

# LONG TERM CARE AUTHORITY OF ENID

## AREA AGENCY ON AGING

### Regular Scheduled Meeting

February 19, 2020

11:00 a.m.

202 W. Broadway, Suite A, Enid, OK

- I. **Call to Order** **Chairman Hoosier**
- II. **Approval of Minutes** - November 20, 2019 minutes
- III. **Committee Reports**
  - A. Budget
    - 1. Monthly Financial Report - January 2020
    - 2. FY19 Audit Report
    - 3. Older Americans Act Funds/Budget FY21
  - B. Strategic Planning
    - 1. ADvantage
      - a. ADvantage Provider Applications
    - 2. Older Americans Act
      - a. Request For Proposals - Process/Funds Available to Grantees
      - Request For Proposals Timeline
  - C. Board of Trustee Business
    - 1. Board of Trustee Officer Election
- IV. **Executive Director Report**
- V. **Adjourn**

**Long Term Care Authority of Enid**  
**Regular Scheduled Meeting**  
**November 20, 2019**  
**11:00 a.m.**  
**202 West Broadway, Suite A**  
**Enid, OK**

Adherence to Oklahoma Open Meeting Act.

A copy of the Agenda of the Regular Scheduled meeting was mailed to all Trustees prior to the meeting. The original Agenda was filed for posting with the City Clerk of the City of Enid, Oklahoma 73701, prior to November 19, 2019, at 11:00a.m. Copies of the Agenda were posted at the meeting site.

**Trustees Present**

**Nicki Carlsten**  
**Patty Harkin**  
**James Crabbs**  
**Janet Cordell**

**Trustees Absent**

**Ben Ezzell**  
**Charles Hoosier**

**I. Call to Order**

Meeting was called to order by Vice - Chairman James Crabbs at 11:00 a.m.

**II. Approval of Minutes**

Motion to accept November 2019 meeting minutes as presented was made by Carlsten, second by Cordell. All present voted yes.

**III. Committee reports**

**A. Budget**

**1. Monthly financial report- October 2019**

Director Stubblefield presented a copy of the LTCA of Enid' s October 2019 combined programs financial report with FY20 Budget and FY20 YTD expenditures. Copies were available for Trustee review. Stubblefield reported that total expenditures are at 25% for 4 months of contract period, with expectation of expending all allocated funding thru June 2020 on all contracts. A motion to accept the LTCA of Enid's October 2019 combined programs financial report as presented was made by Harkin, second by Cordell. All present voted yes

**2. FY19 Audit Update**

Director Stubblefield reported that Auditor, Ralph Osborn, CPA Bristow, OK has scheduled on-site audit activities for December 5, 2019. Aging Services contract requires annual audit be submitted by December 1<sup>st</sup> following close of contract year, therefore LTCA of Enid has requested an extension for January 30, 2020, which has been approved.

## **B. Strategic Planning**

### **1. ADvantage**

#### **A. Provider Applications**

Director Stubblefield informed Trustees that she facilitated the ADvantage Public Provider meeting held November 14, 2019 in Tulsa, OK. Approximately 22 provider agencies were in attendance. ADvantage Provider applications must be postmarked by December 10, 2019. Other ADvantage activities include continued Annual Financial monitoring reviews as well as Quarterly Financial monitoring reviews.

#### **B. Older American Act**

Director Stubblefield informed Trustees of an annual assessment of the Obmudsman program. The Office of State Long Term Care Ombudsman, Aging Services conducted an on-site Ombudsman program annual assessment on June 27, 2019. LTCA of Enid AAA received annual assessment results in which the State Ombudsman office notified LTCA of Enid AAA of the continued designation of Julie Torson and David Huff as representatives of the State Long Term Care Ombudsman program.

#### **C. Board of Trustee Business**

Director Stubblefield presented the following dates for 2020 meeting dates; February 19, 2020, May 29, 2020, September 16, 2020, and November 18, 2020. A motion was made by Harkin to accept meeting dates as presented, second by Carlsten. All present voted yes.

## **IV Executive Director Report**

None

## **IV. Adjourn**

A motion to adjourn was made by Cordell, second by Carlsten. All present voted yes. Next meeting is scheduled for February 19, 2020.