

M4A Board Minutes  
March 24, 2010

In attendance: Reverend Bynum, Mr. Earl Cunningham, Mr. Reggie Holloway, Commissioner David Cochran, Judge David Standridge (proxy for Chris Green on record), Mrs. Martha Thornburgh (conference called in), Commissioner Dan Acker, Carolyn Fortner, Dianne Nance and Kelly Flick.

- A. The meeting was called to order at 10:16 a.m. by Reverend Bynum. Chairman Lovelady was absent due to a prior commitment out of state. With Mrs. Thornburgh teleconferencing in, this made the quorum. As per Aldridge Borden, this is acceptable. Mr. Holloway provided the blessing.
- B. A motion to approve the agenda with the exception of item (b.) of the Executive Director's Report was made by Mr. Cunningham and seconded by Mr. Holloway. All were in favor, no one opposed.
- C. A motion to approve the minutes from the November 18<sup>th</sup> Board meeting was made by Mr. Holloway and seconded by Judge Standridge. All were in favor, no one opposed.
- D. Executive Director's Report by Carolyn Fortner
  - a. Agency Updates: Paul Champion departed the agency in January and his position was filled by Debbie Battles, the former bookkeeper. Melissa Fowler, a former employee of the agency, came back on Board in March as the Nutrition Assistant. Leila Heptinstall departed the agency in November and Harry Hughes has been hired to replace her as the new Alabama Cares Coordinator. Following through on the decision to bring the SHIP program back in house, Rachael Creel began working in March as the new agency SHIP Coordinator, relieving Davis and Neal of their SHIP responsibilities. There is currently a vacancy for the bookkeeper. Board members were presented with an updated organizational chart (pink paper).
  - b. Due to a program audit the days preceding, this information (new Host Agency Agreements for SCSEP) was not available and the item was struck from the agenda.
  - c. M4A received information on the Farmer's Market program yesterday and anticipated receiving the vouchers by the middle of April. M4A should receive the same amount as last year. Carolyn refreshed the Board's memory regarding M4A's Policy of distribution: first to senior centers, Alabama Cares, and Medicaid Waiver clients, then to other high risk clients in the community. Kelly briefly discussed with the Board the idea of advocating for more vouchers for next year through the federal program which distributes the vouchers, possibly the USDA. Kelly agreed to research this and report at the next meeting. Mr. Cunningham voiced his support of being proactive.
  - d. A final draft of the policy regarding politicians visiting a senior center was distributed (peach paper). This policy has previously been approved by the Board.
  - e. Funding Concerns: Carolyn informed the Board that there were no Federal funding cuts to the Alabama Cares Program and the SCSEP program; these programs had received or were expected to receive funding increases. Several programs which receive state

funding from the Alabama Department of Senior Services were facing decreases such as state/ADSS funding for nutrition, I/R and SenioRx. Potentially the agency could face a cut to the Medicaid Waiver Program. Carolyn explained that the challenge to filling slots within the Waiver Program was due to the increase in the income requirement and the Medicaid requirement that clients be served on a first come/first serve and not a need basis. MW funding is important to all AAAs because it makes up a large % of the Agency budget. A decrease in MW funding would increase the allocation of the other programs.

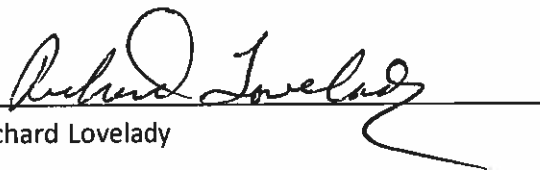
1. State Nutrition Funding:
    - a. FY 2008: \$100,174.00
    - b. FY 2009: \$63,345.00
    - c. FY 2010: \$0
  2. State I&R Funding
    - a. FY 2009: \$15,385.00
    - b. FY 2010: \$0
  3. State-funded SenioRx Program (subject to 12% proration)
    - a. FY 2009: \$180,294.00 which includes \$15,000.00 for billboards or \$165,294.00 plus \$15,000.00 for billboards
    - b. FY 2010: \$146,807.00 (\$18,487.00 decrease)
- f. The Board enrichment day will coincide with the Ombudsman's *Purpose through Compassion* conference on 7/22/10. Carolyn stated that she would send more information when a final agenda was prepared.
- g. Carolyn explained that there are two Digital Inclusion programs in the region: one in Shelby and one in Walker; both are very successful at teaching seniors about using the Internet. She further explained that she is working with the SCSEP coordinator to identify a location in Blount County at the Library. A copy of a letter supporting the Oneonta Public Library's request for assistance to purchase libraries was presented to the Board. Ms. Thornburgh suggested the Board of Education as a site in Chilton for a DII as this site has been previously used to train older individuals to use the Internet. Judge Standridge also said that the Blount County Board of Education had computers that may be utilized to teach computers/Internet as part of the DII. Both Board members provided contact information for the SCSEP Project Director to follow up with. A discussion ensued about expanding the CAWACO grant request to include other counties. Kelly, who has written the CAWACO grant, will explore this.
- h. Carolyn reported that Aldridge Borden spent the past two weeks conducting the yearly audit; so far, everything seems favorable. A program audit was conducted on the SCSEP program for the past two day; so far everything appears favorable as well. Finally, she explained RPC's request to review SCSEP participant files as part of RPC's annual audit. Because M4A had never responded to such a request (i.e., for an outside auditor to review M4A client files), Carolyn contacted Aldridge Borden for technical assistance. Aldridge Borden (Billy Cox and Scott Grier) said that documentation was needed to limit

