

BOARD MEETING MINUTES

BOARD MEETING MINUTES AREA AGENCY ON AGING, REGION X September 10, 2024

1:05 PM 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
Cindy Swadner

Guest attendees present:

None

II. Approval of Prior Minutes

Daniel Swem motioned to approve the minutes of the August 13, 2024 meeting, the minutes of the August 13 and August 21 closed sessions, second by **Bryan Hall**.
Motion carried.

III. Officers/Staff Reports

Jennifer, CEO:

Agency:

1. **Fiscal Director:** working with Hire Advantage in search of a candidate to fill this position; they are to supply weekly reports to Jennifer.

2. **Policies:**

- Organizational Chart - updates were discussed.

Bryan Hall motioned to approve the updated AAAX Organizational Chart,
second by **Daniel Swem**. *Motion carried.*

- Employee Manual & Bylaw's – Jennifer presented updated manuals to the Board and also supplied them to our Attorney for review. To be discussed in the October meeting.

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3. **Meal Sites - Area Plan for FY25 Waivers:** relating to the addition of Jane on Fridays & a revision to the Goodman site were presented. Discussion followed/signature obtained by David Johnson.
4. **Webb City Senior Center key:** City Manager, Carl Francis does not want to distribute the key for senior dances at the Center; asked if a written agreement would be acceptable to satisfy the transfer of liability to the City for the after-hour dances held twice a month.

The Board requested that AAAX obtain a copy of the City's minutes to include specifically:

- The key is to be distributed by AAAX staff & only for after-hour dances;
- The City will assume ALL liability for the after-hour dances;
- AAAX will assume NO liability for after-hour dances

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

1. **DHSS Oct. 7-8 meeting:** 2-day training regarding OAA Final Rule regarding funding cuts even though the approx. 400-page Final Rule presents massive changes to fiscal, data collection, reporting, training and mandatory education. The AAAX team is working on implementing as much as possible to comply, without cutting services; and is expecting the need to add staff – due to the increased requirements.

The Board members agreed to move the next meeting date to **October 15** to accommodate Jennifer attending this DHSS training meeting.

2. **Ma4 Conference Sept 9-11 in Springfield.** The staff attending are Charlotte, Adrienne, Kim, Gina, Mark, Jeff and Jennifer. We also sent four Silver-Haired Legislators: Dot Harmen, Barb Ittner, Sandy Hughes, and Sheila Gunlock.

Charlotte Foust, Resource Development Specialist presented by Jennifer:

1. **New Hire Sarah Tippit:** started on August 26 as our **Family Caregiver Coordinator**.
2. **2024 Medicare Enrollment is Oct 15 - Dec 7:**
Charlotte & Adrienne are preparing for Medicare Open Enrollment. Charlotte will handle office appointments; Adrienne will be handling all Medicare SHIP referrals.
(SHIP: State Health Insurance Assistance Program)
3. **Annual Silver-Haired Legislature session: Oct 15-17**
Charlotte & Sarah will attend this session held at Jefferson City.
4. **Carl Junction Bluegrass Festival: Sept 28**
AAAX will have a booth this year to raise awareness of AAAX programs including Give 5

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Jeff, Program Operations Manager presented by Jennifer:

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

WC: Homebound Meal Coordinator

Joplin: Nutrition Floater

2. **Catered Meal Site updates:**

Four operational meal sites: average number of meals served weekly

Mondays – Goodman > 21

Tuesdays – Pineville > 26

Wednesdays – Anderson > 16

Thursdays – Granby > 41

Golden City site > is nearing start-up; arranging volunteers/training & awaiting feedback regarding obtaining a DHSS “site waiver” needed due the two-floor site situation. At this site, meals will be served on the top floor; restrooms are on the bottom floor presenting a potential hazard to seniors navigating between these spaces. Due to repair cost, the resolution to this issue presented to DHSS for a waiver is volunteer availability – proposing that a volunteer be made available to all seniors needing assistance navigating between floors.

Lanagan site > due to costly plumbing issues at this proposed site, Jeff will present to the City Council meeting tonight that this site is not a feasible meal site – unless the issue is resolved.

3. **Surveys:** pending data collection; results will be finalized in October.

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

Pineville United Methodist Church > last Tuesday each month: OFH food served 68 households 8/27/24 with Region X handling the logistics.

IV. Other Business

- Lamar bathroom remodeling is beginning.
- DHSS is assisting Jennifer in reporting accounting numbers.

V. Guest Comments

None present

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VI. Adjournment

1:45 p.m. Meeting Adjourned

**The next meeting will be October 15, 2024 at 1 PM
at the central office.**

John Bartosh, Chair

David Johnson, Secretary