

**Metropolitan Area Agency on Aging
Board of Directors Minutes
October 18, 2007**

Present: Board Members: Jan McCulloch, Dolores Zeller, Bob Roepke, Kathleen Gaylord, Virginia Lanegran, Dick Lang, Gayle Degler, Mark Skeie, Marcia Wielinski, Jerry Hennen, Jan Olson

Staff: Dawn Simonson, Bob Anderson, Terry Nielsen, Rajean Moone, Gail Hernandez

Absent: Wayne Takeshita, Gail Dorfman, Jan Parker, Kerri Pierce Ruch for Commissioner Dorfman, Jamie Warndahl, Allen Miller, Jean Greener, Laura Waterman Wittstock, Eileen McHugh

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 Vice-chair Jan McCulloch.

Welcome and Announcements

No announcements were received.

Consent Agenda

A motion was made to approve the Consent Agenda. Motion was seconded and passed. Virginia Lanegran abstained due to her board of director's position with DARTS, an organization receiving MAAA funding in 2008 and a subject of one or more resolutions on the Agenda.

Chair's Report

Jan McCulloch referred the Board to the Executive Committee minutes, calling attention to Wayne's and Dawn's plans to meet with Board members individually within the next few months. Wayne had suggested at the Executive Committee meeting on 10/4 that a focus group be formed to discuss capacity building, to be led by a Board member. Jan also thanked Dolores Zeller for participating in a Home Care Study.

Executive Director's Report

Dawn Simonson reported on the status of nutrition contract negotiations. She alerted the Board to the Met Council's decision to reduce transportation funding to one of MAAA's providers. Staff is concerned about gaps in services for seniors as a result. Dawn announced that Tom Hyder, former Executive Director of the ElderCare Rights Alliance has been hired to coordinate the Vital Aging Network, for which MAAA serves as fiscal agent.

- Dawn, Rajean Moone with MN Board on Aging and University of MN School of Social Work representatives presented a panel discussion on the graying of Minnesota at the University of MN, Hamline and Citizen League annual policy conference. The discussion focused on demographics and economics of an aging population and issues of aging and disability.
- Dawn is serving as co-chair of the MN Leadership Council on Aging's Policy Committee with Malcolm Mitchell, Elderberry Institute. Work is underway to refine the Community Care Act for Older Minnesotans and broaden policy discussions among

stakeholders. The second annual Aging Policy Exchange will be held on January 10, 2008.

- The 2008 Area Plan has been submitted to the MN Board on Aging. Staff will present the plan to the MBA in December.
- Bob Anderson and staff are working on an environmental scan to prepare for transportation funding policy discussions in 2008.
- The *Sustaining Minority Elders in Their Communities* project has contracts signed with three minority service partner agencies. Work is underway to launch Independent Living Services. One contract is in place with HealthPartners for Elderly Waiver reimbursement.

Information & Assistance Director's Report

Bob Anderson reported that calls are fluctuating day to day (ranging from 174 to 326 calls per day) but are steadily increasing. Call volume is frequently driven by media coverage, particularly about Medicare Part D. Call volume increased significantly in September due to early activity related to open enrollment. Persons served in September totaled 2,562, and unduplicated calls totaled 2,805.

Sixty-eight outreach events were held in September, including Senior Surf Days, community health insurance counseling sites, presentations on resources and the Senior LinkAge Line®, and exhibits at conferences and health/senior fairs.

The Encompass Project is concluded. MAAA's Community Resource Specialist will work with the physicians and staff at Attending Physicians PA to establish access to information and resources at the clinics deploying Aging and Disability Resource Center strategies versus the staffed model.

Committee Reports

Executive Committee: No report.

Audit/Finance Committee: Kathleen Gaylord reported that the Committee met after the September Board meeting to discuss the status of leases within the MAAA building. Kathleen also noted that the approved 2008 Budget needs to be adjusted to account for a cost of living adjustment (COLA) awarded to MAAA from the State.

Planning Committee: Jan Olson reported that the Planning Committee met twice since the last Board meeting. Chore services and grocery delivery funding policy are under discussion. A suggestion was made that MAAA engage an intern to develop strategies with counties and cities to maximize chore service resources and raise issues of concern to seniors with governmental units related to property upkeep.

Nominating Committee: Gayle Degler reported that the Nominating Committee met just prior to the Board meeting. A slate of officers was determined, and will be finalized when Wayne Takeshita returns. One application has been received for the open position. Recruitment is underway.

Communities for a Lifetime Committee: Bob Roepke reported that the CFL is awaiting the results of the survey sent to 146 cities and townships in the seven-county metro-region. The CFL will meet immediately after today's Board meeting.

Diversity Action Council: Gail Hernandez reported that the DAC met to review evaluations of its September 12 training. The DAC plans continuing conversations among staff based on the recent Facing Race training to be held as voluntary brown bag lunches over the next three months.

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

Action Item-Approval of September 2007 Financial Statements

Terry Nielsen reviewed the September 2007 financial statements, noting specific areas in which variances appear, and explained all are issues of timing of expenses. These variances will even out as the agency completes its fiscal year.

A motion was made to approve the September 2007 financial statements as presented. The motion was seconded and passed.

Resolution – Approval of Title III-B Supportive Services Grants for 2008 – Legal Services

Bob Anderson informed the Board that three applications for these funds were received. It was decided to approve Legal Aid Society of Minneapolis and Southern MN Regional Legal Services. The third application was not strong, proposed vague targets, and the applicant was trying to recoup lost funding, so was not approved.

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

Resolution – Approval of the Amended 2008 Budget (Cost of Living Adjustment – State Aging Grants)

Terry Nielsen reported on new state funding made available by the Legislature to organizations receiving state Aging Grant funds. Additional funding is provided for direct staff workers in the form of a Cost of Living Adjustment (COLA). For MAAA the COLA affects Information and Assistance staff members. MAAA will also distribute COLA funds to the affected nutrition services providers receiving Aging Grant funds via MAAA.

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

Discussion – Board Self-Evaluation

Dawn Simonson asked members to complete the evaluation and return to Gail. The document has been reformatted to clarify and better meet the needs of the Board. The results will be discussed at the November meeting.

Board members asked that an additional question be added. “How are we effective as members of the Board in taking the mission and work of the MAAA back into our communities?”

Presentation – Keeping Minnesotans Right Side Up (Falls Prevention)

Emily Farah Miller reviewed the new Web site with the Board. MAAA developed the site through a contract from the MN Board on Aging and with the MBA and its partner organizations.

The meeting adjourned at 11:17 a.m.

Minutes respectfully submitted by Gail Hernandez