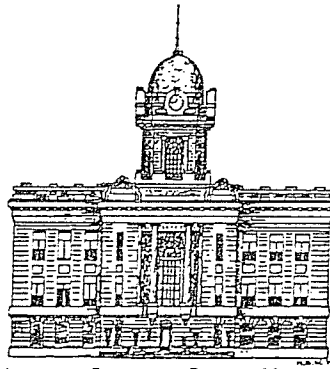


# Jasper County, Iowa

Joe Brock

Denny Carpenter

Dennis Stevenson



Board of Supervisors

Courthouse

PO Box 944

Newton IA 50208

Phone 641-792-7016

Fax 641-792-1053

## JASPER COUNTY BOARD OF SUPERVISORS AGENDA

[www.co.jasper.ia.us](http://www.co.jasper.ia.us)

November 17, 2015

9:30 a.m.

- Item 1      **Elderly Nutrition – Kelli Van Manen**
  - a) Aging Resources Funding Application
- Item 2      **Approval of Board of Supervisors minutes for 11/10/15**
- Item 3      **Jasper County Care Facility Demolition**
- Item 4      **Board Appointments**

**PUBLIC INPUT & COMMENTS**

**AGING RESOURCES OF CENTRAL IOWA**

5835 Grand Avenue, Suite 106, Des Moines, Iowa 50312-1444 Phone: (515) 255-1310

**APPLICATION FOR FUNDING**

CONTRACT PERIOD: July 1, 2016 through June 30, 2018

**A. COVER PAGE**

APPLICANT:		FUNDS REQUESTED:	
Name:	Jasper County Elderly Nutrition	SERVICE 1:	\$
Address:	2401 1st Ave E		\$ 45,000
	Newton, Iowa 50208	SERVICE 2:	
Phone:	641-792-7102		\$ 70,000
Toll Free:	866-942-7102	TOTAL REQUESTED:	\$ 115,000
E-Mails:	kvanmanen@co.jasper.ia.us	AREA TO BE SERVED:	

<b>Kelli Van Manen</b>	<b>Denny Carpenter</b>
<b>Applicant Project Manager (Typed)</b>	<b>Authorized Official (Typed)</b>

**CERTIFICATION:**

I hereby affirm that:

Funds awarded as a result of this application will be expended for the purposes set forth herein. Services described in this application shall begin on July 1, 2016 and shall continue until June 30, 2018 subject to the availability of funding and Area Agency approval. Such services will be provided and funds will be used in accordance with all applicable laws, regulations, rules, and procedures of the state, the federal government and the contract conditions of the agreement with Aging Resources.

This application has been developed in accordance with applicable laws and regulations and is submitted to Aging Resources for review and approval, disapproval, or approval with conditions. If approved, this application will be incorporated into the contractual agreement between this agency and Aging Resources.

This application consists of:

- (1) this cover page
- (2) proposed revenue and expenditure budget information (For FY 2017 and 2018)
- (3) units of service/client targeting projections (FY 2017 and 2018)
- (4) project narrative

The information in this application is accurate, to the best of my knowledge. The applicant has the resources to meet the goals and objectives included in this application for the amount of Aging Resources' funds requested.

<b>Applicant's Project Manager's Signature</b>	<b>Applicant's Authorized Official's Signature</b>
Date:	Date:
PAGE 1      Attest: <i>-continued-</i>	

