



Huntingdon-Bedford-Fulton AREA AGENCY ON AGING

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Meeting of the Joint Board of Commissioners of Huntingdon, Bedford & Fulton Counties Monday, July 12, 2021

A meeting of the Commissioners of Huntingdon, Bedford and Fulton, serving as the governing board of the Area Agency on Aging, was held on Monday, July 12, 2021 at the Holiday Inn Express in Breezewood, PA. The meeting was opened by Commissioner Randy Bunch, Vice-chair of the Fulton County Commissioners.

ITEM 1 - Approval of minutes. Hearing no additions or corrections:

MOTION: On a Shives/Frederick motion - The minutes of the May 3, 2021 Joint Board meeting are approved as presented. Motion carried unanimously.

ITEM 2 - Financials - a) Financial report. The May financial report was reviewed and the Agency is in good financial shape with a current balance of \$1,080,588. Title XIX money has been received and PennDOT service stabilization money of \$675,760. The Agency received AAA-to-AAA funding of \$17,272, but is still owed \$17,951 in Nursing Home Transition (NHT) money. FFCRA and Cares money can be carried into the new fiscal year. The fee for service Assessment program has a surplus of \$112,208.

MOTION: On a Sather/Walls motion - The May financial report is approved. Motion carried unanimously.

b) Audit update. Boyer & Ritter was onsite for a 1-day preliminary audit review and there were no issues. They will be back in August for 3-4 days to finish the audit. Connie said there was a question on a solicitor bill and, once explained, they had no problem with it.

c) Budget for FY2021-22. The FY21-22 budget was reviewed for a projected grand total of \$6,593,727. Sherry Kovach said expenses include \$24,000 for a possible move of the Huntingdon office and driver's office. Commissioner Barry Dallara asked about the cost of gasoline for CART. This was based on a review of trips and projected increases. Connie said PennDOT is providing additional stabilization money this year and it will help cover costs.

Contracted services are up with renewal of in-home service agreements, the IT contract with Link of approximately \$7,000/month and the demand for Personal Emergency Response Systems (PERS). In relation to Link, Connie said she is very happy with their service thus far.

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Commissioner Deb Baughman asked about the 2% pay increase and felt it should've been higher. Connie said this was approved by the Board at an earlier meeting and is built into the budget. Wage adjustments is on the agenda for this meeting. Adjustments to the budget can be made throughout the year when amendments are issued by the Department.

Commissioner Dallara asked about the health insurance renewal and Connie said the Agency also looked at proposals from UPMC, Benecon and Health Alliance, but Highmark was the most cost effective and mirrors the previous plan with UPMC. They also agreed to an 18-month contract which will now follow the fiscal year. Sherry said 15% was proposed last year, but was adjusted with the new premium. In response to a question, Connie said she and our broker, Cliff Beaver, worked directly with Highmark.

Total Aging Block Grant and Title XIX revenue is \$4,362,521. Other projected revenue is transportation \$1,659,795, Commissioner funding \$68,507, program income \$185,500, contract revenue \$289,604 and other revenue \$27,800. Unrestricted reserves to carry into FY22-23 is projected at \$360,000. American Rescue Plan money is \$775,307 over a 3-year period and has some restrictions. The caregiver support program revised the \$300 monthly reimbursement and 1-time home modification mandate. The Agency's in-home service spending is 71% (state mandate is 60%). Commissioner Dallara asked how much is lottery and it's about \$4 million.

Commissioner Scott Walls asked about the cost effectiveness of the \$2500 health care deductible and Connie said it has kept the premium down. It was noted that the Agency pays only for employees and any family coverage would be paid in full by the employee.

MOTION: On a Bunch/Dallara motion - The Joint Board accepts as presented the Agency's FY21-22 budget.

In discussion, Commissioners Baughman and Dallara asked about wages and if the budget can be amended. Connie said that it can and the first amendment usually comes from the Department around September. She would like to have preliminary discussion today on increasing starting wages and the effect on current staff. This will be done in executive session.

Calling for a vote - The motion carries unanimously.

ITEM 3 - Administration - a) 4-Year Plan update. Connie said the Agency is working to get back on track with our 4-year plan, following Covid restrictions. Training for workers and the community will be scheduled in line with the plan later this year.

b) Relocation of Huntingdon Office & Depot. Connie said the current Huntingdon office is restricted with parking and handicap access and would like to move the office and depot into one building. She has made several inquiries on available locations at the shopping plaza along Route 22, including the old Sears store which would have good visibility and accessibility.

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Commissioner Baughman asked about the center and Connie said it's in a building owned by the Standing Stone Senior Citizens and won't be moved.. She has submitted a proposed floor plan to the owner and is awaiting response. The proposed monthly rent is \$3,000 with a 10-year lease.

MOTION: On a Walls/Baughman motion - The Joint Board authorizes Connie Brode to proceed with the search for a new location for the Agency's Huntingdon office and driver's depot. Motion carried unanimously.

c) Mileage reimbursement. Connie said the Agency's mileage reimbursement has been 45¢ per mile for a number of years and asked for approval to increase it to 50¢. The current IRS rate is 56¢. Commissioner Baughman stated the Agency's rate should follow the IRS rate.

