

**IDAHO COMMISSION ON AGING  
BOARD OF COMMISSIONERS MEETING MINUTES  
Thursday, May 16, 2019  
BOISE, IDAHO**

**Commissioner Members:** Chair Pankey, Commissioner Magera, Commissioner Reiland,  
Commissioner Nielson

**Excused:** Vice-Chair Elfering

**ICOA Staff:** Judy Taylor, Kevin Bittner, Bettina Briscoe, Cathy Hart, Erin Olsen, Jenny Hill, Katie Bennett, Pam Oliason, Scott Carpenter, Susan Bradley, Vicki Yanzuk

**I4A Members:** Director English, Director Ulrey, Director Enriquez, Director McCampbell,  
Director Hirschi, Director Nield

**Guests:** Chris Martin, NIC

**Open and Welcome Quorum – Chair Pankey**

- Chair Pankey called Board of Commissioners meeting to order and established quorum at 9:00AM.
- \* Motion was made and carried to approve February 21, 2019 minutes.
- \* Motion was made and carried to approve May 16, 2019 agenda.
- Questions and discussion followed.

**Administrators Staff and Strategic Report – Judy Taylor**

- Acknowledged guest Chris Martin from North Idaho College, umbrella agency for Area 1.
- Announced new grant for Chronic Disease Self-Management program. ICOA and Area 3 will work on the 3 year, \$150,000 grant together.
- Announced ICOA agency move has been delayed for a year. Have been guided to ask for moving costs at next legislative session.
- Discussed ICOA staff reorganization and resignation of staff member Tami Cirerol.
- Reviewed formatting changes to ICOA Strategic Plan.
- Questions and discussion followed.

**Administrative Services Manager Report – Kevin Bittner**

- Discussed legislative intent regarding the Idaho Senior Services Act.
- Reviewed ICOA's program improvement plans.
- \* Discussed proposed carryover policy. Recommendation for Board consideration to approve carryover policy. Motion was made and carried to approve.
- \* Discussed proposed service delivery benchmarks. Recommendation for Board consideration to approve adding service improvement plans in Area Plans to address underperforming census demographic areas. Motion was made and carried to approve.
- \* Discussed proposed Intrastate Funding Formula (IFF). Recommendation for Board consideration to approve adding IFF scenario A methodology as an option to the State Plan for public input. Motion was made and carried to approve.
- \* Discussed proposed Planning and Service Area boundaries focusing on Scenarios 8 and 9. Scenario 8: Option for AAAs to work together through consolidating administration and other services with no allocation impact. Scenario 9: No change. Recommendation for Board consideration to approve adding scenarios 8 and 9 in State Plan for public input. Motion was made and carried to approve.
- Questions and discussion followed.

#### **Fiscal Report – Katie Bennett**

- Reviewed updated ICOA financial budget.
- Reviewed updated financial budgets for each AAA.
- ✓ Katie will send out her presentation, the updated FY19 budget sheets to the Directors of Areas 2, 3 and 4 demonstrating the budget adjustments and the new FY20 budget sheets.
- Questions and discussion followed.

#### **APS Implementation Grant Update – Judy Taylor**

- Presented on APS Enhancement and Training Development grant implementation.
- Announced new APS Expansion grant and reviewed Focused Care Coordination and new APS tools.
- ✓ Judy will send her presentation out to Commissioners and Directors.
- Questions and discussion followed.

#### **Rules & Code – Vicki Yanzuk**

- Reviewed ICOA code history.
- Reviewed the Red Tape Reduction Act.
- Discussed rule and code changes and processes that it took to make those changes.
- June 5<sup>th</sup> these rule changes will be available to review before it is made temporary rule July 1<sup>st</sup>. The full bulletin can be found on the Governor's website.
- Questions and discussion followed.

#### **Education – Self Determination – Judy Taylor**

- Watched educational video “Supported Decision Making in Idaho” featuring Jonathan Martinis.
- Bettina will send out the video links.
- Questions and discussion followed.

#### **Commissioners’ Reports – Commissioners**

- Discussed reports and events in their areas.
- Questions and discussion followed each Commissioner’s report.
- Chair Pankey shared the results of the annual ICOA Board Meeting Evaluation Survey.

#### **Area Reports – Directors**

- Discussed reports and events in their areas.
- Questions and discussion followed each Area report.

#### **I4A & N4A Report – Suzanne McCampbell**

- Zeke and Raul have taken over strategic planning for I4A.
- ✓ I4A will be requesting an N4A representative to speak at a future meeting.
- Questions and discussion followed.

#### **Other Business**

- Meeting adjourned at 3:24PM.