## FY17 PROPOSED REVENUE BUDGET

Jasper County Elderly Nutrition		TOTAL AGENCY (SERVICE) BUDGET	AGING RESOURCES REQUEST & MATCHING FUNDS (60+ SERVICES)
2401 1st Ave E			
Newton, Iowa 50208			
Service 1:	Service 2:		
-	-		
1. Aging Resources Request <b>Service 1:</b>		\$ 45,000	\$ 45,000
2. Aging Resources Request <b>Service 2:</b>		\$ 70,000	\$ 70,000
3. Other Federal (LIST) <span style="float: right;">*For nutrition services, include NSIP Cash: \$.65/meal</span>			
NSIP Cash		\$ 44,200	\$ 44,200
		\$ -	\$ -
		\$ -	\$ -
4. Other State (LIST)			
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
5. Elderly Waiver, Ill & Handicap, etc. Funds		\$ 55,000	\$ 55,000
6. Local Public Funds (LIST)			
County Government		\$ 227,312	\$ 227,312
City Government		\$ -	\$ -
Other Local Public Funding:		\$ -	\$ -
		\$ -	\$ -
7. Other Local Cash (LIST)			
		\$ 5,000	\$ 5,000
		\$ -	\$ -
8. Project Income			
Client Contributions <b>Service 1</b>		\$ 38,000	\$ 38,000
Client Contributions <b>Service 2</b>		\$ 77,000	\$ 77,000
<b>TOTAL PROPOSED REVENUES</b>		<b>\$ 561,512</b>	<b>\$ 561,512</b>
<b>THESE TWO (2) TOTALS MUST EQUAL THE TOTALS ON THE EXPENDITURE BUDGET PAGE</b>			

**FY17 PROPOSED EXPENDITURE BUDGET**

Jasper County Elderly Nutrition		TOTAL AGENCY (SERVICE) BUDGET	AGING RESOURCES REQUEST & MATCHING FUNDS (60+ SERVICES)
2401 1st Ave E			
Newton, Iowa 50208			
Service 1:	Service 2:		
-	-		
<b>1. Personnel and Fringes</b>		\$ 329,112	\$ 329,112
<b>2. Premise Expenses</b>		\$ 5,400	\$ 5,400
<b>3. Travel, Meetings, and Training</b>		\$ 44,000	\$ 44,000
<b>4. Equipment (List only items over \$500 each)</b>			
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
<b>5. Supplies</b>		\$ 1,000	\$ 1,000
<b>6. Contractual</b>			
Skiff Medical Center		\$ 6,000	\$ 6,000
		\$ -	\$ -
		\$ -	\$ -
<b>7. Food Cost (Nutrition Services Only)</b>		\$ 175,000	\$ 175,000
<b>8. Other Costs (LIST)</b>			
Postage & Mailing		\$ 200	\$ 200
Repair/Main-Office/Computer Equipment		\$ 750	\$ 750
Publications/Notices/Advertisements		\$ 50	\$ 50
<b>9. Indirect Costs</b>			
Project Administrative Expenses		\$ -	\$ -
Indirect Costs are this % of Total Budget			0%
Indirect Costs are this % of Aging Resources Total Budget			0%
<b>TOTAL PROPOSED EXPENDITURES</b>		\$ 561,512	\$ 561,512
<b>THESE TWO (2) TOTALS MUST EQUAL THE TOTALS ON THE REVENUE BUDGET PAGE</b>			
<b>PAGE 3</b>			

**SPECIFICATION OF UNITS OF SERVICE**  
(Complete for Nutrition Services Only)

Jasper County Elderly Nutrition		SERVICE 1:	SERVICE 2:	Elderly/Other	TOTALS
2401 1st Ave E		0	0	Waiver Meals	
Newton, Iowa 50208					
<b>1. Aging Resources' Funds Requested:</b>	\$ 45,000	\$ 70,000	N/A	\$ 115,000	
<b>2. Matching Funds for Grant Award:</b>	\$ 129,489	\$ 317,023	N/A	\$ 446,512	
<b>TOTAL BUDGETED FUNDING:</b>	\$ 174,489	\$ 387,023	N/A	\$ 561,512	
<b>3. Meals to be Provided:</b>	20,000	48,000	8,400	76,400	
Ineligible Meals *Congregate Only	100	-	N/A	100	
<b>Totals</b>	20,100	48,000	8,400	76,500	
<b>4. NSIP Cash Allocated on Eligible Meals (Include on Page 2: RevBudget)</b>					
<b>NSIP Eligible Meals @ \$.65/meal:</b>	\$ 13,000.00	\$ 31,200.00	N/A	\$ 44,200.00	
<b>5. Cost Per Meal:</b>	\$ 8.72	\$ 8.06	N/A	\$ 7.35	
<b>Cost Per Client:</b>	\$ 724.02	\$ 552.10	N/A	\$ 580.67	
<b>6. Clients to Be Served:</b>					
60+ Persons to be Served	241	701	25	967	
60+ Low Income	105	333	25	463	
60+ Minority	3	7	1	11	
60+ Low Income Minority	2	5	1	8	
60+ Rural	84	244	5	333	
75+	146	449	4	599	
<b>7. Nutrition Education/Nutrition Counseling Units:</b>					
# Nutrition Edu. Sessions *Congregate Only	1,000	-	N/A	1,000	
# Nutrition Edu. Clients *Congregate Only	240	-	N/A	240	
# Nutrition Counseling Units to be Provided	-	-	N/A	-	
# Nutrition Counseling Clients Served	-	-	N/A	-	