MOTION: On a Shives/Sather motion - The Joint Board approves an increase in the Agency's mileage reimbursement to 56¢ effective immediately. Motion carried unanimously.

d) Update on IT project. Connie reported that Link continues to work on the IT transition. The Bedford office has been rewired and the new phone system is going on Wednesday. Once fully completed all Agency offices will be connected under one phone system.

ITEM 4 - Waiting list. There are 89 individuals on the waiting list for in-home services; 44 in Huntingdon, 38 in Bedford and 7 in Fulton. An additional 17 were receiving services, but providers do not have enough staff to fill the care plans. This is a statewide issue and Connie said only 1 of our providers is able to take new cases.

ITEM 5 - Senior Centers - a) Current operations. The full-time senior centers are open 5 days a week with activities. Attendance at the larger centers is 15-18 and the smaller centers 8-10 participants. Meals are once again being served for dining in, however, some people still like the grab & go. Also, persons under 60 can get a meal by paying the full cost of the meal. Connie is hoping to open the satellites within the next 2 months.

b) Statistics. Service statistics for FY20-21 were provided. There was an increase in home delivered meals during Covid. Frozen HDMs are delivered by our drivers weekly and must meet the 1/3 RDA. Commissioner Baughman asked about hot HDMs and Connie said at one time we did deliver hot meals, but distance limited service provision due to keeping meals at required temperatures. With frozen meals we can serve many more people.

ITEM 6 - Transportation - a) Ridership. The Agency provided 80,257 trips, pre-Covid, in FY18-19, 64,808 in FY19-20, and 42,045 in FY20-21. Trips are continuing to increase. A capital assistance grant for \$23,000 was also received to purchase new, upgraded Driver Tablets.

b) New vehicles. The Agency is awaiting arrival of 8 new vehicles. Due to the area's terrain, PennDOT approved the purchase of all-wheel drive vehicles with increased engine size. The new vehicles also have additional features, including safety vision cameras and automatic

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sanitizing systems. They are coming from Rohrer Bus at a cost of \$83,110 per vehicle and will be paid through a grant from PennDOT of \$664,880. Once the new vehicles arrive and are put into service, the Agency will sell 6 vehicles through sealed bid. Commissioner Walls asked about gas mileage for the all-wheel drive vehicles and Connie said this is yet to be determined. Commissioner Sather asked about Ecolane and Connie said the functionality is much better following additional training. Drivers have adapted and new drivers appear to like the system. It was noted that neither the Agency nor the Commissioners are getting complaints. Our quality assurance worker does regular phone surveys and consumer response has been positive. PennDOT has started monthly phone calls with their transit programs and this is beneficial.

ITEM 7 - Apprise. The state has rebranded Apprise to make it more recognizable as a Medicare counseling program. The new name is PAMedi (Pennsylvania Medicare Education and Decision Insight). The Agency is updating its website and information with the new logo.

ITEM 8 - Guardianship. Guardianships continue to grow. Connie said the Agency tried an outside entity in Bedford to take guardianships, but the court was not happy with their work. Guardianship is not specifically funded and the cost is covered through aging block grant funds. Commissioner Bunch asked if Cares money can be used and Sherry said it can.

ITEM 9 - Enrollment. The PA Association of Area Agencies on Aging (P4A) had submitted a bid for AAAs to do enrollment and were informed that the Department of Human Services is negotiating with Maximus. Assessment goes with enrollment, so if AAAs do not receive enrollment, the much needed fees they are generating by doing assessments will go away. After much work by the Aging Network, last Friday both houses of the General Assembly submitted letters in support of AAAs doing enrollment which was very favorable. P4A also submitted another protest letter and DHS accepted this as a new protest which will delay further negotiations with Maximus. The Advisory Council, through Prudence Harclerode and Brenda Gordon, is starting an advocacy effort by providing letters for participants at senior centers to send to our elected officials supporting AAAs doing enrollment.

ITEM 10 - Personnel report. The personnel change report was emailed earlier to the Commissioners. This report reflects several new hires since the last meeting in May.

MOTION: On a Walls/Baughman motion - The Joint Board of Commissioners enters into Executive Session.

Coming out of executive session, no action or further discussion was needed.

MOTION: On a Walls/Bunch motion - The Joint Board meeting of July 12, 2021 is adjourned.

Those in attendance included:

Commissioner Mark Sather	Huntingdon County
Commissioner Alan Frederick	Bedford County
Commissioner Barry Dallara	Bedford County
Commissioner Randy Bunch	Fulton County
Commissioner Paula Shives	Fulton County
Commissioner Deb Baughman	Bedford County
Commissioner Scott Walls	Huntingdon County
Sherry Kovach	Regional Cooperative
Cindy Harbaugh	AAA Staff
Connie Brode	AAA Staff