

Middle Alabama Area Agency on Aging (M4A)

Board Meeting Minutes

Wednesday, September 23, 2015

The M4A Board of Directors met on Wednesday, September 23, 2015. Board members in attendance: Reverend Glenn Bynum, Ms. Gaye West, Ms. Doris Jones, Mr. Billy Luster, Mr. Dan Acker, Mr. Reggie Holloway, Mr. Richard Lovelady, and Ms. Lee Ann Clark. M4A Staff members in attendance: Ms. Carolyn Fortner, Ms. Debbie Battles, and Ms. Lisa Adams.

The meeting was called to order by Mr. Lovelady at 10:05 am. A quorum was declared. There were no proxies.

- A. A motion to approve the agenda was made by Mr. Acker and seconded by Mr. Holloway. All others were in favor; no one opposed.
- B. A motion was made to approve the minutes from the July 29, 2015 Board Meeting. The motion was made by Mr. Luster and seconded by Mr. Holloway. All others were in favor and no one opposed.
- C. Executive Director's Report by Carolyn Fortner
 - a. Medicaid Waiver Update and ADSS Assessment Tool Update (handout)

Ms. Fortner discussed the ADSS Monitoring (Assessment Report) which required a written response for Medicaid Waiver deficiencies, Nutrition deficiencies, and Ombudsman deficiencies. Ms. Fortner reviewed ADSS's report and M4A's written response with the Board and also discussed revisions to the Ombudsman Advisory Council By-Laws made at the behest of ADSS. Ms. Fortner also presented the results of Alabama Medicaid's 530 desk audit which showed the program scoring 91% (case management) and 50% (DSP). She presented a draft written response to the Board and emphasized that the letter from Alabama Medicaid stated that M4A had discovered the deficiencies prior to the audit; M4A disclosed these deficiencies in writing to Alabama Medicaid. There were 2 deficiencies cited for the 530 desk audit.
 - b. Ombudsman Advisory Council Bylaws Revision

ADSS strongly suggested that M4A disallow its Ombudsman from serving as the Chairman of his advisory council. Because of the significant changes to the ombudsman program (summarized as the "final rule" by the Administration on Community Living), Ms. Fortner thought it prudent to comply. Changes to the advisory council by-laws were presented to the M4A Board for approval which would require that a non-ombudsman serve as the advisory council chairperson.

c. FY2016 General Fund Budget

Ms. Fortner reviewed the general fund budget with the Board which showed a 1% - 4.6% cut to the senior service budget. She discussed utilizing a consultant to develop strategic planning to address short-term and long-term uncertainties and changes.

d. Draft Annual Operating Plan for FY 2016

Ms. Fortner presented the draft Annual Operating Plan FY 2016 for review and approval.

e. FY 2016 Assurances

Ms. Fortner presented the FY 2016 Assurances for review and approval.

f. M4A Organizational Chart FY16 and FY staffing requirements

Ms. Fortner presented the FY 2016 Organizational Chart and staffing requirements for review and approval. Positions have been eliminated or consolidated at M4A and there were no recommended staffing requirement changes.

g. FY 16 Contracts and Agreements

A detailed list of contracts and agreements by program and county was presented to the Board for review and approval.

h. FY 16 Conflict of Interest Form

The FY Conflict of Interest Form was presented to the Board members to complete. Ms. Fortner discussed the criteria and reviewed the form. She mentioned that additional conflict of interest criteria may be forthcoming as a result of ACL's "final rule" which affects the long-term care ombudsman program. Some of the potential conflicts of interest include board members who have a financial interest in a long-term care facility.

i. Board Self Evaluation Form

Board members were presented with the Self Evaluation Forms to complete, which included two new questions to Board members designed to obtain feedback on what they thought were M4A's most pressing challenges and most valuable strengths.

j. M4A Board meeting Schedule for FY 16

The Board is routinely presented with upcoming dates of meetings for their reference.

D. Program Status Reports

Ms. Battles presented a handout outlining the productivity and goals for each program and aggregate. She discussed each program in detail highlighting that ADRC's far reaching work is a collaboration of only 2 intake workers. Calls to the ADRC can vary from quick calls to more complex calls ranging 45 to 120 minutes in duration. Alabama Cares helped many either

through program services or through soft services. They also provide county support groups for caregivers. SenioRx is an essential and productive program most impacted by pharmaceutical company requirement changes in nutritional supplement products. Nutrition has a waiting list and Board members requested access to the lists to develop a faith based outreach to feed the hungry. SHIP was highlighted as a vital program coordinated by one fulltime staff who presents and discerns critical health insurance benefits information to seniors and the disabled. The importance of the SHIP program was stressed. As well, strategies and relationships were discussed to relay the success the MWS program has had in reaching its goals. Ms. Battles concluded by a presentation of the TEACH video.

E. Fiscal Report (Carolyn Fortner)

Ms. Fortner provided an update in the absence of Sheila Hogge. Handouts were reviewed.

F. Old Business

There was no old business to report at this time.

G. New Business: The following were approved by the M4A Board:

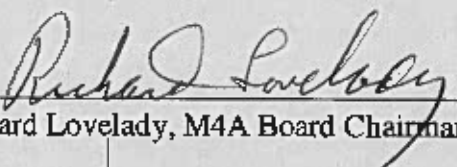
- a. Ombudsman Advisory Council By-laws Revision
- b. Draft Annual Operation Element FY16
- c. FY2016 Assurances
- d. M4A Organizational Chart
- e. M4A FY16 Staffing Requirements and Request for New Positions
- f. Contracts and Agreements

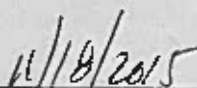
Request to pass all items was made by Mr. Lovelady. Motion was made by Mr. Luster and seconded by Mr. Holloway. All in attendance were in agreement. None objected.

There being no additional business, Mr. Lovelady asked for a motion to adjourn the meeting and the motion was made by Reverend Bynum and seconded Ms. West. All were in favor and no one opposed.

The next Board meeting will be on Wednesday, October 28, 2015 at 10:00 am at M4A.

Approved:


Richard Lovelady, M4A Board Chairman


Date