**AGENCY NAME: Jasper County Elderly Nutrition**

## **APPLICATION NARRATIVE**

**Please see instructions (pages 10-12 of the application packet) for more details on each narrative question.**

### **1. Background:**

A. Tax ID #: 42 6005041

B. Attach a copy of your Form 990 (if you are required to file this form with the Internal Revenue Service).

C. Attach a copy of your agency's Mission Statement.

No formal mission statement has been adopted. All our information says "Providing Congregate and Home Delivered Meals in Jasper County."

D. Type of organization:

- Non-Profit
- For-Profit
- Governmental
- Other:

E. How long have you been providing the service you are proposing? 39 Years

F. Attach a copy of your organizational chart.

G. For new applicants only, provide a brief description of your agency and its services, using the text box below. Please also submit a complete copy of your latest audit report if applicable. Limit 1,200 Characters.

N/A

## Agency Capacity for Delivering the Proposed Service(s)

### 2. Funding & Community Support

Given the limits of federal and state funding, how has your organization obtained local financial and community support for your service(s)? Limit 1,500 Characters. **(10 Points)**

Jasper County has a strong history of supporting its' Elderly Nutrition program. In the last 5 1/2 years we have never turned down an eligible client due to budget restraint. It is very important that our program work to keep the budget in line as we are accountable to Jasper county tax payers. We do a couple of fundraisers each year, but the amount of money brought in is not significant in comparison to our budget. It does however, help us connect with the community. We do have a strong group of volunteers that help us deliver some of our Monday-Friday meals and all of our weekend meals. At all three sites we use volunteers in different capacities. In addition, we have volunteers who deliver meals for us on Thanksgiving Day and Christmas Day.

### 3. Targeting Populations

Describe specific efforts you will make to increase usage of your agency service(s) by:

a) Geographically-isolated clients. Limit 1,000 Characters. **(5 Points)**

At this time, we deliver to all eligible clients regardless of their location within Jasper County. This does add additional mileage cost to our program but if the need is there, we will deliver to them. We work with HIRTA to arrange transportation to the congregate sites if that is the best option for the client. Our routes are designed so we do as little backtracking as possible. 35 % of our clients are rural. Based on that number, we are doing a good job reaching our geographically-isolated clients.

**b) Minority older adults. Limit 1,000 Characters. (5 Points)**

Jasper County does not have a large minority population. Only 1 % of the elderly population is minority. Of the clients we serve, 1 % are minority. We do serve 4 % of the older minority adults in Jasper County. It is difficult to increase the usage of our program by minorities without also including all older adults.

**c) Low-income elders. Limit 1,000 Characters. (5 Points)**

We work cooperatively with the services that provide for low income seniors. We do this by distributing fliers and brochures. We offer programs at the meal sites on services for low income seniors. We actively partner with case management, home health aides, doctors, and hospital social worker, the Salvation Army, RRACAP, as well as other professionals to let them know about our meal services and how it can help seniors remain in their own homes. We provide education on the SNAP program and we are a clearing house for the Senior Farmer Market program. In addition, our daily menu is announced on the local radio station daily at no charge. In Jasper County 16% of the 60 plus seniors are below poverty. 48% of the clients we serve are low income.



