



Middle Alabama Area Agency on Aging (M4A)
Board Meeting Minutes
Wednesday, May 25, 2011

In attendance: Chairman Richard Lovelady, Commissioner Dan Acker, Mr. Earl Cunningham, Mr. Bill Fowler, Ms. Martha Thornburgh, Ms. Gaye West, Ms. Lee Ann Clark, Ms. Carolyn Fortner, Ms. Dianne Nance and Ms. Debbie Battles.

- A. The meeting was called to order by Mr. Lovelady at 10:45am. Commissioner Acker provided the prayer. A quorum was determined; no proxies were present.
- B. A move to approve the agenda was made by Ms. West and seconded by Ms. Clark. All were in favor, no one opposed.
- C. A move to approve the minutes from the February 23, 2011 Board meeting was made by Mr. Cunningham and seconded by Ms. Thornburgh. All were in favor, no one opposed.
- D. Chris Winchester (teleconferenced) answered questions regarding updating the M4A salary matrix to use as a guide and how it might affect future decisions and legal aspects of existing salaries, adjustments and new hire salaries.

In response to questions asked of him by M4A Board members, Mr. Winchester answered as follows:

Q (Mr. Lovelady): If the Board approves the new salary matrix, will the Board/M4A be obligated to follow it?

A (Mr. Winchester): No. The salary matrix is a target for the Board and M4A. In other words, the salary matrix gives the M4A Board a guideline as to how competitive M4A salaries are compared to organization's similar to M4A (nonprofit) with similar positions. It would be the Board's sole discretion as to when to move salaries to match the salary matrix.

Q (Mr. Lovelady): Do we put new hires at the new minimum?

A (Mr. Winchester): It is within the discretion of the Board and M4A; you may hire at the new matrix or not. If you did hire at the new matrix, it would create a temporary inequity and it is recommended that M4A explain the inequity to existing staff (of same grade) with the assurance that the goal of the Agency is to erase the inequity. For example, if there was a person who was highly qualified, then M4A could elect to hire at the new minimum.

Q (Ms. Thornburgh): Did Mr. Winchester take into consideration the funds may not be available for a particular position when he developed the matrix?

A (Mr. Winchester): No. The goal is to value the jobs at M4A based upon the market, although there may be factors (like the budget, funding, and the economy) which prohibit M4A from being able to achieve the new matrix. It is important to remember that the matrix does not take into consideration other employee benefits such as health/dental insurance, retirement benefits, leave, flexibility, etc.

Q (Ms. Thornburgh): Is the matrix based on regional data?

A (Chris Winchester): Yes. For the leadership at M4A (ED, Director of Operations and Fiscal Director), the data is regional. For the coordinator and program positions at M4A, the data is local and pegged on local recruiting.

Mr. Winchester recommended that the Board approve the adjusted salary matrix so that the Board and M4A executive staff will know what our targets are for staff salaries, even if the funds are not currently available to adjust salaries.

For the Board's perusal, Carolyn provided previously distributed handouts on the proposed salary matrix, present matrix and minutes from the meeting on May 26, 2010 when this item was first discussed. Mr. Lovelady requested this item be put on the agenda for the next meeting on July 28, 2011 so the Board members may have additional time to review the information. At the next Board meeting (July 28, 2011), the Board would make decisions on the following: whether to adopt the new salary matrix; and whether to change any salaries. Mr. Lovelady asked that Carolyn and Dianne provide a recommendation to the Board on both issues.

E. Executive Director's Report by Carolyn Fortner

- a. A copy of the Board Resolution honoring Kelly Flick's service to M4A was given to the Board members.
- b. An update was given on the One-on-One meeting with ADSS on March 30, 2011. It was positive and validated the hard work by Dianne Nance over the last 5-years to develop continuity and accountability to M4A's fiscal office. Carolyn stated that when she and Dianne first started at M4A, they were committed to excellence and integrity but did not always know what they didn't know. The last five years have been a learning process for her and for Dianne; Carolyn felt that their hard work, honesty, dedication, and the Board's faith in them had been validated at the One-on-One. Carolyn and Dianne understand why some of M4A's percentages and numbers may vary from state averages—plus, she and Dianne have valid explanations for these variations. One example that she gave was Medicaid Waiver. M4A is projected to be over-budget (by 2-3% this fiscal year) in Medicaid Waiver. However, M4A has the fastest growing senior population region in the state, although the Medicaid Waiver slots and funding are still allocated according to 2000 Census data. At the One-on-One, ADSS provided assurances

