IDAHO COMMISSION ON AGING
BOARD OF COMMISSIONERS MEETING MINUTES
Thursday, August 15, 2019
BOISE, IDAHO

Commissioner Members: Vice-Chair Elfering, Commissioner Magera, Commissioner Reiland, Commissioner Nielson

Excused: Chair Pankey

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

I4A Members: Director Stoddard, Director Ulrey, Director Enriquez, Director McCampbell, Director Hirschi, Director Nield

Guests: Mark Leeper - Director of DACNW, Dana Gover – ADANW Technical Assistance Consultant

Open and Welcome Quorum – Vice-Chair Elfering

- Vice-Chair Elfering called Board of Commissioners meeting to order and established quorum at 9:00AM.
* Motion was made and carried to approve May 16, 2019 minutes.
* Motion was made and carried to approve August 15, 2019 agenda.
- Commissioners, Directors, and ICOA staff introduced themselves to the new Area 1 Director, Sage Stoddard and ICOA’s new Program Specialist, Admir Selimovic.
- Presented proposed 2020 meeting dates. Proposed meeting dates will be voted on at the November 21, 2019 meeting.
  ➢ February 20, 2020
  ➢ May 14, 2020 or May 28, 2020
  ➢ August 20, 2020
  ➢ November 19, 2020
- Questions and discussion followed.

Administrators Staff and Strategic Report – Judy Taylor

- Presented Strategic Plan updates.
- Informed on the status of the upcoming ICOA relocation.
- Discussed ICOA staff reorganization.
• Touched on an Operations Improvement Plan to make some ICOA website improvements.
  ✓ Jenny will send out meeting presentations to Commissioners and Directors following the meeting.
  ✓ Bettina will send out to Commissioners and Directors new Commissioner information when it becomes available.
• Questions and discussion followed.

**Program Manager Report – Kevin Bittner**

• Presented State Plan updates.
• Presented on AAA Area Plan updates.
• Talked about ICOA staff Program Improvement Plans and Operations Improvement Plans. ICOA staff will create Improvement Plans for their area of work and will carryout the improvements throughout FY20.
• Discussed AAA desk reviews and upcoming onsite reviews.
• Questions and discussion followed.

**Fiscal Report – Katie Bennett**

• Reviewed updated ICOA financial budget.
• Reviewed updated financial budgets for each AAA.
• Discussed budget transfer requests.
• Discussed carryover funds.
  ✓ Katie will send out the new carryover budget worksheets and the budget transfer request forms to each AAA Director.
• Questions and discussion followed.

**Commissioners’ Reports – Commissioners**

• Discussed reports and events in their areas.
• Questions and discussion followed each Commissioner’s report.

**Education – Mark Leeper - Director of DACNW, Dana Gover – ADANW Technical Assistance Consultant**

• Presented on Blue-Path. Blue-Path is a group of consumers and businesses working together to make a more accessible world.
• Talked about their website, [www.blue-path.org](http://www.blue-path.org), and upcoming app that is being developed.
• Discussed how anyone can participate is helping add to their interactive guide for finding disability friendly businesses.
  ✓ Bettina will send out Mark and Dana’s contact information to Commissioners, Directors and staff.
• Questions and discussion followed.
Area Reports – Directors

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

I4A & N4A Report – Suzanne McCampbell

• Discussed quarterly I4A meeting. Judy and Kevin attended the I4A meeting.
• Announced starting of Strategic Plan.
• Shared topics from annual N4A conference.
• Questions and discussion followed.

Other Business

• Judy discussed the Capital for a Day program and asked both Commissioners and Directors to attend their local Capital for a Day events.
✓ Judy will send out information to Commissioners and Directors for each local event when it becomes available.
✓ ICOA will pay for Commissioner Capital for a Day event per diem, parking and mileage costs.
• Meeting adjourned at 2:45PM.