

# BOARD MEETING MINUTES

## BOARD MEETING MINUTES AREA AGENCY ON AGING, REGION X (aka: AAAX) January 14, 2025

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  
Charlotte Foust, Resource Director  
Cindy Swadner

**Guest attendees present:**

None

### II. Approval of Prior Minutes

*Daniel Swem* motioned to approve the minutes of the December 10, 2024 meeting, second by **Bryan Hall**. Motion carried.

### III. Officer/Directors Reports

Jennifer, CEO:

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

1. **Area Plan:** first Draft was submitted to the State on Dec. 15; copies were provided. Discussion followed regarding the required steps: Board reviews & motions to approve Draft & authorizes going out for public comments for 30 days. Then, any comments will be addressed & will go to Advisory Council for approval, back to the Board for final approval & submission to the State for their final approval.

*Daniel Swem* motioned to approve the Area Plan Draft as presented & to go out for public comment, second by **Bryan Hall**. Motion carried.

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2. **DHSS Budget:** during last week's DHSS meeting, Jennifer indicated that DHSS announced the budget is **short** of appropriations to cover March-June invoices; and at the same time also revealed that they knew of this appropriations shortage since October.

The State is working with all AAAs and our legislators to get an emergency appropriation bill so DHSS can access these federal OAA dollars. If the emergency appropriation bill fails, due to lack of funding, 212 senior centers will be forced to close until resolved. It was noted that the State alleges the delay in requesting appropriations in October was due to it being an election year.

AAA's are requesting more oversight into DHSS. Since last week's meeting, DHSS has announced that the Director has just resigned.

## **Agency:**

1. **Grants/Networking Donations:** \$19,250 donations received since last meeting. Two are new grants that Jennifer applied for & received: Sparklight for Good will fund Ozarks Food Harvest and Jasper County Social Services will fund inclement weather meals.
2. **Newton County Digital Literacy:** contract is signed. Adrienne & Lucas (AAAX staff) are working on the launch. This program benefits older adults in Newton County and checks boxes for mandatory additional services; such as, self-directed participation, other than in person, and increasing rural senior services, and more.
3. **FY2024 Internal Audit:** Nancy returned for three weeks to assist Carrie with fixing Chart of Accounts & GL errors created by Kelly. Once completed, Nancy submitted a letter to McBride Lock & Associates recommending Matt perform FY24 audit on-site instead of remotely.

## **Jeff, Program Operations Director presented by Jennifer:**

1. **Four current job openings to be filled:**
  - Medicaid Reassessor Contractor – Branson West, MO
  - Homebound Program Supervisor – Central Office (40 hours/week)
  - Homebound Program Supervisor – Joplin senior center (40 hours/week)
  - Homebound Meal Coordinator – Webb City senior center (25 hours/week)

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## 2. **Catered Meal Site updates:**

- **Seven operational meal sites** - number of meals served in November:

Mondays – Goodman > 92

Mondays – Golden City > 119

Tuesdays – Pineville > 169

Wednesdays – Anderson > 63

Thursdays – Granby > 114

Thursdays – Lanagan > 69

Fridays – Jane > 67

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

- **Pineville United Methodist Church** > last Tuesday each month: OFH food served 93 households on 12/24/2024 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:

December - 250

January - 248

February - 238

## **Stormy, Nutrition Director presented by Jennifer:**

1. **Catered Meal Sites:** have exceeded are expectations with some serving almost as many meals as our senior centers.

## 2. **Senior Center Updates:**

- **Carthage** > attendance has been steadily increasing, reflecting the success of their efforts.
- **Carl Junction** > is running smoothly & benefits from Tammie, an exceptional manager hosting a wide variety of activities; such as game day.
- **Joplin** > with support from Home Instead, the Joplin Senior Center gifted 438 Christmas presents to Homebound (HB) clients – double the amount from last year.
- **Lamar** > Advisory Board received a generous \$25,000 donation from the Barton County Commissioner going to the Advisory Board to help with the Center's utilities. They distributed banana boxes full of food for Christmas, benefitting residents in Golden City, Newport and Lamar.
- **Neosho** > served 92 meals for Christmas dinner. Manager, Lena, continues hosting fun events for her people; such as Pass the Cup.
- **Webb City** > the center received a \$1,000 donation from Badges and Burgers, designated to support Ozark Food Harvest.

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## 3. Year-over-Year Highlights – 1<sup>st</sup> 6 months of FY25:

- We served approximately **10,000 more meals** than at this time last year.
- Total services provided increased by 16,428 over the same period last year.
- The number of people served across all services grew by **590** compared to last year.

## Charlotte, Resource Director:

1. **Senior Expo 2025 on 4/10/25:** will be at the Joplin Senior Center. As of today, we have 12 vendors signed up with additional vendor interest.
2. **Neosho Give 5 cancelled:** the next Give 5 session was cancelled due to lack of interest. The following session set to begin in April will be held as usual.
3. **Title IIIB In-Home Care:** Personal Care currently has a wait list; Respite & Homemaker services do not currently have wait lists.
4. **MO Assistive Technology:** AAAX Resource Dept had a great meeting with this organization; highlight was demos for helpful items to assist seniors – all created from 3-D technology.

## IV. Other Business

- John requested for Jennifer to connect with our attorney, Jeremy Brown, regarding WHERE AAAX is required to post Board Meeting Agendas.

## V. Guest Comments

None present

## VI. Closed Session

1:34 p.m.

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

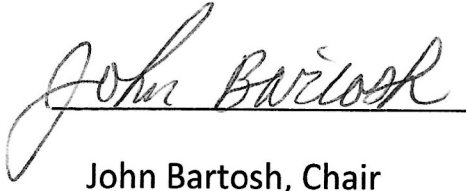
## VII. Adjournment

**1:41 p.m. Meeting Adjourned**

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**The next meeting will be February 11, 2025 at 1 PM  
at the central office**



John Bartosh, Chair



David Johnson, Secretary

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## CLOSED SESSION

### BOARD MEETING MINUTES AREA AGENCY ON AGING, REGION X January 14, 2025

1:34 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  
Cindy Swadner

**II. Purpose: To discuss a personnel matters.**

**Jennifer, CEO:**

• **Fiscal Director Carrie Stapelkamp resignation:**

Jennifer explained that Carrie had applied for several jobs prior to accepting this position and had accepted a very lucrative position with another company. Carrie is willing to work in an hourly capacity, working part-time to keep our bookkeeping current, to assist us with our upcoming audit and in training her replacement.

Jennifer stated that the headhunter has agreed to help find Carrie’s replacement at no additional charge; although Carrie recommended a strong candidate for her replacement. Jennifer has interviewed Stefanie Whiteley and has had several conversations with her. She has offered Stefanie the Fiscal Director position giving her until Monday, January 20<sup>TH</sup> to make her decision.

• **Kelly Samuel – former CFO:**

Jennifer discussed when Kelly reported to Board members that she had obtained direction from our auditor Matt (McBride Lock & Assoc.) regarding making changes to our Chart of Account & GL that it was a false claim. This was discovered when Jennifer spoke with Matt after Kelly’s termination; he informed her that he had not spoken with or advised Kelly regarding making accounting changes.

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Matt is aware of the situation & will take this into account during our FY2024 audit and will make recommendations upon discovery.

1:41 p.m.

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

### 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"

**1:41 p.m. Return to Regular Session**