

Middle Alabama Area Agency on Aging
Board of Directors Meeting Minutes
Wednesday, April 25, 2007

Call to Order

- The meeting was called to order at 10:20 a.m. by Board Chairman, Richard Lovelady.
- It was determined that no proxies were submitted.

Approval of Agenda

- Motion for approval by Commissioner Jimmy Roberts, second by Rev. Glenn Bynum.

Approval/Disposition of Minutes

- Motion for approval by Gay West, second by Chris Green

Executive Director's Report

- a. Senior Issues: Carolyn Fortner provided an overview of the progress of each county's focus group. The Blount County group will be meeting periodically to monitor progress on the programs it has put in place. The Chilton County group has decided to look for service organizations to deliver meals to homebound clients. The Shelby County group is hoping to hire a volunteer coordinator to connect seniors with faith based programs that provide services to seniors. Funding for this position has been requested as a joint initiative between Positive Maturity and M4A. The St. Clair County group is working toward improving its public transportation system. The committee is surveying all community members to identify the need. Once established, the committee will begin cultivating relationships with local municipalities and encourage them to allocate funding for transportation to St. Clair County citizens. The Walker County group has identified a need for a case manager to serve as a link between seniors and faith based community programs. This will be a pilot project funding through a grant to UWCA.
- b. Board Vacancies: Carolyn Fortner informed the board of 4 vacancies on the board: Chilton County Alternate, St. Clair County Alternate and Walker County Commissioner and Alternate.

- c. Board Materials: Carolyn Fortner told the board that she is working on the conflict of interest disclosure form and confidentiality form. Carolyn explained that the Older American's Act was 300 pages long and that she would search for a condensed version for each board member to have. It was determined by a show of hands that the board had not received the M4A Area Plan. Carolyn said she would print copies for each board member and mail it to them to review. Regarding the ADSS Organizational Chart, Carolyn stated that ADSS seemed hesitant to provide names for each title listed in the chart given to board members at the board training in February. Carolyn explained that this may be because ADSS is in the process of reorganization. Carolyn provided the board with a copy of the "green sheet"; a document that ADSS fiscal officers use to advocate for funding. Carolyn announced that she would attend the AAA director's retreat in June and that hopefully there she will learn if we will be getting more funds. Chris Green asked if there was anything the board could do on a local level to advocate additional funding from their local representatives. Board members were encouraged to use the green sheet; they were also made aware that M4A could give them the numbers on seniors/caregivers on waiting lists for services by county.
- d. Summary of Board Training: Kelly Flick provided a brief overview of the board retreat held on February 28, 2007. While not many board members attended, those that did learned a lot and enjoyed the conference. All wanted this to become a yearly event. Written summary provided.
- e. Results of Senior Center Participation Survey: Kelly Flick provided a general overview of the survey conducted with seniors in our centers. Over all, most thought favorably of the food, the agency and the center managers. Many requested changes to their centers, which is out of M4A's control, Karen Blackmon stated. Written summary provided.
- f. Program Report: Kelly Flick provided the board with a 3 page document outlining the accomplishments of each program M4A administers. She explained that the data included was for the 2nd quarter only (Jan, Feb and March). Agency highlights included: a day of lobbying in Montgomery in May, Center celebrations in honor of Older Americans

Month (May) and the M4A Open House and Ribbon Cutting ceremony in June. Program highlights included: Luau for excellence in each county in May, SenioRX cost savings, meals served, Santa for Senior program, the number of clients added to the Alabama Cares program, the Farmer's Market and the new Social Work educational program through the I/R department. Carolyn elaborated that next year our day of lobbying in Montgomery will be more extensive to include a luncheon for our representatives.

- g. M4A Advisory Council: Carolyn informed the board that in the Area Plan Assurances, M4A is required to have an advisory council that can assist the board. One project an advisory council may consider is reviewing the conflict of interest policy. At this time ADSS is satisfied that we have countywide focus groups, but we should move toward creating an advisory council. Kelly explained that the Long Term Care Ombudsman, Medicaid Waiver/Cares and SenioRx Wellness programs each have one. She described the focus of each group.

Fiscal Officer's Report

- Dianne Nance informed the board that Michael Bridges from ADSS came out and assisted her in completing the books for 2006 and that an audit was scheduled for May 7th, 2007.
- Dianne told the board that all contractor payments are up to date.
- Dianne announced the hiring of Jennifer Lockhart, bookkeeper, whose responsibilities include day-to-day accounting operations (payroll, bill paying, ect.).
- Dianne provided the board with copies of the latest fiscal reports. She explained that there is a deficit because payments have not been received yet from the state.

Old Business

- After taking a short break, the board reconvened to discuss contracting with Blount County versus contracting with each municipality in Blount county. Carolyn explained the history of the issue relating to the board and read the board minutes where this was last addressed in April 2006. Carolyn provided the board with the assurances where M4A is required to ensure ADSS that there is no conflict of interest in the implementation of services under the OAA.

- Carolyn explained that the Audit in 2003, showed contracting with Blount County to be a big concern and that in the 2004 Audit, M4A was shown to be non-compliant; however the 2005 Audit did not address this at all. She further explained that the issue of contracting with Blount County may have been due more to circumstances surrounding the transition of meals from the local level to the statewide contract as opposed to there be something inherently insurmountable to contracting with Blount County for services.
- Much discussion pursued regarding this issue. Judge Standridge voiced concern about conflicts with the municipalities where as they may think the county is shirking on their duties as many see the senior program as an entitlement program. He voiced that he wanted what was best for the centers, however he did not want to put the centers in jeopardy. It was decided that Blount Board members would work with M4A to determine the feasibility of doing this. If municipalities wanted to contract directly with M4A, they could, however if they did not want to do this, M4A could continue to contract with Blount County. Getting the municipalities to contract with M4A would bring uniformity to the region as Blount County is the only county who does this in the region.
- Motion: M4A will contract with towns and cities in Blount County for nutrition for FY 2008; however, if a cities or towns are unprepared to undertake this responsibility, then M4A may continue to contract with the county. ^{MOTION WAS MADE} This was approved by Gay West, second by Commissioner Jimmy Roberts. Judge Standridge and Chris Green abstained from the vote.
MOTION WAS APPROVED.

New Business

- Carolyn explained the Ombudsman Annual Operating Element and the SHIP contract with Davis and Neal. The AOE is a contract with Medicaid for funds for the ombudsman program. Contracting with Davis and Neal will allow seniors to have quicker, more accurate answers to health insurance questions; specifically Medicare Part D. Kelly Flick and Karen Blackmon, relayed to the board the benefits of contracting with Davis and Neal. Carolyn asked the board for approval of both of these ventures. Motion for approval was made by Rev. Glenn Bynum, second by Gay West.
- Carolyn informed the board that it would need to elect a new Vice Chairperson as per the by-laws. She asked the nominating committee, comprised of Commissioner Acker, Rev. Bynum and Commissioner

Roberts, to make a recommendation by the next meeting. Carolyn explained that the current Vice was Commissioner Strength.

Next Meeting

- Wednesday, September 26, 2007 at the Shelby County Service Building at 10:00 a.m.
- Board will need to approve 2008 contracts
- Carolyn Fortner will provide an update on the M4A Area Plan for FY 2008 including budgetary needs and staff requirements.
- Carolyn Fortner will present the M4A Organizational Chart and request board approval.
- Board will address conflict of interest policy, annual proxies and confidentiality policy statement (copies provided to board to review prior to next meeting).

Adjournment

- Motion for adjournment by Chris Green, second by Judge Standridge