

IDAHO COMMISSION ON AGING
BOARD OF COMMISSIONERS MEETING MINUTES
Thursday, November 15, 2018
BOISE, IDAHO

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

Excused:

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

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

Open and Welcome Quorum – Chair Pankey

- Chair Pankey called Board of Commissioners meeting to order at 9:00AM.
- Motion was made and carried to approve August 16, 2018 minutes.
- Motion was made and carried to approve November 15, 2018 Agenda.
- Chair Pankey introduced, Dean Nielson, the new Commissioner for Area 6.
- Approved proposed 2019 Board of Commissioners meeting dates:
 - February 21, 2019 – Vice Chair Elfering will chair this meeting in Chair Pankey’s absence.
 - May 16, 2019
 - August 15, 2019
 - November 21, 2019
- Questions and discussion followed.

Administrators Report – Judy Taylor

- Acknowledged the ICOA staff, commissioners, and AAA Directors for the amazing work that is being done by all.
- Reviewed Strategic Plan Year 1 focusing on:
 - Concerns regarding the opioid crisis
 - Supporting self-determination through supportive decision making
- Thanked Chair Pankey for helping to facilitate the Regence Foundation Donation and shared on how the donation is being used.
 - Area 2 – 520 hours of in-home services
 - Area 5 – 1600 home delivered meals

- Area 6 – Created a loan closet for incontinence products
- Discussed early 2019 plans.
 - Proposed legislation has advanced to the body that will give it a RS (routing slip)
 - All Administrators were asked to reapply for their position through the Governor-elect’s interim website - govelect.idaho.gov
- Questions and discussion followed.

Administrative Services Manager Report – Kevin Bittner

- Reviewed the State Plan Implementation (2016 – 2020).
 - Goals of Aging Services:
 - State Code: Legislative Intent
 - Cost of Institutionalization
 - State’s Medicaid Share of Costs
 - Goal for the current year is to have each AAA register all clients for congregate meals
 - Benchmarks for current State Plan
 - Increase service to “At Risk” clients
- Reviewed the State Plan Development (2020 – 2024).
 - Intrastate Funding Formula Development
 - Methodology Change
 - Planning & Implementation Timeline
 - Sub-Committees Participation
 - Planning & Service Area Boundaries
 - Change to the current Funding Parameters
- ✓ *Kevin will contact the Commissioners, Directors and ICOA staff about the finalized sub-committees and then set dates for meetings.*
 - **Funding Formula Committee**
 - Dave Pankey – Chair
 - Lorraine Elfering
 - Suzanne McCampbell
 - Raul Enriquez
 - **Area Boundaries PSAs Committee**
 - Victor Watson – Chair
 - Chris Magera
 - Suzanne McCampbell
 - Dan English
 - **Funding Parameters Committee**
 - Dean Nielson – Chair
 - Deb Reiland
 - Morgan Nield
 - Suzanne McCampbell

- Overviewed Case Management.
- Questions and discussion followed.

Funding Parameter Recommendations – Directors

- Discussed the following issues:
 - Increasing carryforwards
 - Assumption that the budget parameters have greatly increased the amount of services that are now provided
 - Inability to address area needs identified locally
- I4A proposed the following changes:
 - Keep the requirement that there should be a budget for each of the service areas
 - Discontinue the maximum and minimum percentages for each of the services except for Administration and Legal Assistance which are a federal designation
 - The AAAs should budget each of these services based on the needs of their local areas
 - Set up a final review committee with one Commissioner, an ICOA representative and an I4A representative to review and report back in February

Fiscal Report – Katie Bennett

- Presented on AAA budget modification update.
 - Carryover with 3 new ACL awards resulted in budget modifications
 - There is a new spreadsheet to consolidate budget development and invoice templates
- Provided 1st quarter fiscal update.
 - Updated where each AAA stands with their budget after the 1st quarter
- Questions and discussion followed.

Education – Demonstration of ICOA’s New Website – Judy Taylor & Bettina Briscoe

- Presented the new website and gave an overview of all the new features.
- ✓ *Deedra will mail the mandatory reporting brochures regarding online reporting to the Area 5 Commissioner after they are printed with a target goal of January.*
- Questions and discussion followed.

Commissioners’ Reports – Commissioners

- Discussed reports and events in their areas.
- Each Commissioner shared highlights from their areas.
- Questions and discussion followed each Commissioner’s report.

Powerful Tools for Caregivers Presentation – Raul Enriquez

- Highlighted A3SSAs first year in utilizing the Powerful Tools for Caregivers Program (PTC).
- The future for the A3SSA PTC Project:
 - Certify two master trainers
 - Host a “Train the Trainer” workshop
 - Certify AAA staff as master trainers
 - Provide PTC classes to relatives as parents
 - Improve access to individuals with dementia
- Questions and discussion followed.

Area Reports – Directors

- Discussed reports and events in their areas.
- Each Director shared highlights from their areas.
- Questions and discussion followed each Area report.

I4A & N4A Report – Suzanne McCampbell

- Discussed the three sub-committees with Judy and Kevin.
- Touched on medication management issues.
- Discussed transitions from hospital to home to reduce readmissions to the hospital.

Other Business

- Meeting adjourned at 2:37PM.