

# BOARD MEETING MINUTES

## BOARD MEETING MINUTES AREA AGENCY ON AGING, REGION X August 13, 2024

1:00 PM Meeting Called To Order

### I. Roll Call

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

Staff Present:  
Jennifer Shotwell, CEO  
Jeff Glines  
Charlotte Foust  
Cindy Swadner

**Guest attendees present:**

None

### II. Approval of Prior Minutes

*David Johnson motioned to approve the minutes of the June 11, 2024 meeting, second by Bryan Hall. Motion carried.*

### III. Officers/Staff Reports

**Jennifer, CEO:**

**Agency:**

- **Building Project Update:** concrete poured & walls are going up.
- **Area Plan Waiver:** relating to Goodman needs signed (business would've been discussed in the July meeting that didn't occur.) The next catered meal site to start-up will be Golden City.
- **FY2024 Data:** was distributed to the Board highlighting pre- and post- COVID (F19 vs. FY24)
  - 14.3% increases in unites of service over FY2023
  - HDM (Home Delivered Meals) with 50,620 more meals delivered reflected the highest increase
  - FY2024 post-COVID exceeded FY2019 pre-COVID
  - Individuals served from 76 counties in 23 states

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## Ma4 > MO Association of Area Agencies on Aging:

- **Ma4 Conference Sept 9-11:**  
Need to reschedule Sept 10<sup>TH</sup> board meeting to another date.
- **FY2025 Treasurer was elected.**
- **Give 5 – 3<sup>RD</sup> year:**  
Funding amount is \$89,595. Once again, partnering with United Way of SWMO & SEK.

## USAgging:

- **Received three national awards/recognition:**  
MODAPS, Give 5 and ADVC

## Federal/ACL:

Final Rule info still coming; have been working with Charlotte & Jeff on compliance for FY2025 (programming, access, ADA for kiosks and websites, etc.)

## Charlotte Foust, Resource Development Specialist presented by Jennifer:

- **MODAPS:**  
USAgging Innovation & Achievement Award received; other states are using the Missouri Model  
MODAPS contract ended July 31<sup>ST</sup> with Region X helping 24 clients in the 2-year period
- **Staffing Change:**  
Amber Barrett left August 9; Sarah Tippit will be starting August 26
- **2024 Medicare Enrollment:**  
Charlotte & Adrienne are preparing for Medicare Open Enrollment: Oct 15 - Dec 7

## Jeff, Program Operations Manager:

- **Catered Meal Site updates:**  
Golden City site > is nearing start-up. The two-floor site presents an issue due to meals being served on the top floor & restrooms being on the bottom floor. This issue is being addressed.  
Fairview & Lanagan site > progress is being made towards completion of these sites starting-up.
- **Meal counts:** Jeff distributed/discussed meal counts.
- **Ozarks Food Harvest (OFH) Food Truck:**  
Pineville United Methodist Church > every 4<sup>th</sup> Tuesday: OFH will be parking a food truck on Main Street in Pineville with shelf-stable items including fresh produce & vegetables for eligible citizens. The goal is to serve 60/over and disabled – but will not turn away anyone. Region X is handling the logistics

## IV. Other Business

None

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## V. Guest Comments

None present

## VI. Closed Session

1:15 p.m.

*Bryan Hall motioned to go into closed session, Daniel Swem seconded. Voice Vote to approve was unanimous.*

## VII. Return to Regular Session

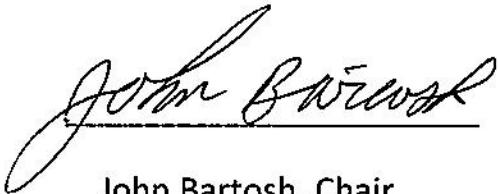
1:44 p.m.

*David Johnson motioned to return to regular session, Daniel Swem seconded. Voice Vote to approve was unanimous.*

## VIII. Adjournment

1:44 p.m. Meeting Adjourned

**The next September meeting date TBD;**



John Bartosh, Chair



David Johnson, Secretary

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## CLOSED SESSION

### BOARD MEETING MINUTES AREA AGENCY ON AGING, REGION X August 13, 2024

1:15 PM

#### I. Roll Call to enter into closed session:

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

Staff Present:

Jennifer Shotwell, CEO

#### II. Purpose: To discuss a personnel matter.

##### Discussion:

- CFO suspended with pay for up to two weeks due to complaints.
- Actions to be taken:
  - Investigation will be conducted by CEO.
- Action taken:
  - Stronghold Technology has temporarily shut down CFO email & computer access.
  - SMB Bank access discussed.

*Daniel Swem motioned for a resolution to temporarily remove CFO as an online administrator and her email access to the SMB online banking system; and if reinstated, to be added back, second by Bryan Hall. Motion carried.*

#### Follow-up Special Board Mtg: Wednesday, August 21 at 9 a.m. | Central Office

Agenda: to obtain CFO input; CEO to supply investigation results & recommendation.

Board to decide the outcome of the situation.

#### III. Roll Call to end closed session:

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

1:44 p.m. Return to Regular Session