

**Metropolitan Area Agency on Aging
Board of Directors Meeting
June 18, 2009**

Board Present: Jan McCulloch, Kathleen Gaylord, Jean Greener, Gayle Degler, Dennis Hegberg, Jerry Hennen, Virginia Lanegran, Dick Lang, Jan Olson, Kerri Pearce Ruch for Commissioner Jan Parker, Bob Roepke, Sally Staggert, Wayne Takeshita, Laura Waterman Wittstock.

Board Absent: Jamie Warndahl, Gail Dorfman, Bob Geyen, Jess Luce, Allen Miller, Mark Skeie.

Staff Present: Bob Anderson, Terry Nielsen, Pam Zimmerman, Kate Houston, Leanna Smith, Lisa Sawyer, Gail Hernandez. Interns: Kasey Musta, Anna Spangler

Guests Present: Steve Wolfe, Greg Marita

The meeting was held at the MAAA offices, 2365 N McKnight Rd, North St. Paul, MN 55109 and was called to order at 9:35 a.m. by Chair Jan McCulloch.

Welcome and Announcements

All attendees were welcomed and the Board members introduced themselves to the guests.

Consent Agenda

A motion was made to approve the consent agenda consisting of the May 21 Board Minutes, June 4 Executive Committee Minutes, May 28 Planning Committee Report, June 8 Diversity Action Council Minutes, and the May Executive Director's Report. The motion was seconded and carried.

Chair's Report

Jan McCulloch participated in the June 10 Diversity Action Council staff training on Gay-Lesbian-Bisexual-Transgender (GLBT) Aging Issues presented by Kelly Knochel. Barbara Satin, a transgendered woman, spoke of her personal issues regarding aging. Jan congratulated MAAA on a good, insightful program.

Executive Director's Brief

Bob Anderson, Associate Director gave the report noting that Dawn Simonson was on PTO and would return next week. He asked that the Board review the *Legal Services to Senior Citizens* document as Greg Marita of the Mpls. Legal Aid Society and Steve Wolfe of the Southern MN Regional Legal Services are doing a presentation later in the meeting on Title III-B Senior Legal Assistance. MAAA's Executive Committee made a decision at its June meeting for the agency to house the federally-funded Pension Rights Project, through a contract with Iowa Legal Aid. The project is a good mission fit for MAAA, and a team is working on the grant reapplication in the amount of \$140,000 which is due June 30. MAAA is conducting site visits, for third-year funding, through the summer and Bob asked Board members to participate. MAAA has finalized its contract with Prism for the provision of transportation services in Ramsey County beginning July 1. Bob extended an invitation to the Board to attend the n4a Conference in July, and asked them to let Gail Hernandez know by June 22 if they plan to attend.

Governor's Unallotment Budget (not on agenda)

Kate Houston gave a brief update of Governor Pawlenty's unallotment budget beginning July 1. Kate noted the following which directly affect MAAA:

- Continuing care grants (nutrition, senior programs and Senior LinkAge Line® funds) will be delayed until August 2009.

- Community Service/Services Development (CS/SD) grants for new construction, renovation or remodeling of existing senior housing facilities are temporarily eliminated, and the State will delay funding for future planned projects. The funding pool for CS/SD grants is reduced by 20% over the biennium.
- Program cuts are expected for the Dementia Transitions Project for technical support through 2010.

Standing Committee Reports

Chair Jan McCulloch added these to the agenda.

Nominating Committee: Gayle Degler reported that the Nominating Committee met just prior to today's Board meeting. MAAA Board consists of up to 21 members. The current Board will be reduced by one as of 12/31/09 as Wayne Takeshita has completed 10 years of service. The Committee recommends increasing diversity on the Board, as well as recruiting persons with expertise in transportation, mental health, nutrition, communications or housing services. Priority for residency is counties in the planning and service area other than Hennepin. Jess Luce has requested a sabbatical from the Board until summer 2010 as he received a Bush Fellowship and will be studying in Syracuse, NY until then. The Committee finds Jess is an active, participating member of the Board and grants his sabbatical request. An application to stand for election to the Board will be posted on MAAA's website shortly.

Planning Committee: Jan Olson reported that the Planning Committee met four times thus far to discuss transportation and family caregiver support services funding policy.

Audit/Finance Committee: Report deferred.

Communities for a Lifetime (CFL): Bob Roepke reported that the CFL legislation passed, and that those working on CFL are seeking funds to support the work.

Diversity Action Council: Bob Anderson reported that the June 10 training on issues of gay, lesbian, bisexual and transgendered elders was excellent, and that the DAC is now working on a topic for the fall staff training.

A motion was made to accept the standing committee reports as given, was seconded and carried.

Action Items

Monthly Financial Statements: Terry Nielsen reviewed the May financial statements. He noted the following:

Consolidated Budget:

- A surplus in the YTD budget variance is due to grants not yet paid which are budgeted for and will be paid and monies being held for transportation and chore grants which will be released in June after proper reporting has been received.

Senior LinkAge Line® Budget Expenses:

- There is a surplus in the Personnel line item due primarily to timing issues related to staff salaries.

Administration Budget:

- Personnel expenditures are under budget due to timing of staff salary changes.
- Equipment costs are higher due to furnace and air conditioning repair. Terry also reported that the air conditioning shaft quit working earlier this week, and that the new replacement shaft costs approximately \$4,000.

Non-federal Grants:

- Variance is due to \$30,000 in grant funds not yet received.

A motion was made to accept the May financial statements. The motion was seconded and carried.

Caregiver Support Services Funding Policy: Bob Anderson reported that the Planning Committee had excellent community participation in the two Planning Committee meetings that focused on Family Caregiver Support services funding policy guidelines. Bob noted that written surveys had been sent out to Title III-E service providers to learn more about how their programs have been operating, that our service network has been involved and that State initiatives have been underway, e.g., Working Caregivers. The proposed funding policies slightly increase funding to the Senior LinkAge Line to enhance working relationships with III-E service providers, develop a process/structure for SLL that includes purposeful training to enhance staff's ability to work with caregivers, and work with MN Board on Aging to improve tracking of caregiver-related information in MinnesotaHelp.info®. A motion was made to accept the Caregiver Support Services Funding Policy guidelines, was seconded and carried.

2010 Funding Allocations: Bob Anderson reported that the Planning Committee approved the allocations as outlined in the handout of Title III funds for III-B, III-CI, III-C2, III-D and III-E programs which total \$6,016,113. The final contracts and grants will be based on availability of funds. Most of the allocations are the same as 2009 except for grocery delivery which has added two more programs. It was noted that further discussion and input from the Board will continue to be sought during the year; and that if the Board, at some point, decides to make changes to these allocations it will require time to flow through the policy and award process. A motion was made to approve the Title III funding allocations as presented, was seconded and carried.

Presentation: Title III-B Senior Legal Assistance

Bob Anderson introduced Greg Marita (Mpls. Legal Aid Society) and Steve Wolfe (Southern MN Regional Legal Services), noting that MAAA has funded the Senior Legal Assistance programs for 32 years. The programs targets low-income, older individuals and vulnerable adults in need of legal services.

Hearing no other business, a motion was made, seconded and carried to adjourn the meeting. The meeting adjourned at 11:35 a.m.

Minutes respectfully submitted by Gail Hernandez