

IDAHO COMMISSION ON AGING
BOARD OF COMMISSIONERS MEETING MINUTES
Thursday, May 10, 2018
BOISE, IDAHO

Commissioner Members: Chair Pankey, Commissioner Magera, Commissioner Elfering, Commissioner Reiland, Commissioner Brown, Commissioner Watson

Excused: Commissioner Maestas

ICOA Staff: Kevin Bittner, Pam Oliason, Vicki Yanzuk, Deedra Hunt, Bettina Briscoe, Jenny Hill, Birgit Luebeck, Susan Bradley, Erin Olsen, Tami Cirerol, Scott Carpenter

I4A Members: Director English, Director Zorens, Director Enriquez, Director McCampbell, Director Hirschi, Director Nield

Open and Welcome Quorum – Chair Pankey

- Chair Pankey called Board of Commissioners meeting to order at 9:00AM.
- Approved February 2018 minutes.
- Approved Agenda.
- Read Public Employee Recognition Week Proclamation from the Office of the Governor.
- Read the Older American's Month Proclamation signed by Governor Otter.
- Questions and discussion followed.

Administrative Services Manager Report – Kevin Bittner

- Presented on fiscal fundamentals. *Handout provided.
- Reviewed State Plan progress.
- Reviewed Strategic Plan progress.
- ✓ Chair Pankey requested a document from ICOA for the Commissioners that describes what documents/reports are sent out, to whom they are sent out to, when they are required to be sent out and the purpose of each document/report.
- Questions and discussion followed.

Fiscal Report – Kevin Bittner

- Reviewed year-to-date budgets for each AAA.
- ✓ Kevin will email AAA Directors the updated AAA budgets.
- Reviewed AAA SFY19 budgets.

- ✓ Kevin will email AAA Directors the AAA SFY19 budget worksheets.
- ✓ Performance Based Contracts are under legal review at the Office of the Attorney General currently and when returned to ICOA will be sent out to the AAAs to review and sign.
- Talked about the development of the IFF/funding parameters.
- Reviewed the 3 funding allocation options. These options will be discussed further.
- > **Option 1:** Must follow federal allocation guidelines. In addition use current funding parameter methodology.
- > **Option 2:** Must follow federal allocation guidelines. Allocate at a minimum 55% to contracted services.
- > **Option 3:** Must follow federal allocation guidelines.
- Questions and discussion followed.

Certificate Presentation

- Chair Pankey presented Commissioner Brown with a Certificate of Appreciation for his 4 years of service.

Education – Birgit Luebeck

- Presented on the following Nutrition Programs: Congregate Meals, Home Delivered Meals and the Nutrition Services Incentive Program. *Handout provided.
- ✓ Birgit will look into the decline in Baby Boomer attendance at senior centers.
- Questions and discussion followed.

Commissioners' Reports – Commissioners

- Discussed reports and events in their areas.
- Questions and discussion followed each Commissioner's report.

Older Americans Month Banner Pictures

- ICOA took pictures with the Commissioners and Directors holding the Older American's Month banner.

Area Reports – Directors

- Discussed reports and events in their areas.
- Touched on Nutrition Programs in their areas.
- ✓ Birgit requested the AAAs send her the new dietitian information.
- ✓ Chair Pankey asked that ICOA look into case management at the AAAs.
- Questions and discussion followed each Area report.

I4A & N4A Report – Susanne McCampbell

- Highlighted topics from the May 9, 2018 I4A meeting.
- Susan requested time be set aside at some point with the Commissioners and ICOA staff to discuss looking into additional funding sources for various aging issues.
- Questions and Discussion followed.

Other Business

- Meeting adjourned at 2:32PM.