

BOARD MEETING MINUTES

BOARD MEETING MINUTES AREA AGENCY ON AGING, REGION X (aka: AAAX) December 10, 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
Carrie Stapelkamp, Fiscal Director
Charlotte Foust, Resource Director
Stormy Cuba, Nutrition Director
Cindy Swadner

Guest attendees present:

None

II. Approval of Prior Minutes

Daniel Swem motioned to approve the minutes of the November 12, 2024 meeting, second by David Johnson. Motion carried.

III. Officer/Directors Reports

Jennifer, CEO:

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

1. **Waiver Request:** State generated document that summarizes CSRs to be waived or amended was presented. Discussion followed.

David Johnson motioned to approve the WAIVER REQUEST as presented, second by Bryan Hall. Motion carried.

2. **Area Plan:** the first draft to the State is due Dec. 15.

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3. **Minimum Wage:** 19 employees' wages will be going to the new minimum wage rate of \$13.75 on 12/28/24; no one else will be getting increases at this time. The "Paid Leave" portion of the law that voters approved will not be in effect until May 1. Also mentioned was that our current PTO policy more than covers the new "Paid Leave" law – due to our current PTO accrual rates. AAAX will continue to follow this in the legislature and will ensure that our policy meets DOL rules.

Agency:

1. **Grants:** two \$2,000 grants were received this month from Walmart & Gaskill Memorial Trust
2. **Good Governance/Compliance Plan COI forms:** Discussed this new requirement of Board members. Each Board member was presented with COI (Conflict of Interest) and Certification statements to sign.
3. **BYLAWS:** updated BYLAWS were presented. Discussion followed.

Bryan Hall motioned to approve the BYLAWS as presented, second by David Johnson. Motion carried.

4. **Legal Counsel:** as was discussed in previous Board meetings, emergency legal counsel was sought during the summer months to discuss Agency policies & CFO termination which resulted in a \$120 invoice from Copeland & Brown.

Bryan Hall motioned to approve the \$120 payment for legal counsel to Copeland & Brown, second by David Johnson. Motion carried.

Cornerstone Bank:

During the process of updating personnel with Cornerstone Bank, it was discovered that Kelly never went to the bank to provide the Resolution to remove Nancy. Therefore, the letter created from the Motion in last month's meeting to add Jennifer to the account and add Jennifer & Carrie to online banking at Cornerstone was voided. Discussion followed.

Bryan Hall made the motion authorizing AAAX to update their Cornerstone Bank account by REMOVING Nancy Raines and ADDING Jennifer Shotwell to the account and to ADD Jennifer Shotwell & Carrie Stapelkamp to online banking on behalf of the Area Agency on Aging, Region X, and to rename the account to "Area Agency on Aging, Region X", second by David Johnson. Motion carried.

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4. **MEHTAP Contract:** discussed updates needed due to staffing changes.

MEHTAP is the Missouri Elderly and Handicapped Transportation Assistance Program.

Bryan Hall made the motion to change the authority to execute agreements & change orders to the MEHTAP grant from Nancy Raines to Carrie Stapelkamp, second by Daniel Swem. Motion Carried.

Jeff, Program Operations Director:

1. **Two current job openings to be filled:**

Medicaid Reassessor Contractor – Grandview, MO
Homebound Program Supervisor – Central Office

2. **Catered Meal Site updates:**

- **Six operational meal sites** - number of meals served in October:

Mondays – Goodman > 70

Tuesdays – Pineville > 142

Wednesdays – Anderson > 58

Thursdays – Granby > 106

Thursdays – Lanagan > 32 (started Nov. 14)

Fridays – Jane > 66

3. **MOBILE Food Truck via Ozarks Food Harvest (OFH):**

- Pineville United Methodist Church > last Tuesday each month: OFH food served 118 households on 11/26/2024 with Region X handling the logistics.

4. **1099 Medicaid Reassessors:**

- 12 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:

November - 237

December - 250

January - 248

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Charlotte, Resource Director:

1. **2024 Medicare Open Enrollment Period ended Dec 7 – 202 Medicare clients served:**
 - Adrienne served 76 clients; Charlotte served 126 clients
2. **Be A Santa To A Senior Program closed Dec 10:**
 - Annual program > hosted by Home Instead
 - 405 recipients > JP/CJ/WC & rural clients have been chosen as beneficiaries by Home Instead.
 - Gifts will be delivered Dec 16; a letter was sent notifying recipients of the delivery date

Stormy, Nutrition Director:

1. **Senior Center Updates:**
 - Lamar > Advisory Board received a \$9,500 donation from the Senior Services Growth and Development Fund to help with the Center's utilities. The First Baptist Church delivered Thanksgiving meals to all homebound clients & center attendees with no family.
 - Carthage > is operating smoothly. The Center had a great turnout for the Thanksgiving meal. Jodi has added craft days, snack days and produce giveaways to attract more seniors.
 - Carl Junction > is running smoothly & benefits from Tammie, an exceptional manager
 - Joplin > hosted "Senior Safety" bringing in Officer Lacey Baxter to speak. The Islamic school of Joplin served 160 trays for the Thanksgiving meal.
 - Neosho > manager, Lena, continues hosting fun events for her people; such as ice cream sundaes for Veterans Day & "Tell the Truth" game.
 - Webb City > the center faces an ongoing odor issue that the City is finally going to attempt to remedy. The Advisory Board and the City are paying for a new LED sign which will be utilized to post the menu & center activities to attract more seniors.

Carrie, Fiscal Director:

- **Training:** Nancy is working with Carrie for two weeks to balance/close FY2024 and to incorporate as much training as possible.

IV. Other Business

- Christmas Eve schedule: staff will be released at Noon; Charlotte will cover the phones & keep the office open our regular hours.

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V. Guest Comments

None present

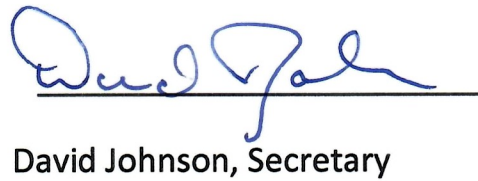
VI. Adjournment

1:26 p.m. Meeting Adjourned

The next meeting will be January 14, 2025 at 1 PM
at the central office.



John Bartosh, Chair



David Johnson, Secretary