

**Metropolitan Area Agency on Aging
Board of Directors Meeting
September 17, 2009**

Board Present: Jan McCulloch, Jean Greener, Jamie Warndahl, Gayle Degler, Bob Geyen, Virginia Lanegran, Dick Lang, Allen Miller, Bob Roepke, Mark Skeie, Laura Waterman Wittstock, Kerri Pearce Ruch for Commissioner Gail Dorfman.

Board Absent: Gail Dorfman, Kathleen Gaylord, Dennis Hegberg, Jerry Hennen, Jess Luce (on leave of absence), Jan Olson, Jan Parker, Sally Staggert, Wayne Takeshita.

Staff Present: Dawn Simonson, Bob Anderson, Terry Nielsen, Kate Houston, Gail Hernandez

Guests: Mary Olsen Baker, Bonnie Watkins

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

Jan McCulloch welcomed the attendees.

Chair's Report

Chair Jan McCulloch deferred to Jean Greener to report on MAAA's Public Hearing on September , 2009. Jean reported that Metro Meals on Wheels Executive Director Pat Rowan, Store to Door's Executive Director Mary Jo Schifsky and Ethan Roberts, Director of Government Affairs, Jewish Community Relations Council of MN and the Dakotas testified at the hearing. Mary Jo thanked MAAA for its funding support and referenced the MN Board on Aging's support of grocery shopping services. Pat Rowan and Ethan Roberts commented on the transfer of funds out of Nutrition services and whether MAAA knew if all nutrition needs in the Metro were being met. Jean noted that the MAAA staff was well prepared.

Jan McCulloch reported that she and Dawn would be attending the MN Board on Aging (MBA) Retreat dinner where Dawn will give a presentation on MAAA and Jan will deliver welcome comments on behalf of the MAAA Board.

Executive Director's Brief

- Dawn Simonson reported that the MN Leadership Council on Aging is planning its policy forum scheduled for December 8 at the UMN St. Paul Continuing Education and Conference Center. This year's full day event will include a forum for gubernatorial candidates. The purpose is to raise issues of aging and long term care in the upcoming election.
- Gaoly Yang has been working with Special Access and other minority providers. These providers are asking for more information relative to legislative changes. In response, Gaoly and the MN Dept of Human Services are scheduling meetings with staff members of elder-serving minority, immigrant and refugee organizations to provide information including changes in eligibility and reimbursement for Elderly Waiver and changes to the Personal Care Assistant program.
- MAAA hosted a site visit with Iowa Legal Aid and the national Pension Rights Project to discuss the work of the Upper Midwest Pension Right Project (UMPRP) located at MAAA since August

1. The site visit included contract review, case review and discussion of improving the website presence and outreach strategies. Iowa Legal Aid contracts with MAAA for services in MN, Wisc., North and South Dakota.

- MAAA is sending monthly information emails to 60+ human resource personnel from area employers regarding information about caregivers in the workplace. A survey is planned in September to determine if MAAA is meeting the information needs of employers.
- MAAA's Information and Assistance program's call data continues to not be available as there is a problem with the reporting tool for the MBA's Web Referral database. This is an ongoing issue and will present a barrier to completing the 2010 Area Plan due to the MBA on October 9.
- The Data Management Program (DMP), under the direction of Michael Charney, has proven to be a good fit for MAAA. Michael's team manages the data on the MinnesotaHelp.Info® website. The data is becoming more current, accurate and complete, and the DMP has developed new methods to ensure data accuracy such as direct calling and gathering information from websites. The DMP is also working on improving the accuracy of searches by limiting taxonomy codes within the website.

Consent Agenda

A motion was made to approve the consent agenda consisting of the August 20 Board Minutes, August 20 Nominating Committee Minutes, September 3 Executive Committee Minutes and the August 27 Audit/Finance Committee Minutes. The motion was seconded and carried.

Finance Director's Report

Jamie Warndahl and Terry Nielsen reviewed the 2010 Budget. They noted that one of MAAA's tenants has filed Chapter 11 Bankruptcy and there is risk that MAAA could lose a significant portion of flexible income in 2010. In addition the Heating/Air Conditioning unit may need to be replaced in 2010 and MAAA does not have sufficient capital reserves for replacement. In addition, MAAA's overall reserve is slightly lower than goal. Given these circumstances the Finance Committee recommends that MAAA give no pay raises in 2010, but if circumstances permit, MAAA may instead give a lump sum payment of 2% at the end of the year to staff. MAAA has budgeted for a 10% increase in insurance costs for 2010, and any amount over that would need to be paid for by the insured employee. Mileage reimbursement for 2010 will be reduced to \$.40 per mile based on an estimate of actual costs. A motion was made to accept the Finance Director's Report. The motion was seconded and carried.

Resolutions

Approval of 2010 Area Plan: Kate Houston reviewed the 2010 Workplan Summary which was presented in draft form at two community meetings in August and at MAAA's Public Hearing on September 3. A motion was made to approve the 2010 Area Plan, seconded and carried.

Approval of the 2010 Direct Service Waiver Request: Bob Anderson reminded the Board that each year MAAA must request this waiver from the MBA. A motion was made to approve the 2010 Direct Service Waiver Request to provide Information and Assistance Services. Motion was seconded and carried.

Approval of the 2010 Budget. A motion was made to approve the 2010 Budget, seconded and carried.

Discussion

Getting There – Twin Cities Public Television Series: Bob Geyen, who participated in this series about the life experiences of older adults and of the issues important to them, showed short film clips and entertained discussion and questions from the Board.

Presentation

Mary Olsen Baker, MN Dept. of Human Services and Bonnie Watkins, Women's Consortium presented on the Elder Economic Security Index.

Hearing no other business, a motion was made, seconded and carried to adjourn the meeting. The meeting adjourned at 11:40 a.m.

Minutes respectfully submitted by Gail Hernandez