#### 4. Service Monitoring & Client Satisfaction

Describe your organization's method of:

a) Monitoring the service you provide. Limit 1,200 Characters. **(5 points)**

Daily contact is made with all clients that receive meals through our program. We do not just leave meals at someones door without having a conversation with them and making sure they are ok. Once drivers return to their site, they check in with the site manager to report any concerns they may have. We follow up with any client not home (who didn't call us to cancel). We first call the client's phone (just in case they were still asleep or in the bathroom). If we don't reach them, we call their emergency contacts so that they can follow up and check on them. On occasion, we have had to call the police to do a wellness check as we were not able to make contact with the client or an emergency contact. We will go back to a home to deliver a meal if the person is home if they driver is still out on their route. At the sites, each has a site manager who is there during the meal to answer any questions and to monitor the program.

b) Obtaining client satisfaction feedback. Limit 1,200 Characters. **(5 points)**

We do a client satisfaction survey each year with both the congregate and home delivered clients. These surveys are given out by the site managers and the meal deliverers. The home delivered client can mail them back or give them to their driver. All can remain anonymous if they wish. We encourage clients to share their concerns with us on an ongoing basis. This happens by having good communication and letting the clients know that we do care about their concerns.

c) What has your agency done in the last year to address issues found in monitoring or through client feedback? Limit 1,200 Characters. **(5 Points)**

We have changed our trays to a disposable tray. We also have passed along menu suggestions to Kate when clients suggest items for the menu. We've also included those suggestions on our cook's choice days. Many of the suggestions are based on personal preference, which makes it difficult to accommodate. When suggestions are made for entertainment ideas and/or guest speakers, we try to follow up and invite those people. If a client shares a concern with a driver or site manager, they are encouraged to call the office to talk about it. We want our clients to feel like they have a voice in our program; although we can't always make the changes they would like to see due to many factors.

d) Please provide a copy of the results of your most recent client satisfaction survey. **(5 Points)**

##### **5. Changes in Service**

Describe any future plans for expansion or anticipated change in service delivery. Limit 1,200 Characters. **(5 Points)**

At this time there are no plans for expansion or change in service delivery. We currently provide home delivered meals to all eligible seniors regardless of where they live in the county. We have three congregate site; Newton, Colfax, and Monroe. We do not receive calls from the other small communities indicating that they would support a site in their community. Based on the small numbers that come to Colfax and Monroe, it is not likely that we could open another site that would draw more than 15 clients per day. With the HIRTA bus available to transport people to the sites, anyone in a town without a site could come to Newton, Colfax or Monroe. This does not happen very often, but does happen on occasion.

## 6. Project Income

Explain how your agency will encourage clients to make voluntary contributions. Limit 1,200 characters. **(10 Points)**

All clients are given an opportunity and encouraged to give a donation for their meals. At the sites a donation box is provided so that clients can give their donation in private. A suggested donation by income flier is posted at all sites to help them determine how much to give. A monthly average donation per meal is posted at all three sites. All home delivered clients receive self addressed envelopes each month along with a letter that states how many meals they had the previous month and the value of the meals. All donations from home delivered clients must be mailed in per the State Auditors requirements. Our donations per meal is low. It is difficult to get people to donate more because of the way the program is set up. We communicate throughout the year in letters and newsletters encouraging clients to give what they can afford, but we don't see much change. All donations are used to support the program. Our project income is dependent on donations from clients, Jasper County Tax payers, writing grants; and having fund raisers in addition to the funds received from Aging Resources.

