



**Board of Directors Meeting January 11, 2024; 10:00 AM**  
**Jayhawk Area Agency on Aging, Inc., 2910 SW Topeka Blvd, Topeka, KS**

**Board Members Present:** Robert Byers, Larry Hill, Jason Pickerell, and Jared Holroyd.

**Board Members via zoom:** Heidi Pickerell

**Staff Members Present:** Susan Harris, Lexi Erwin and Sharon Wright.

**Board Members Absent:** Ernest Dyer

1. **Call to Order:** The meeting was called to order at 10:05 a.m. by the Chair of the Board.
2. **Adoption of December Agenda:** A **motion** was made to adopt the January agenda. (Holroyd/Hill) All in favor. Motion carried.
3. **Approval of December Minutes:** A **motion** was made to approve the December minutes as presented. (Hill/Holroyd) All in favor. Motion carried.
4. **Standing Reports**
  - a. **Advisory Council Report:** A waitlist has started for SCA and OAA in-home services. Staff is working on suggestions for prioritizing the waitlist and revising the waitlist policies. Staff is working on more CHAMPSS locations. There is a possible new location in Jefferson County. The next focus will be on the eastern side of Shawnee County. The Advisory Council is scheduling listening sessions for FY 2025 services. Requests for proposals will be going out soon.
  - b. **Executive Director Report:** Written report was reviewed. The per assessment rate for CARE will be changing in July. AAA's should begin receiving ADRC Administrative funding sometime this fiscal year.
  - c. **Fiscal Report for November:** November finance report was reviewed. A **motion** was made to approve the November financial report. (Hill/J. Pickerell) All in favor. Motion carried.
  - d. **Strategic Plan:** The Advisory Council/Board of Directors membership profile has been revised to be the Advisory Council/Board of Directors Application.
5. **Committee Reports:** No reports.
6. **Old Business:** No report.
7. **New Business**
  - a. **I.T. Services:** In-house I.T. issues continue to be an issue and take up a lot of time for the Fiscal Manager and Administrative & Fiscal Assistant. There was discussion on the ongoing frustration with the current managed I.T. company. Discussion was held regarding the potential hiring of an I.T./Facilities staff person in order to get these duties off of the Fiscal department. After discussion, it was suggested staff look at what they need and the potential costs.
8. **Announcements:** Discussion was held and decision made to continue meeting in Perry.

**9. Public Comment:** None.

**10. Adjournment:** A motion was made to adjourn the meeting at 11:07 a.m. (Holroyd/Hill) All in favor. Motion carried.

Signed by:

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Jared Holroyd, Secretary  
JAAA Board of Directors