

Middle Alabama Area Agency on Aging (M4A)
Board Meeting Minutes
Wednesday, July 25, 2012

In attendance: Chairman Richard Lovelady, Mr. Dan Acker, Rev. Glenn Bynum, Mr. Gene Ford, Mr. Reginald Holloway, Ms. Lee Ann Clark, Ms. Martha Thornburgh, Ms. Gay West, Ms. Vanessa McKinney, Ms. Carolyn Fortner, Ms. Dianne Nance and Ms. Debbie Battles.

- A. The meeting was called to order by Mr. Lovelady at 10:20am. Rev. Bynum provided the prayer. A quorum was determined and there were no proxies.
- B. A motion to approve the agenda was made by Mr. Ford and seconded by Mr. Holloway. All were in favor, no one opposed.
- C. A motion to approve the minutes from the May 23, 2012 Board meeting was made by Ms. Thornburg and seconded by Ms. West. All were in favor, no one opposed.
- D. Executive Director's Report by Carolyn Fortner
 - 1. The audit review was given by Scott Grier and Jessica Hudson of Aldridge Borden. They told the Board that it is always a pleasure to work with the staff of M4A and stated how well the staff promptly presents any records or files they may need for the audit. There were no findings in the audit for FY2011.
 - 2. Proposed Statewide Amendment regarding the Alabama Trust Fund.
 - i. Handouts from various sources were given to the Board for review.
 - a. The Board members would like to study the information and decide if any information should be given to the senior centers.
 - ii. No official guidance has been given to AAAs from ADSS. ADSS wants the AAAs to encourage seniors to vote for this amendment. The governor and many legislators are also endorsing the amendment.
 - 3. Nutrition/Meals
 - i. M4A current service: M4A is almost right on-budget; we may have about \$5000 in excess by the end of this fiscal year.
 - ii. ADSS advanced funds of about \$37,000 for 1st quarter of FY2013. During a recent nutrition conference call ADSS's Nutrition Services Administrator stated that they would be monitoring the senior center congregate participation and would like at least 20 congregate participants and 5 homebound participants at each senior center that has a nutrition center. If the average for a center drops below that amount ADSS will send a notice and require a corrective plan of

- action. We are not sure if the plan should come from M4A or the senior center manager.
- iii. ADSS plans to sustain level meal service by cutting some costs within their agency. They are not filling vacant job positions except for adding two additional staff members in the Medicaid Waiver program which was an absolute necessity. They will move their offices to a building that will save ADSS thousands of dollars per month on rent and they are negotiating with Valley Services for level meal prices for the coming fiscal year.
 - iv. Valley Services, Inc. notified M4A that they are merging with a holding company, TrustHouse Services Group. The letter stated that the merger should be seamless for the clients. A copy of the letter was distributed to each of the Board members.
 - v. A copy of the FY2013 Nutrition Calendar/Servings Days was distributed to the Board members.
 - vi. The FY2013 meal price information has not been published yet.
4. Letters of support are needed for several items.
- i. *Remembering When*: partnership for fall and fire prevention with M4A, Chelsea Fire Department and Shelby County
 - ii. ADSS ADRC grant to enhance options counseling and expand statewide ADRC.
 - a. M4A ADRC sub-grant ends 09/30/2012 so additional ways to fund the ADRC program are important.
 - iii. *Elder Abuse Prevention Intervention*: Three year ADSS grant that will target "at-risk" caregivers for intervention and education.
 - iv. *ADSS Chronic Disease Self Management Program* grant: Grant will provide funding to sustain the CDSMP for the AAAs.
5. Medicaid Waiver transition is going well. ADSS has set maximum reimbursement rates at less than the previous reimbursement to service providers. New rates are based on the former ADPH rates. One issue is with the adult day care rates and the amount allowed is much less than the past rate of reimbursement.
6. Salary Structure (under old business) The Executive staff is concerned about the impact of increasing salaries based upon salary structure recommendations. In lieu of permanent increases of salaries which M4A may not be able to sustain, the executive staff is recommending that the Board consider a "Christmas Bonus" of \$150-\$250 per staff member. Dianne will work on the exact amount of the recommendation while the Board considers this option.

7. An updated list of Board members was distributed to the Board Chairman and the all Board members so that the Board Chairman could appoint a nominating committee for FY 2013 and 2014.
- E. Debbie Battles presented the program status report. An update was given on the accomplishments of each program from October 1, 2011 through July, 2012. An update was given to the Board on special projects: "Be A Senior Fan", Christmas in July, and assisting Church of the Highland's "Serve Day" mission.
 - F. Dianne Nance did not present a fiscal report because the auditors had presented their report.
 - G. Old Business: None
 - H. New Business:
 1. Employee salary structure and bonus option was discussed but was tabled until the next meeting when Dianne will have the recommended amount M4a could offer the staff members in the way of a bonus.
 2. Board approval is needed for Letters of Support
 - i. *Remembering When* partnership for fall and fire prevention with M4A, Chelsea Fire Dept. and Shelby County. Rev. Bynum made the motion to approve the letter of support and it was seconded by Ms. Clark. All were in favor and no one opposed.
 - ii. ADSS ADRC grant to enhance options counseling and expand statewide ADRC. Rev. Bynum made the motion to approve the letter of support and it was seconded by Ms. Clark. All were in favor and no one opposed.
 - iii. *Elder Abuse Prevention Intervention*: Three year ADSS grant that will target "at-risk" caregivers for intervention and education. Rev. Bynum made the motion to approve the letter of support and it was seconded by Ms. Clark. All were in favor and no one opposed.
 - iv. *ADSS Chronic Disease Self Management Program* grant: Grant will provide funding to sustain the CDSMP for the AAAs. Rev. Bynum made the motion to approve the letter of support and it was seconded by Ms. Clark. All were in favor and no one opposed.
 3. Chairman Lovelady appointed Mr. Acker as the Nominating Committee Chairman with Ms. West and Mr. Ford on the committee with Mr. Acker. All accepted.

There was no additional new business at this meeting. Rev. Bynum made the motion to adjourn the meeting and it was seconded by Mr. Acker. All were in favor and no one opposed.

The next Board meeting will be on Wednesday, September 26, 2012 at M4A.

Approved:


Richard Lovelady, M4A Board Chairman


Date