

BOARD MEETING MINUTES

BOARD MEETING MINUTES AREA AGENCY ON AGING, REGION X (aka: AAAX) June 10, 2025

1:00 p.m. Meeting Called To Order

I. Roll Call

John Bartosh, Jasper County-Board Chairman "absent"
David Johnson, Barton County-Board Secretary "present"
Bryan Hall, McDonald County "present"
Daniel Swem, Newton County "present"

Staff Present:

Jennifer Shotwell, CEO
William "Bill" Chase, Fiscal Director
Charlotte Foust, Resource Director
Stormy Cuba, Nutrition Program Director
Cindy Swadner

Guest attendees present:

None

II. Approval of Prior Minutes:

Daniel Swem motioned to approve the minutes of the May 13, 2025 regular & closed sessions, second by **Bryan Hall**. Motion carried.

III. New Business:

A. FY2026 Budget; review & discussion followed.

Daniel Swem motioned to approve the initial FY2026 Budget as presented, second by **Bryan Hall**. Motion carried.

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B. MEHTAP Grant:

The annual requirement for the Agency to execute an agreement with MEHTAP was discussed.

Bryan Hall motioned to approve the Authorizing Resolution allowing the AAAX Fiscal Director and/or CEO to execute the agreement(s) on behalf of the Area Agency on Aging, Region X with the Missouri Elderly and Handicapped Transportation Assistance Program (MEHTAP), second by Daniel Swem. Motion carried.

C. Banking; check signing authorization.

Due to staffing changes, an update to the Agency's personnel authorized to sign check will need to be updated. Discussion followed.

Bryan Hall motioned to approve the Authorizing Resolution for AAAX to update all SMB CHECKING and SWEEP accounts (including Rural Dept, Carthage, Catered Meal Sites, Joplin Senior Center, Operating Account, Sweep Account) by REMOVING Susan Young from all accounts and to ADD Sarah Tippit only to the Operating Account for the purpose of signing checks written on that account, second by Daniel Swem. Motion carried.

IV. Officer/Directors Reports:

Jennifer, CEO:

Federal, State & Ma4 > MO Association of Area Agencies on Aging:

- **ACL (Administration for Community Living):** the ACL has been disbanded. We've been told that Title IIIB Supportive Services will be under same roof as the rest of our Title III programs (Nutrition, Evidence-Based, FCG-Family Caregiver, Ombudsman, etc.). OAA (Older American Act) programs are going to be housed under the new Administration for Children, Families, and Community (formerly ACF). **Title IIIB funding will be at FY2024 levels.**

Additional Federal funding cuts expected:

LIHEAP (Low Income Home Energy Assistance Program)

SNAP (Supplemental Nutrition Assistance Program)

Other **Medicaid** programs are also being cut

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- **Missouri:** Awaiting the results of the Extraordinary Budget Session to include final funding amounts for FY26.

Agency:

- **Board of Directors signatures:** FY2026 Certification, COI and Confidentiality agreements were presented/signed by each Board member as mandated by DHSS.
- **DHSS Program Monitoring completed:** Jennifer met with DHSS this morning to go over findings. All programming passed with great marks. It will be noted in the letter that for 9 months (July-March) fiscal had great marks. Major concerns with April-June when Kelly was overseeing fiscal will cause this section to be noted as “moderate” risk. It will also be noted that turnover happened and that the issue was after Nancy retired but before Carrie started. The Division will send John the formal letter and email Jennifer a copy. A copy of the letter will be provided to all Board members at the next meeting.
- **OAA Policies (Older American Act):** The new policies directed by the State continue to be worked on by Jennifer, Charlotte, Jeff & Stormy for FY2025 and 2026. These are numerous & tedious and will increase our administrative burden to comply.
- **Grants:** three grants from Rotary, Corley & MFA totaling \$12,500 that Jennifer had applied for have been awarded. All are nutrition-related: Inclement Weather Meals and two for Ozarks Food Harvest Extra Groceries for Jasper County Homebound.
- **New Building Grounds Maintenance:** even though the grounds maintenance at our new building is well below the dollar amount requiring bidding the job out, Jennifer stated that she wants to be upfront with the Board because Bruce Shotwell is a potential service provider. Jennifer has obtained three bids -- Bruce Shotwell’s bid was well below the other bids & he will perform the service.