- that the Medicaid Waiver slots would be reallocated soon. Other meeting issues addressed were the 25% cut in budget for SCSEP and cuts to SenioRx due to proration.
- c. Carolyn reported on the success of the Older Americans Month picnics held in each of the five counties with a combined total of 1000+ seniors attending the events. Debbie reported that M4A encouraged each of the center managers to combine their resources and have one larger event in their county instead of having individual picnics at each senior center. In 2010 there were 15 events in our five counties and this year it was only one in each county. The seniors seemed to enjoy the larger events and it was more cost effective for M4A to attend them.
 - d. Blooming Benefits Days were successful and helped 420 seniors or individuals with disabilities with assistance and bags of food.
 - e. Carolyn requested the next Board meeting be on July 28, 2011 at 9:30am instead of July 27, 2011 at 10:30am at the Pelham Civic Complex so Board enrichment could be combined with the Board meeting. The change was approved and Carolyn invited the Board members to attend the Caregiver workshop sponsored by the Ombudsman program as Board enrichment. It will follow the Board meeting and several industry-known speakers will give presentations at the workshop.
 - f. The M4A Legislative Advocacy Day in Montgomery was attended by 47 seniors and some members of the M4A staff. The seniors visited with the legislators from their districts and asked them to support senior programs.
 - g. ADSS absorbed much of the 12-15% state proration (to SenioRx) making the impact on M4A and the other AAAs less than 3%. Carolyn praised ADSS for this sacrifice and leadership. Federal funding for SCSEP was cut by 25%; the recommendations from SSAI and ADSS in order to absorb this cut are: not to add any participants; not to replace any participants; and to reduce each participant's weekly hours by 4. Medicaid Waiver will end the year over budget but these clients cannot be denied benefits once they have been approved for services.
 - h. Storm damage in the state was extensive and parts of Walker and St. Clair counties received the worst damage in the M4A region. There were handouts with statistics from EMA and other resources about the disaster in Alabama. There are Disaster Recovery Centers in Blount, St. Clair and Walker counties. According to EMA, 15 people were killed in St. Clair County and 9 people perished in Walker County. Carolyn reported M4A has started a fund with donations received to assist the one senior center that was destroyed, Cordova.
 - i. Mr. Cunningham spoke about the resolution for Kelly Flick and what a blessing she was to M4A. Lee Ann Clark praised Carolyn and the M4A staff for Generations Online and how much it has meant to so many seniors.
- F. Debbie gave the program status report, latest information on the Farmers market senior voucher program and a summation of the senior center managers' retreat activities. Mr.

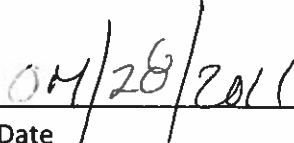
Cunningham said it was wonderful news that the waiting list for senior nutrition was at its lowest of the year.

- G. Dianne Nance gave the fiscal report and reported the audit for fiscal year ending 09-30-10 has been completed and it seemed to go well. There were no issues reported to her by the audit team. The preliminary report will be received by M4A within the next few weeks. Mr. Lovelady wanted some clarification on the deficit in the balance of the funds for the Ombudsman program and Dianne clarified how M4A can use other funding such as Admin B or some funding is not received from the source until the monies have been dispersed for the program. Dianne also stated that ADSS had begun to provide Notice of Grant Awards to the AAAs on a quarterly basis; previously, ADSS provided NGAs on an annual basis. Dianne stated she thought ADSS began to do this because of funding uncertainty and that she hoped the final (fourth quarter) NGA would sufficiently cover any deficits to the M4A budget.
- H. There was no new business to discuss at this meeting.
- I. Mr. Cunningham made the motion to adjourn the meeting at 12:45pm and it was seconded by Ms. Thornburgh. All were in favor and no one opposed.

The next Board meeting will be on July 28, 2011 at 9:30am at the Pelham Civic Center Complex in conjunction with the Board enrichment day. In Mid-July, Sharon Echols will contact all Board members regarding their attendance to the Board meeting and to the Board Enrichment opportunity. Sharon will complete a registration form for all Board members who elect to participate in the Board Enrichment/Caregiver Workshop. The cost of the workshop for Board members will be paid by M4A. Cost to Board guests will be \$25/guest (in advance).

Approved:


Richard Lovelady, M4A Board Chairman


Date