

Middle Alabama Area Agency on Aging (M4A)
Board Meeting Minutes
Wednesday, September 28, 2016

The M4A Board of Directors met on Wednesday, September 28, 2016 at M4A.

Board members in attendance were: Commissioner Dan Acker, Mr. Reginald Holloway, Mr. Billy Luster, Ms. Lee Ann Clark, Mr. Tommy Bowers, Mr. Richard Lovelady, Ms. Gaye West, Mr. Red Turnipseed, and Reverend Glenn Bynum.

M4A staff members in attendance were: Ms. Carolyn Fortner, Ms. Tammy White, Ms. Robyn James, and Ms. Lisa Adams.

Accountants from Aldridge-Borden in attendance were: Ms. Jessica Hudson and Mr. Scott Grier.

The meeting was called to order by Mr. Lovelady at 10:13 am. Opening prayer was led by Reverend Bynum. There were no proxies.

A. A motion to approve the agenda was made by Commissioner Acker and seconded by Reverend Bynum. All were in favor and no one opposed.

B. A motion to approve the minutes as read from the April 27, 2016 Board Meeting was made by Reverend Bynum and seconded by Mr. Reginald Holloway. There was no discussion regarding the minutes as read. All were in favor and no one opposed.

C. Executive Director's Report (Carolyn Fortner)

a. M4AFY15 Audit Presentation by Aldridge-Borden

Ms. Fortner introduced representatives from Aldridge-Borden, the Montgomery-based accounting firm responsible for M4A's FY 2015 audit. Each M4A Board member had a copy of the financial statement. Jessica Hudson and Scott Grier of Aldridge-Borden went through the audit and concluded that there were no findings for FY 2015, the organization's retirement fund was required to be listed as a liability in this FY audit, and the organization still had adequate funds in reserve. The organization's retirement liability has decreased since the Board elected to increase the mandatory contribution of Tier 1 employees, as recommended by the Retirement Systems of Alabama. In all, M4A is a fiscally sound and healthy organization.

b. M4A Outreach Overview (Robyn James)

Ms. Fortner introduced Ms. Robyn James to the Board and highlighted her experience, projects and background. Ms. James introduced initiatives of the newly formed M4A Marketing Team, including a new tagline and logo, with the latter being done cost-effectively through a process called "crowd-sourcing." Ms. James had visuals of the new logo, business card, and letterhead and she stated that the Marketing Team was in the process of updating the M4A website, mission and vision statements. Finally, Ms. James presented a three phases marketing plan and a plan to measure the success of the marketing plan. Ms. Fortner discussed with the Board how the rebranding of the organization and marketing tied in with the need to develop alternate funding sources for M4A. Board discussion followed and consensus was met in support of these new initiatives.

Ms. James will order business cards for each Board member.

Reverend Bynum made a motion to approve the new logo, tagline, initiatives and marketing plan. Commissioner Acker seconded the motion. All were in favor and no one opposed.

c. BEC Grant (Robyn James)

Ms. James next discussed the BEC Grant which is funded by the National Council on Aging (NCOA). M4A applied for this grant which will enhance the ADRC Program by funding a BEC Coordinator who will assist consumers to complete SNAP and other public benefits applications. Receiving the grant would enable M4A to be designated as a Benefits Enrollment Center. Award information will be released in mid-October.

d. Update on Managed Care (Carolyn Fortner)

Ms. Fortner distributed handouts to the Board on upcoming ICN public hearings for Medicaid consumers and providers. She invited Board members to attend. She also provided Board members a handout of questions that the AAA Directors will ask at these hearings. These questions were reviewed and discussed by all.

e. M4A Organizational Chart and FY17 Staffing Requirements (Carolyn Fortner)

Ms. Fortner distributed handouts of the proposed FY 2017 organizational chart and staffing requirements to the Board. The proposed chart and staffing requirements were reviewed and discussed. A motion was made by Mr. Holloway and seconded by Ms. Clark to approve the proposed organizational chart and staffing requirements, including the new position of Senior Staff Officer. All were in favor and no one opposed.

f. FY17 Contracts and Agreements (Carolyn Fortner)

Ms. Fortner distributed a handout which listed the initial FY 2017 contracts and agreements for M4A. M4A has one new contractor for FY 2017, an Alabama Cares contractor: United Cerebral Palsy of Huntsville. Mr. Tommy Bowers made a motion to approve the FY 2017 contracts and agreements and this motion was seconded by Ms. Gaye West. All were in favor and no one opposed.

g. Conflict of Interest Form and Board Self-Evaluation Form (Carolyn Fortner)

These forms were distributed for the Board members to complete. The Conflict of Interest Form was updated to include conflicts of interest specified by the Long-term Care Ombudsman Program.

h. Updated FY 2017 Meal Prices (Carolyn Fortner)

Board members were given a handout of the FY 2017 nutrition serving days and also the FY 2017 meal prices; there will be a 2.6% increase in meal prices for FY 2017.

D. Fiscal Report (Tammy White)

Ms. Tammy White stated that programs are within budget. Medicaid Waiver Service Programs are slightly underspent but the Medicaid Waiver Program is off probation and under monitoring status. SSAI has provided 6-months of funds for its SCSEP/Title V program and M4A is administering SSAI Title V for the entire RPC region. The Nutrition Program is slightly over-

budget as it was last fiscal year. SHIP (Medicare counseling) and SenioRx (medication assistance) will require the use of some local funds. Starting FY17, M4A will transition the Jefferson County Ombudsman Program to the United Way of Central Alabama which will be the new Area Agency on Aging for Jefferson County.

E. Old Business

Mr. Lovelady called for the recommendations of the Board Officers Nominating Committee (comprised of Ms. Clark, Ms. West, and Commissioner Acker). They announced that the following had agreed to continue as Board officers for FY 2017 and FY 2018. There were no nominations from the floor. The following are M4A's Board Officers for FY 2017 and FY 2018:

Chairman, Richard Lovelady (Walker)
Vice-Chairman, Reverend Glenn Bynum (Blount)
Secretary, Commissioner Daniel Acker (Shelby)

F. New Business


FY 2017 Preliminary Budget: Ms. White presented the preliminary budget for FY 2017. A motion was made by Reverend Bynum to approve the preliminary FY 2017 budget and this was seconded by Ms. West. All were in favor and no one opposed.

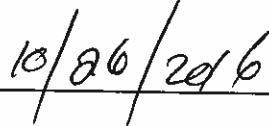
G. Motion to Adjourn.

The motion to adjourn the meeting was made by Commissioner Dan Acker and seconded by Reverend Bynum. All were in favor of adjourning the meeting and no one opposed.

The next Board meeting will be on Wednesday, October 26, 2016 at 10 am at M4A.

Approved:


Richard Lovelady, M4A Board Chairman


Date