Bill, Fiscal Director:

- **FY2025 In-Kind documentation:** Bill requested the In-Kind hours from the Board members. Documentation will be emailed to Bill.
- **Bank Reconciliations:** All reconciliations through May 2025 (except for CBT which has not been received yet) have been completed and discrepancies have been found & corrections completed.
- **Accounts Receivables:** Bill is in the process of cleaning up receivables regarding amounts received vs. amounts billed – differences will be booked.

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Charlotte, Resource Director:

- **Board's Contact Information:** Charlotte requested the preferred contact phone numbers from the Board members.
- **Slices for Seniors fundraiser:** on June 3RD at Gusano's, \$1,271.00 were raised at this fundraising event.
- **Alzheimer's Awareness Month:** in addition to June being Alzheimer's awareness month, June 15 is World Elder Abuse Awareness Day.
- **Popsicles at the Park fundraiser – 6/28/25:** AAAX will be selling popsicles during the Joplin Outlaws baseball game.

Jeff, Program Operations Director presented by Jennifer:

- **Two current job openings to be filled:**
 - Cook's Helper – Neosho senior center (27.5 hours/week)
 - Rural Homebound Meal Coordinator – Central office (40 hours/week)
- **Catered Meal Site updates:**
 - **Seven operational meal sites – 662 meals served in May:**
 - McDonald County: Mondays – Goodman > 59
Tuesdays – Pineville > 112
Wednesdays – Anderson > 86
Thursdays – Lanagan > 75
Fridays – Jane > 68
 - Barton County: Tuesdays – Golden City > 83
 - Newton County: Thursdays – Granby > 179
 - Pending meal site start-up site:
Seneca @ Assembly of God church – on hold; expected to begin in July or August
- **MOBILE Food Truck via Ozarks Food Harvest (OFH):**
 - Pineville United Methodist Church > 4th Tuesday each month: OFH food served 146 households on 5/27/2025 with Region X handling the logistics.
 - Next Food Truck > 6/24/25
- **1099 Medicaid Reassessors:**
 - 13 Reassessors serving Barton, Newton, McDonald, Jasper, Pettis, Jackson, Taney & Stone counties. The minimum requirement to qualify for funding is 100 per month; the numbers served/expected to be reassessed are:

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April – 232; 95 completed due to software change & glitches with new program

May – 260

June – 278

- **NEW Warehouse:** Walk-in freezer is scheduled to be moved in this week.

Stormy, Nutrition Director:

- **Center updates:** all have been running smoothly. Monthly logs and meal counts were submitted on time for all sites.
- **Nutritional Education:**
 - In collaboration with our state-certified nutritionist, each site received the June nutrition education topic: “Staying Hydrated in Summer Months.”
 - Site managers confirmed the information was shared with participants and recorded in AgingIS as required.
 - Participant engagement remains strong, with many seniors enjoying the interactive discussion and handouts.
- **Menu & Food Service:**
 - All meals met state nutrition standards and followed the approved cycle menu.
 - No complaints were reported from participants regarding food quality or portion sizes.
- **Home-Delivered Meals:**
 - At this time, there are 12 individuals on the waitlist for home-delivered meals; this is the second time in 18 years & is a growing concern.
 - We are actively monitoring the list and exploring options to accommodate additional participants as resources become available.
- **Staff Training:**
 - All site staff completed required monthly food safety checks and documentation.
 - Planning has begun for a summer refresher training on nutrition program compliance and food safety best practices.

v. Other Business:

The unanimous decision was made for the July Board meeting not to occur.

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VI. Guest Comments:

None present.

VII. Closed Session:

Bryan Hall motioned to remove the closed session from the agenda due to one of the Board member's absence, second by **Daniel Swem**.

Voice Vote to approve was unanimous.

VIII. Adjournment:

1:42 p.m. Meeting Adjourned

**The next meeting will be August 12, 2025 at 1 PM
at the central office**



John Bartosh, Chair



David Johnson, Secretary