions. A technical assistance guide will be included on the website.

The MBA held 22 public hearings throughout MN to request feedback on the realignment of Area Agency on Aging Planning and Service areas effective for 2005. The public hearing related to the seven-county metro region was held on January 22, 2008 and was attended by providers and interested others who testified positively about MAAA's ability to meet needs in its current Planning and Service Area.

I & A Program Director's Report

Pam Zimmerman updated the Board on the Senior LinkAge Line® statistics through January 2008, noting that service volume is similar to 2007 for the same time period. She also reported on the status of the Aging & Disability Resource Center initiative. Six community-based access sites are now available, with 35 information kiosks placed and maintained throughout the region.

Committee Reports

Executive Committee: Wayne Takeshita asked the Board to review the February 7, 2008 minutes.

Planning Committee: Bob informed the Board that discussions related to Transportation funding will be delayed one year with approval from the MN Board on Aging. At the March 27, 2008 meeting the Planning Committee will discuss Health Promotion and State Nutrition Services Expansion funds.

Audit/Finance Committee: Kathleen Gaylord informed the Board that MAAA's tenant, First Site Staffing, will not be renewing its lease. Terry Nielsen is working to find a new tenant, preferably another non-profit, to lease the space. Kathleen requested the Board members let MAAA know if they have any ideas for advertising or a lead on a possible tenant.

Communities for a Lifetime Committee:

Dawn Simonson reported that the CFL Committee met on February 18 to discuss survey results. The survey report will be finished soon, and after final edits, the survey will be published on the MAAA website. A press release is in draft form.

Diversity Action Council:

Marcia Wielinski reported that the DAC met the end of January to discuss two training sessions for MAAA staff.

A motion was made to approve the Committee reports. The motion was seconded and carried.

MAAA Roles in Evidence-Based Health Promotion and Disease Prevention

Kate Houston reported on evidence-based health promotion which is a process of planning, implementing and evaluating programs adapted from tested models or interventions in order to address health issues at both the individual and community levels. An evidence-based program has been demonstrated to be effective in basic research with the same target audience; has been demonstrated to be effective in the "real world" and follows clear protocols for training and conduct of the program. The Administration on Aging (AoA) policy direction regarding chronic disease prevention and management is to reduce the need for health and community services through effective health promotion, prepare the Aging Network to deliver evidence-based programs, and to fund research and demonstration grants. The MN Board on Aging (MBA) policy direction requires chronic disease Program Development and Coordination (PD&C) outcomes, state planning to include the MN Falls Prevention Initiative, and implementation of the AoA's Evidence Based Health Promotion demonstration grant in three regions including the Metro.

MAAA's role is to represent the AAAs on the MN Falls Prevention Initiative steering committee, provide staff (under contract) to develop a state website, coordinate the social marketing campaign and evaluation, and provide staff to implement the 2008 falls prevention projects. MAAA projects include coordination of the Enhance Fitness program in the metro area which is a three-year evidence-based physical activity program, in partnership with UCare, Wilder Foundation, Senior Community Services, the MBA, and the MN Dept. of Health.

Presentation

Katy Boone, Carver County Office on Aging and Atashi Acharya, Volunteers of America gave a presentation of Title –III funded Health Promotion and Disease Prevention Services.

Resolutions

Ratification of Officers for the Metropolitan Foundation for Aging (MFA) Board of Directors. The following officers were elected on February 15, 2008 by the Metropolitan Foundation for Aging Board of Directors – Ed Ratner – Chair,

Mike Weber – Vice-Chair and Malcolm Mitchell – Secretary Treasurer. The resolution is for MAAA to approve their election as required in the Foundation by-laws.

A motion was made to approve the resolution; the motion was seconded and carried.

Action Items

MNCAAN Request for Fiscal Agent. Dawn Simonson explained that the MN Creative Arts & Aging Network’s request for a fiscal agent was brought before the Executive Committee in February for discussion and the Committee voted to bring the decision to the Board for approval. MNCAAN’s mission is to support creativity in older persons to improve quality of life. MNCAAN is incorporated in Minnesota and is currently seeking 501 (c) 3 status. MNCAAN expects the fiscal-agency relationship with MAAA to be temporary.

A motion was made to approve MNCAAN’s request for MAAA to serve as fiscal agent effective February 21, 2008 for twelve months. The motion was seconded and carried.

Discussion

Input to Planning Committee for Health Promotion/Disease Prevention Funding Policy. Bob Anderson explained that Title III-D funds need to be more closely aligned with MBA policy direction regarding evidence-based programs as outlined in Kate Houston’s report. The questions before the Board are whether to follow MBA’s policies only, or remain open to other ideas. The Board asked that the Planning Committee discuss and bring forward a recommendation to the Board. Board members noted the importance of encouraging local innovation and of striving for sustainable services.

Strategic Plan Update

Tabled.

Committee Assignments

Both the Board Committee Structure and Committee Preferences form were distributed in the Board folders. In the interest of time, Wayne Takeshita asked that the Committee Preferences document be emailed to Board members with a request to send it back via email.

Entrepreneurial Strategies

Tabled.

Space

Terry Nielsen updated the Board on plans to lease First Site’s office space as they are moving May 31st to be closer to St. Paul. MAAA is looking for a new, non-profit tenant and will advertise in the local paper, place signage or a banner on the building, and seek interest from other non-profits. MAAA will also contact the North St. Paul community development office to seek their assistance. There will probably be costs involved in building out the space for the new tenant. MAAA will update the Board with progress reports.

A motion was made to adjourn the meeting; the motion was seconded and carried.

The meeting adjourned at 11:35 a.m.

Minutes respectfully submitted by Gail Hernandez