

Metropolitan Area Agency on Aging, Inc.
Board of Directors Meeting
October 20, 2011

Board Present: Kathleen Gaylord, Autumn Lehrke, Dave Menden, Allen Miller, Virginia Lanegran, Luis Ortega, Jan McCulloch, Jess Luce, Jan Olson.

Board Absent: Bob Roepke, Allen Miller, Sally Staggert, Kerri Pearce-Ruch, Jim McDonough, Mark Skeie, Jamie Warndahl, Gayle Degler.

Staff Present: Dawn Simonson, Bob Anderson, Terry Nielsen, Gaoly Yang, Katie Haugen (intern), Heidi Kult and Beth Wright.

Guests: JaPaul Harris, Legal Aid Society of Minneapolis and Steven Wolfe, Southern MN Regional Legal Services.

The meeting was held at the MAAA Offices, 2365 N McKnight Road, North St. Paul, MN 55109 and was called to order at 9:36 a.m. by Chair Kathleen Gaylord.

Consent Agenda

A motion was made by Jan McCulloch to approve the consent agenda consisting of the September 15, 2011 Board Meeting Minutes and Funding renewal Approvals of 2012 Title III-E & III-B Family Caregiver Support Services Grants, 2012 Title III-B Senior Legal Services Grants, 2012 Title III-D Health Promotion and Disease Prevention Services Grants and Contracts, 2012 Title III-B Special Access and Outreach Services Grants and 2012 III-B Coordination Transportation Grant. The motion was seconded by Autumn Lehrke. Virginia Lanegran abstained on the Title III-E and III-B Caregiver Support Services Grant renewal approval. Motion carried.

Chair's Report

Kathleen Gaylord reported that due to scheduling conflicts there will be no Executive Committee meeting in November. Draft budget revision for 2012 to incorporate receipt of additional Title III-A funds and to address reduction in merit increase allowances will be sent to Executive Committee members via email and brought forward to the full board for approval at the November meeting.

Executive Director's Report

Dawn Simonson reported briefly on the launch of the Long Term Care Consultation Expansion service, and will revisit in more detail in the discussion items. Dawn also reported on the status of the joint application process with HCMC and North Memorial Hospital for CMS funding for a project on transitioning patients from hospital to home. The application will require a narrative of the Agency's Board and membership. Dawn reported that the recommendations for the Chore and Grocery Services funding proposals will be sent by email to the Executive Committee for review and then brought to the full Board at the November meeting. Dawn reported that a joint display with Hennepin County focusing on Family Caregiver Support is being displayed in the gallery at the Hennepin County Government Center. There will also be a presentation given at the November meeting.

Terry Nielsen provided an update on the building renovation and reported that the new first floor heating/ac units have been installed on the roof and the refurbishing of the former Baron HR space is also mostly complete. Bob Anderson provided an update on the evaluation of the Title III-funded home-delivered meal program. The evaluator, Wilder Research, is making good progress, although slightly behind schedule.

Jan McCulloch asked if the evaluation team would be available to meet with the Board and answer questions on the completed report. Bob will make arrangements for this. Dawn reported that she has been invited to a White House Briefing for Community Leaders on October 21st through her role as President of the National Association of Area Agencies on Aging.

Financial Report

Terry Nielsen reported on the Agency financials as of September 30, 2011. The Agency had a cash surplus in September and October of approximately \$1.4 million as a result of drawing down as much funding as possible ahead of the State shutdown, although approximately \$1.1 million of this amount has been distributed as of early October. Both Admin and SLL programs are favorable so far for the year and look to remain slightly positive through the end of the year. A motion was made by Virginia Lanegran to accept the financial report and was seconded by Autumn Lehrke. Motion carried.

Nominating and Governance Committee Report

Jan McCulloch and Dawn Simonson reported that the Nominating and Governance committee has had extensive discussion on the By-laws and the identified areas for revision. They are recommending that Dawn meet with a law firm with expertise in correcting and updating by-law of non-profit organizations. The committee recommends waiting for the by-laws to be revised before moving forward to fill the open board member seats.

The Board agreed by consensus to delay recruitment and election for open positions.

Discussion Items

Older Americans Act Title III-B Services

Bob Anderson provided a review of allowable Title III-B services defined through the Older Americans Act as well as a review of the services currently funded by the Agency. Discussion confirmed that the Agency's plan to conduct needs assessment should be done to determine areas that may be emerging given restrictions of funds elsewhere. It was also suggested that there might be some coordination with counties.

Long-Term Care Consultation Expansion

Dawn Simonson provided a detailed update on the launch of the Long-Term Care Consultation Expansion service, along with a dashboard view of service.

Presentation

Steve Wolfe, Senior Law Project Director, Southern MN Regional Legal Services, and JaPaul Harris, Supervising Attorney, Senior Law Project, Legal Aid Society of Minneapolis gave a presentation on Title III-B funded Senior Legal Services in the metro region.

Additional Discussion

Board members were asked to complete and return the annual Conflict of Interest reporting form. Dawn Simonson gave a brief update on the status of the Older Americans Act renewal, noting that there had been one or two Senate hearings and no other action.

Hearing no other business, a motion was made by Virginia Lanegran, seconded by Jan Olson and carried to adjourn the meeting. The meeting adjourned at 11:29 a.m.

Minutes respectfully submitted by Beth Wright