- the scope and purpose of the auditor's access and that RPC's auditor could not simply access client files without a request and authorization. Aldridge Borden said, however, the appropriate protocol would have been for RPC to engage M4A's auditors for the part of its audit that involved M4A. However, considering the time constraint that RPC said it was under, Aldridge Borden drafted an appropriate document to authorize access to M4A client files. The Board was presented with this document (purple paper).
- i. Carolyn explained to the Board the Senior Promise Advocacy Campaign that M4A and other state AAAs were conducting. She stated that it was very positive in that the seniors really enjoyed meeting their elected officials, being recognized in the galleries, and expressing appreciation for their representatives. Judge Standridge stated that he was present when seniors from Blount visited Representative Thomas; the visit was positive. Judge Standridge also suggested that some of the Blount Senior Centers "adopt a legislator" in a mock adoption. This idea was well received by the Board and will be presented as a possible outreach initiative to the center managers.
  - j. Carolyn provided the Board with a copy of a press release (purple paper) reflecting A4A's support of allowing citizens to vote for Senate Bill 380. M4A is a member of A4A.
  - k. A draft copy of the Area Plan (white paper) was distributed to the Board as well as a copy of a recent senior needs survey (green paper). Carolyn requested the Board review it and provide suggestions to her no later than April 23, 2010. She also provided the Board with a schedule of County Advisory Group meeting dates to review the Area Plan. Finally, she announced she would be conducting a Public Hearing (May 17 at 1:00 pm in Pelham at the County Services Building) as well. All of these meetings are requirements of AoA.
  - l. Carolyn provided the Board with a copy of the new Board training manual, which has been updated to include program changes.
  - m. Carolyn provided the Board with a copy of a new agency brochure. She offered additional copies to anyone who wished to distribute them in their county.
- E. A program update (yellow paper) was provided by Kelly Flick. In brief she explained that the document included the number of clients served and the amount of individuals on the waiting list. She also mentioned that M4A recently submitted a grant with Rev. Bynum to the Community Foundation of Greater Birmingham to extend the Fix and Repair Program in Blount County. Rev. Bynum provided the Board with a detailed report of all that has been accomplished with this program over the past two years. Accomplishments include winterizing homes, replacing doors, locks, building 16 ramps, replacing a roof, and removing mold from a home. The last project was a significant undertaking that involved volunteer hours by an environmental agency, putting up new sheetrock, painting, remodeling a bathroom, and plumbing. Rev. Bynum reported that the owner of the mold-infested home had been hospitalized numerous times for respiratory problems due to the mold. Finally, church volunteers also built a ramp for a disabled Iraq War veteran. Kelly added that the Community Foundation sets aside a certain amount of funds each grant cycle for projects that assist seniors and that she was informed that not many people apply for these funds, thus making it a viable opportunity for other counties who wish to

duplicate this program. The St. Clair County ADRC has expressed interest in starting a faith-based and community coordinated project similar to the project coordinated by Rev. Bynum. Kelly stated that St. Clair was holding its first Older Americans Month picnic this year, along with Shelby County's long standing program.

- F. Dianne Nance provided the Board with a copy of the most recent budget (white paper). She echoed Carolyn's sentiments that the present audit by Aldridge Borden was going smoothly.
- G. It was determined that there was no old business to discuss.
- H. New Business
  - a. Carolyn provided the Board with a document reflecting the "full cost" of a senior center meal, which includes the actual meal cost plus overhead (green sheet). Individuals who are not eligible to receive a free meal may purchase extra meals for a cost of \$4.10 per meal. A motion to accept this rate was made by Mr. Holloway and seconded by Mrs. Thornburgh. All were in favor, no one opposed.
- I. A motion to adjourn at 11:55 a.m. was made by Commissioner Cochran and seconded by Mr. Cunningham. All were in favor, no one opposed.

The next Board meeting will be May 26, 2010 (Wednesday) at 10:00 am, M4A Office.



Richard Lovelady