

**IDAHO COMMISSION ON AGING**  
**Teleconference**  
**BOARD OF COMMISSIONERS MEETING MINUTES**  
**Thursday, August 20, 2020**  
**BOISE, IDAHO**

**Commissioner Members:** Chair Pankey, Vice-Chair Morley, Commissioner Magera, Commissioner Elfering, Commissioner Reiland, Commissioner Nielson, Commissioner Palagi

**Excused:**

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

**I4A Members:** Director Stoddard, Director Schmidt, Director Enriquez, Director McCampbell, Director Hirschi, Director Nield

**Guests:** Idaho Caregiver Alliance - Marilyn Sword, Chelsea Smith, Tiffany Robb

**Open and Welcome Quorum – Chair Pankey**

- Chair Pankey called Board of Commissioners meeting to order at 9:04AM.
- Attendance was taken and a quorum was established.
- \* Motion was made and carried to approve August 20, 2020 agenda.
- \* Motion was made and carried to approve May 28, 2020 minutes.
- Questions and discussion followed.

**Director's Report – Judy Taylor**

- Reviewed governance structure of Idaho AAAs.
- Reviewed Consumer Direction updates.
- Discussed how we can promote justice in our programming.
- Discussed how to identify and negate bias in services provided.
- ✓ Bettina and Jenny will email out presentations and any additional materials to Commissioners, Directors and ICOA staff after the meeting.
- Questions and discussion followed.

**Program Manager Report – Kevin Bittner**

- Presented on ICOA's State Plan goals, supporting documentation and summary of outcomes.
- Reviewed the Performance Management Process.
- Discussed Intrastate Funding Formula (IFF).
- Reviewed the Umbrella Agency's AAA governance role.
- Announced the ICOA staff 2020 campaigns.
- Questions and discussion followed.

### **Fiscal Report – Katie Bennett**

- Reviewed the Families First and CARES Act funding.
- Reviewed State Funds Reduction Reversion for FY20 and FY21.
- Presented on FY20 closeout for ICOA and AAAs.
- Questions and discussion followed.

### **Project Manager Report – Vicki Yanzuk**

- Discussed ICOA's Strategic Plan.
- Touched on ICOA's Mission, Vision and Values.
- Introduced new objectives:
  - Increase in social media and awareness
  - Direct outreach to care transition planners
  - Social isolation and loneliness awareness
  - Expanding consumer directed programs
  - Business acumen
- Discussed ICOA data modernization.
- Reviewed LUMA Project Vision and Goals.
- Questions and discussion followed.

### **Education – Idaho Caregiver Alliance: Marilyn Sword, Chelsea Smith & Tiffany Robb**

- Presented on Family Caregiver Navigator Project: Preventing Burnout for Idaho's Caregivers.
- Discussed project goals:
  - Helping people identify, accept and engage with their role as a caregiver while building a strong system of support for long-term sustainability.
  - Contribute to an integrated network of services for Idahoans; build systems with out community partners that are rooted in human-centered design.
- Keep Idahoans healthy and living in their homes as long as possible; enhancing quality of life in order to cut down use of crisis services and long-term care facilities.
- Questions and discussion followed.

### **Commissioners' Reports – Commissioners**

- Discussed reports and events in their areas.

- 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 Area Plans, ADRC projects, fiscal budget carryover and GetCare during I4A meeting.
- Reminded everyone that the N4A meeting has moved from an in-person meeting to a virtual meeting this September 21<sup>st</sup>-24<sup>th</sup> due to COVID-19 pandemic.
- Reminded ICOA about the SBAR submitted in March of 2020 regarding coordination and planning 2% budget parameter.
- Questions and discussion followed.

### **Other Business**

- Judy clarified the discussion around courageous conversations.
- ICOA staff, Commissioners and Directors thanked Pam Oliason for her years of service and wished her a happy retirement.
- Judy announced the hiring of Lynn Fyanes. Lynn will be taking over as Program Specialist for Pam when she retires in September.
- Amanda discussed the status of reintroducing Ombudsman into facilities during the COVID-19 pandemic.
- Meeting adjourned at 1:35PM.