## 7. Success Stories

Provide an example of a success story illustrating how your service assisted a client to remain independent. Limit 1,500 Characters. **(10 Points)**

Bev T. has attended a Congregate site for 18 years. First in Colfax and then Newton after she moved. She comes regularly and always works on a puzzle and visits with Rose (our volunteer greeter/music coordinator) along with others. She enjoys when we have speakers or programs; her favorite being the Matter of Balance classes. She also enjoys how friendly everyone is. On two occasions over the last two years, Bev has fallen. The first time she fell, she broke her right arm. She was at our site and because we had her contact information (although she always carries it with her and believes everyone should) we were able to contact her daughter to meet her at the hospital. The second time, she fell and broke her hip while in Des Moines. During both of her recoveries, she was not able to attend the congregare site. Once home from the hospital/rehab, she did receive our home delivered meals until she regained her strength. Not every client we serve is able to return when their health declines or they have a fall. Some start out at the congregare sites and then over time as their mobility and needs change, they have meals delivered to their home. What makes Bev's story a success is that she was able to recover to a point both times that allowed her to return to her daily routines. Bev says that if she didn't eat our meals, she wouldn't get the fruits and vegetables in her diet like she should.

Tuesday, November 10, 2015 the Jasper County Board of Supervisors met in regular session at 9:30 a.m. with Supervisors Carpenter, Brock & Stevenson present and accounted for; Chairman Carpenter presiding.

Motion by Stevenson, seconded by Brock to amend the agenda to include the quote opening for the cement project at the Jasper County Courthouse West entrance.

YEA: BROCK, STEVENSON, CARPENTER

Iowa Department of Human Services Business Manager, Irene Holzwarth introduced herself to the Board of Supervisors. Holzwarth's involvement in the local DHS office will include hiring and business operations.

Sanitarian Kevin Lueters presented to the Supervisors a construction evaluation resolution relating to the construction confinement feeding operation structures. Only counties that have adopted a construction evaluation resolution can submit to the DNR an adopted recommendation to approve or disapprove a construction permit application for a proposed confinement feeding operation structure.

Motion by Brock, seconded by Stevenson to adopt Resolution 15-47 approving construction evaluation procedures for confinement feeding operation structures.

YEA: STEVENSON, BROCK, CARPENTER

Bob O'Brien Thunder Nights president was before the Board to request the use of the Courthouse lawn for 2016 Thunder Nights events.

Motion by Stevenson, seconded by Brock to approve the use of the Courthouse lawn for the Thunder Nights events that begin in May and run through September of 2016.

YEA: BROCK, STEVENSON, CARPENTER

Landowner Kathy Holdefer, a Jasper County landowner, a representative of Iowa Citizens for Community Improvement and others appeared before the Board of Supervisors to voice their concerns over the proposed Bakken pipeline that would run through Jasper County and to ask that the Supervisors adopt a resolution opposing the oil pipeline project. Representatives of Laborers International and the International Union of Operating Engineers Local 234 asked the Board not to adopt the resolution.

The proposed resolution opposing the Bakken Pipeline Project died for a lack of a motion.

Motion by Stevenson, seconded by Brock to approve Board of Supervisors minutes for November 3, 2015.

YEA: BROCK, STEVENSON, CARPENTER

No new information was available concerning the Jasper County Care Facility demolition project.

Motion by Stevenson, seconded by Brock to appoint Jerry Gunderson to the Veteran's Affairs Board, replacing Randy Wagner. Gunderson's term runs through 06/30/2016.

YEA: BROCK, STEVENSON, CARPENTER

Buildings and Grounds Director Adam Sparks present three quotes to the Supervisors for the cement project at the Jasper County Courthouse West entrance and they are as follows:

Carl Peters	\$56,357
Tricrete Construction	\$27,892
Caliber Concrete	\$36,428

Motion by Stevenson, seconded by Brock to approve the quote from Tricrete Construction for the amount of \$27,892 to do the Courthouse West Entrance project.

YEA: CARPENTER, BROCK, STEVENSON

Motion by Brock, seconded by Stevenson to adjourn the Tuesday, November 10, 2015 meeting of the Jasper County Board of Supervisors.

YEA: BROCK, STEVENSON, CARPENTER

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Dennis K. Parrott, Auditor

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Denny Carpenter, Chairman