

Board of Directors Minutes

Meeting Date: Wednesday, September 22, 2010

Location: M4A, Prepared by: Kelly Lippert-Flick

In Attendance: Rev. Glen Bynum, Mr. Earl Cunningham, Ms. Lee Ann Clark, Commissioner Dan Acker, Ms. Gaye West, Mr. Reggie Holloway, Mr. Gene Ford, Mr. Chris Green, Carolyn Fortner, Dianne Nance, Kelly Lippert-Flick and April Ray.

- A. The meeting was called to order at 10:14 a.m. by Rev. Bynum, who was the acting Chairman, in place of Mr. Richard Lovelady, M4A Chairman of the Board. Rev. Bynum explained that Mr. Lovelady was recuperating from surgery and was unable to attend. Mr. Chris Green provided the invocation.
- B. The agenda was approved first by Mr. Cunningham and seconded by Mr. Ford. All were in favor, no one opposed.
- C. Since minutes were not mailed to the Board prior to the meeting, Rev. Bynum gave the members ample time to read them before approving them. The minutes were approved first by Mr. Cunningham and seconded by Mr. Holloway. All were in favor, no one opposed. For historical purposes, Mr. Cunningham requested that in "C" of the minutes, the word sustained be replaced with abstained to read *"Mr. Cunningham abstained from voting because he was not present at the last Board meeting."* Mr. Green expressed appreciation to Mr. Holloway for filling for him at the prior Board meeting by bringing the recommendations of the nominating committee to the Board.
- D. Executive Director's Report
 1. Carolyn Fortner informed the Board that Vanessa McKinney was recently appointed to the M4A Board by the Chilton County Commission. Ms. McKinney is the director of Chilton Medical Center's Senior Connections Program. She has partnered with M4A on several occasions and has been instrumental in assisting the agency with media outreach in Chilton County. Unfortunately, Ms. McKinney had another commitment and was unable to attend the Board meeting.
 2. ADSS News
 - i. Meal prices are increasing by 1.3%. Despite the increase in price, M4A feels confident that it will be able to sustain the current number of clients it serves in the nutrition program and increase the meal program to FY 2009 serving levels, which is the state goal for all AAAs.
 - ii. Although Alabama Medicaid did not receive all of the federal funding it needed/requested, ADSS reports that it is confident that the Medicaid Waiver program is sustainable for FY 2011. The Medicaid Waiver Staff is

working well as a team and trying to fill vacant spots from the waiting list. M4A's average cost per client is approximately \$700 per month per client which is a significant cost savings for taxpayers considering monthly Medicaid reimbursement for nursing home placement is approximately \$4,500.

- iii. The SenioRx program is being changed by ADSS to become more competitive in terms of funding. Funds will be designated based on achievement of goals. Based on SenioRx's achievements for this past year, M4A is confident that funding will be equal to or slightly greater than we received in the previous year, although not yet back up to FY 2009 level (prior to proration).
 - iv. Because of the increased complexity of Medicare and Medicaid, M4A has seen an influx of clients needing assistance in the SHIP/SMP program. This should bring in an increase in federal funding for the SHIP/SMP program down the road. The SHIP program has two AmeriCorps Volunteers beginning October 1st. One is full time (Lynda Plylar), who will be based in Blount County, and the other is part time (Dot Snodgrass), who will reside at M4A. The AmeriCorps Volunteers will help Rachael Creech, SHIP/SMP Coordinator, facilitate the program.
 - v. According to ADSS, the AoA is not giving ADSS the complete sum of money for the ADRC grant. ADSS has asked M4A to take a cut of 20%, which Carolyn stated M4A could not sustain. The Board informally agreed as well that it would not take the cut as the funds are vital and needed in the region.
3. Carolyn provided the Board with a *draft* copy of the Annual Operating Element (AOE). A final draft is due to ADSS by October 7, 2010. Carolyn asked Board members to review the draft and tentatively approve. She will mail the final draft on or before the end of the first week in October, giving the Board members approximately 2-weeks to submit comments prior to the October 27, 2010 Board meeting.
 4. FY 2011 Mandates from ADSS and AOA
 - i. ADSS has distributed new service definitions to the AAAs. This will decrease, on paper, the number of clients served because we will be more accurately counting services and also focus on registered clients (as opposed to aggregate numbers). In the past we have been able to count clients by groups (aggregate) and now we will need to count them individually (person by person).

- ii. The client enrollment forms have changed slightly but will now accurately reflect the reason the client is receiving services.
 - iii. A new fiscal monitoring tool has been implemented by ADSS and will now tie program units of service together with fiscal budget spending.
- E. Kelly Lippert-Flick provided the Board with a brief update on program events in the office. As the program coordinators work to wrap up year-end activities, programs are running smoothly. Several grants have been written and submitted for consideration for computer software and the senior center manager/Board retreat in the fall/winter. Kelly also share with the Board the success of the SenioRx Media Campaign and asked them to listen out for the ADRC radio PSAs. Carolyn briefed the Board on the ADRC Blooming Benefit Day events. Both Kelly and Carolyn acknowledged the strong community partnerships the agency has and the need to continue them to carry out projects such as this.
- F. Dianne Nance provided the Board with a copy of the FY 2011 Budget. The budget was approved first by Mr. Cunningham and seconded by Mr. Ford. All were in favor, no one opposed.
- G. Scott Grier and Billy Cox presented the FY 09 Auditors Report. Scott addressed the one material weakness and assured the Board that it has been rectified. He complimented Dianne and Carolyn's efforts on the successful audit. Scott explained the three different reports and then said the funding reflected \$800,000 in general cash that we can use at the agency's discretion plus \$1.2 million in reserve as deferred income. The auditor's report was approved first by Mr. Cunningham and seconded by Mr. Holloway. All were in favor, no one opposed. Carolyn and Dianne will work on strategies to spend general cash for FY 2011 and present to the Board either at the October meeting or the following Board. They will work closely with Billy and Scott to ensure that any spending plans meet federal assurances and grant guidelines. Dianne emphasized, however, that any carry forward was tied to a specific funding source (for example, IIIB, IIIC-1, and IIIC-2). Quite a bit carry forward, in addition, was generated in FY 2009 by ARRA funding. Much of these funds (C-1/C-2) will have been spent down in FY 2010 and will be spent down in FY 2011.
- H. Mr. Bynum stated that the only old business was a presentation by Chris Winchester regarding the M4A Salary Matrix, who was unable to attend the meeting. Mr. Winchester's presentation will be rescheduled for another Board meeting.
- I. New Business
 1. AOE Draft: Approved first by Mr. Green, Seconded by Mr. Ford. All were in favor, no one opposed.

2. Host Agency Agreements: Approved first by Mr. Holloway, Seconded by Mr. Cunningham. All were in favor, no one opposed.
 3. Contracts and Agreements: Approved first by Mr. Cunningham, Seconded by Mr. Ford. All were in favor, no one opposed.
 4. Preliminary Budget: Approved first by Mr. Cunningham, Seconded by Mr. Ford. All were in favor, no one opposed.
 5. Staffing Requirements: Approved first by Mr. Holloway, Seconded by Mr. Green. All were in favor, no one opposed.
- J. The motion to adjourn the meeting was made by Mr. Cunningham and seconded by Lee Ann Clark. All were in favor, no one opposed. The meeting adjourned at 12:23 a.m.

The next Board meeting is scheduled for October 27, 2010 at 10:00 at M4A


Mr. Richard Lovelady