

Wyoming Senior Services Board Meeting Minutes
Friday, March 24, 2017 at 10AM
Casper Senior Center-Casper, WY

Present: Marge Myers, Chairman; Julie Collins; Lee Ann Stephenson; Bob Whitton; and Terry Hinkle, Acting Secretary; via teleconference Elouise Rossler; Representing the Department of Health: Lisa Osvold, Senior Administrator Aging Division; Eric McVicker, Chief Financial Officer; Kristin Roberts, Fiscal Manager of Division of Aging; Dirk Dijkstra, Aging Division CLS Manager and others; Guests: State Legislator Pat Sweeney

Call to Order: Chairman Marge Myers called the meeting to order at 10AM. The roll call was taken and a quorum was determined to be present. The new Deputy Director, Lisa Osvold, was introduced, along with Dirk Dijkstra from the Division of Aging and guest State Legislator Pat Sweeney.

Approval of Agenda: Upon a motion duly made, seconded and unanimously passed, the agenda was approved.

Approval of Minutes: Upon a motion duly made, seconded and unanimously passed, the minutes of the October 20, 2016 were approved.

Financial Reports: Kristin Roberts, Fiscal Manager of the Aging Division, presented the FY 2016-2017 financial reports.

Emergency Grant Update: Bob Whitton reported that there were no requests for emergency grant funding at this time.

Approval of 2Q 2017 Quarterly Reports: Lee Ann Stephenson reported that all of her second quarter reports were in order, approved and had been mailed to the Division of Aging. Julie Collins reported that all of her quarterly reports were in order; Bob Whitton explained that all of his centers' quarterly reports were approved, although the Eppson Center report approval was contingent upon getting the required signatures. Elouise Rossler reported that all of her centers' reports were approved. Josephine Ferguson was not present but she had previously sent her approved reports in to the Division of Aging. Terry Hinkle reported that all of his centers' reports were approved as well. Marge Myers recommended approval of her centers and had previously sent them to the Aging Division from Lincoln. A motion was made and seconded to approve all submitted 2Q 2017 reports, with Eppson's report pending signatures. The motion was unanimously passed and the reports were turned over to Lisa Osvold, Deputy Director of the Dept. of Health.

Grant Revisions: Grant revisions were presented by the appropriate board members for Kemmerer Senior Center, Powell Senior Citizens Center, Young at Heart, Wyoming Senior Citizens, Inc., Campbell County Senior Center, Carbon County Senior Services and Services for Seniors of Wheatland. A motion was made, seconded and unanimously approved to accept the revisions as presented.

FY 2018 Budget Review: Kristin Roberts presented the July 1, 2017-June 30, 2018 (FY 2018) budget proposed for all of the senior centers including the \$30,000 basic grant funding and formula funding. The board discussed the eligibility of Wyoming Legal Aid for WSSB funding. Lee Ann and Terry questioned its eligibility and were concerned about the taking of funding from centers that provided primarily nutritional services to seniors. Some project directors also questioned the program's eligibility. The financial impact of adding Wyoming Legal Aid to the WSSB funding program would be approximately \$100,000. Chairman Marge Myers cited Wyoming Statute 9-2-1214 as the basis for the approval of funding for this program. Marge indicated that the decision could not be delayed; a motion was made and seconded to approve adding Wyoming Legal Aid to the WSSB funding program. The motion passed by a vote of 3-2.

FY 2018 Grant Applications: The format of the FY 2018 grant application was reviewed by the board. A schedule for the submission of FY 2018 grant applications, as well as 3Q 2017 quarterly reports, to WSSB representatives was discussed.

Report from WASPD: Ann Rossi, president of the senior project directors, presented an update on the most recent Wyoming legislative session.

Report from Aging Division: Lisa Osvold, the new Senior Administrator for CLS-Aging Division, reported that she is working to expedite payments to providers, which has been a problem for the current contract year.

Old Business: The board discussed the significant problems that senior centers had with the monthly reporting and the monthly reimbursement after invoicing system that had been implemented in the 2016-2017 FY under new contract language.

Terry suggested returning to the quarterly reporting system and the two payment formula funding reimbursement system that had been in place in prior years. Instead of revising the proposed FY 2018 contract that had been circulated to the board, Terry proposed reinstating the language of the 2014-2015 contract for clarity.

The board's consensus was that WSSB should return to quarterly reporting and the previous payment system as reflected in the older contract language. A motion was made to return to quarterly reporting and to the two payment system for formula grant funding, as reflected in the 2014-2015 contract format. (Basic grant funding has always been up front.) This was seconded and unanimously approved.

The specific problem experienced by the Young at Heart Center, i.e. getting its insurance premium money up front, was presented by Ryan Rust. Kristin Roberts suggested how the problem might be resolved.

The status of the revised WSSB rules that had been voted upon in 2016 was questioned. Lisa indicated that they were awaiting the Governor's signature.

The board asked when the WSSB information would be restored to the Department of Health website. Lisa agreed that the Aging Division was statutorily required to provide technical

assistance to the WSSB and that Heather Welch, the website technician, would build the WSSB website.

New Business: Eric McVickers, Chief Financial Officer of the Wyoming Department of Health, indicated that the Eppson Center repayment would be made as a lump sum. He concurred that the WSSB was allowed to carryover unspent funds; however, because this repayment had not been footnoted in the current year's budget, it would revert back to the general fund. Future repayments, if properly footnoted, and unspent funds can be used as carryover funds for the WSSB as provided for in the Wyoming statutes.

Election of Officers: Terry made a motion to re-elect Marge as chairperson and Elouise as the vice chairman of the WSSB. Lee Ann seconded the motion and it unanimously passed.

Respectfully submitted,



Terry Hinkle
Acting Secretary

Marge Myers, Chair 4/21/17 - minutes approved