

**Metropolitan Area Agency on Aging
Board of Directors Minutes
May 17, 2007**

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

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

Absent: Gail Dorfman, Laura Waterman Wittstock, Jackie Stewart, Dick Lang, Allen Miller, Eileen McHugh,

The meeting was held at the Dorsey-Ewald Conference Center, 1000 West Gate Drive, Saint Paul, MN 55114 and was called to order by Chair Wayne Takeshita at 8:58 a.m.

Welcome and Announcements

Wayne Takeshita welcomed the attendees and requested each member of the Board introduce themselves to Virginia Lanegran, Board Applicant.

Election of Virginia Lanegran to the MAAA Board for 2007-2009 Term

Wayne called for a motion to elect Virginia Lanegran to the MAAA Board of Directors. The motion was made, seconded and passed. Wayne thanked the Nominating Committee for their work.

Action Item-Senior Nutrition Services Funding Policy Recommendations for 2008-2010

Bob Anderson reviewed the proposed Senior Nutrition Services Funding Policy recommendations for 2008-2010 (attached).

A motion was made to accept the policy as presented. The motion was seconded and passed.

There was discussion concerning need for volunteers to be trained to handle emergency situations encountered when delivering meals.

New Board Manuals were passed out to all Board members in attendance.

The meeting adjourned at 9:15 a.m.

Minutes respectfully submitted by Gail Hernandez

METROPOLITAN AREA AGENCY ON AGING, INC.
Planning Committee

“Senior Nutrition Services – Funding Policy Recommendations for 2008-2010”

May 3, 2007

Approved by the MAAA Board on May 17, 2007

✓ **Year 1 (CY 2008)**

- Clarify current Title III federal policies with regards to Senior Nutrition Services and MAAA’s interpretation.
- Conduct an analysis of current clientele and non-users to enhance/develop targeted programs to better serve the current older adult population based on need criteria (nutrition risk, socioeconomic, isolation, etc.).
- Work collaboratively with Title III funded providers to collect information to determine:
 - Real Title III costs for mainstream meals, real costs for culturally appropriate meals, education, outreach and management;
 - The average client donation, by site, meal type, etc;
 - Waiting list criteria for the home delivered meal program;
 - Annual standard survey questions;
 - Criteria for approving site closures and site openings; and
 - Level of need for medical meals.
 - Make recommendations for implementation of new or revised service models for 2009-2010. Focus on the maximization of Title III funds to enhance nutritional status and health.
- Revisit the requirement to provide *nutrition counseling*.
- Eliminate the policy that requires a minimum service area of one county.

✓ **Years 2-3 (CY 2009 – 2010)**

- Transition to a separate Request for Proposal (RFP) to provide *nutrition education and health promotion* interventions and outcomes for the Metro region. Contract with one entity to provide nutrition education in the Metro region based on state-wide, evidenced-based interventions that focus on chronic disease prevention and management. The development and provision of nutrition education activities and outcomes must be in cooperation and partnership with other area experts and initiatives, e.g., Minnesota Department of Health, health plans, etc.
- Issue a separate RFP for culturally appropriate meals in the Metro region.
- Develop and fund pilot projects to promote new service models (frozen meals, new culturally appropriate meals, new sites in unserved or underserved areas, etc.).

- From the information collected and analysis work undertaken in year 1, begin shifting to *performance based contracting*. The key elements of a performance based contract include:
 - **Establish a range of universal federal per unit reimbursement rates within a strategic purchasing plan.**
 - **The authority to accept or reject contracts based on established cost principles:** allowable, reasonable, and necessary (providers can choose service delivery options outside of conventional methods, although they will not receive a higher Title III reimbursement.);
 - **State funds serve as an allocation:** Funds to the State and Metro region are impacted by volume, therefore, the allocation of funds encourages quantity. To provide incentives to maintain or increase volume of meals served, Nutrition Services Incentive Program (NSIP), State Nutrition, and State Nutrition Expansion will be allocated on the percent of meals served in the previous year.