

IDAHO COMMISSION ON AGING
Teleconference
BOARD OF COMMISSIONERS MEETING MINUTES
Wednesday, November 17, 2021
BOISE, IDAHO

Commissioner Members: Chair Morley, Commissioner Magera, Commissioner Elfering, Commissioner Reiland, Commissioner Nielson

Excused:

ICOA Staff: Judy Taylor, Bettina Briscoe, Vicki Yanzuk, Amanda Scott, Birgit Luebeck, Deedra Hunt, Erin Olsen, Janet Miller, Jenny Hill, Lynn Fyanes, Scott Carpenter, Susan Bradley

I4A Members: Director Stoddard, Director Schmidt, Director Enriquez, Director Stokesberry, Director Hirschi, Director Early

Guests: Dr. Jennifer Palagi-IDHW, Dr. Janice Carson-IATP, Krista Kramer-IATP, Roberta Bischel-A3SSA

Open and Welcome Quorum – Chair Morley

- Chair Morley called Board of Commissioners meeting to order at 8:35AM.
- Attendance was taken and a quorum was established.
- * Motion was made and carried to approve November 17 & 18, 2021 agendas.
- * Motion was made and carried to approve August 12, 2021 minutes.
- Introductions were made.

Director’s Report – Judy Taylor

- Announced that Jennifer Palagi will no longer be able to continue her position as an ICOA Commissioner due to Idaho Rule changes at the DHR level. She will continue to attend meetings as an ICOA guest.
- Discussed the improvements to Idaho’s Aging Network:
 - Planning manual
 - Operations manual
 - Spending plan
- Reviewed the Service Stratification Vision for crisis services, targeted services, and universal services.

- Walked through ICOA's Planning Process – Phase 3 – Complex Program Improvement regarding case management.
- Discussed Idaho Challenges:
 - Professional provider shortage
 - Direct care worker shortage
 - Burdensome commutes
 - Low numbers = higher rates and low priority with providers
- Discussed Idaho Solutions:
 - Centralization
 - Specialization
 - Sitewide Contracts
 - Technological Tools
- Reviewed Flexible choices for flexible solutions to eliminate service inequities in Idaho:
 - Every AAA runs a full -service shop for their PSA.
 - Some AAAs run a full-service shop for two PSAs.
 - Every AAA runs a core service package, but sub-contracts programs where they have received funds but do not want to provide the service.
 - Some AAAs become Centers of Excellence for certain programs or services and contract to provide that service for other AAAs.
 - Some AAAs become Centers of Excellence and receive money directly from ICOA to service multiple PSAs.
 - ICOA or AAAs directly contracts with I4A to provide a service to all or some PSAs.
- ✓ Bettina and Jenny will email out presentations and any additional materials.
- Questions and discussion followed.

Project Manager Report – Vicki Yanzuk

- Announced that Katie Bell, ICOA's Financial Specialist Senior, has retired. ICOA is in the process of hiring for that position.
- Discussed how the Legislature views ICOA's funding:
 - Personnel
 - Capital outlay
 - Operating
 - Trustee and Benefits
- Discussed how ICOA views its funding:
 - State funds
 - State funds as required by match
 - State funds designated by the Legislature
 - Federal OOA formula grants

- Federal formula grants
- Discretionary grants
- Discussed upcoming JFAC information.
- Talked about new awards and budget updates coming in December.
- Talked about RTZ costs in budget
- Talked about cost share policy
- Discussed RTZ finance and invoicing:
 - Phase one completed
 - Phase two in testing
- Discussed AAA budgets and updates.
- Reviewed the IDAPA Rules, Statutes and Policy updates and schedule for ICOA Code.
- Reviewed the database modifications planning and process.
- Scott Carpenter shared a brief tutorial on GetCare’s Management Information System (MIS) testing environment and the two interfaces:
 - User interface
 - Client interface
- Questions and discussion followed.

Universal Programs – Erin Olsen

- Presented on the Disease Prevention / Health Promotion program:
 - What the program is about
 - What we’ve learned this year
 - The future of the program
- Discussed implementing Workshop Wizard.
- Touched on rewriting the program manual.
- Questions and discussion followed.

Education Presentation: Idaho Assistive Technology Project (IAPT) Communication Access Program (CAP) – Dr. Janice Carson, Krista Kramer, Raul Enriquez, and Roberta Bischel

- Displayed the IAPT Resource Center locations in Idaho.
- Presented the IAPT services and funding.
- Discussed the CAP history, challenges, and the future of the program.
- Previewed communication devices and equipment and their potential uses.
- Questions and discussion followed.

Universal Programs – Birgit Luebeck

- Presented on Nutrition Programs outcomes, funding, clients served and decreased nutritional health risk.
 - Congregate Meals
 - Home Delivered Meals (HDM)
 - Nutrition Services Incentive Program (NSIP)
 - Commodity Supplemental Food Program (CSFP)
- Questions and discussion followed.

Universal Programs – Janet Miller

- Presented on the Loneliness program and the emotional, physical, and financial implications of social isolation and loneliness.
- Presented on the Friendly Caller program and the accomplishment of 5028 calls throughout YF21 which impacted senior loneliness and ensuring seniors are safe in their homes with needed medications and supplies.
- Questions and discussion followed.

Universal Programs – Judy Taylor

- Presented on planning, education, and coordination.
- Discussed ICOA planning accomplishments:
 - Created and launched a six-unit planning course
 - Created and launched a Planning Manual
 - Issued a one-year extension for local plans
 - Issued guidance around multiple streams of new funding
- Discussed ICOA education accomplishments:
 - Hosted a three-day conference
 - Added a Spanish language option to our dementia and loneliness training modules
 - Monthly education in the Idaho employee newsletter
- Discussed ICOA coordination accomplishments:
 - Revitalized ADRC with new staff assigned to the program
 - Created branding
 - Created branded swag
- Discussed strengths:
 - Online education
 - National campaigns
 - Stakeholder engagement
 - Integration of approved planning tools
 - Clear vision and synergies
- Discussed weaknesses:
 - Processes related to AAA oversight
 - Data management
 - Lack of staff assigned to education and outreach

- Tribal representation
- Discussed opportunities:
 - New State alliance for ADRC
 - Local planning efforts can uncover more stakeholders
 - Live Dementia training
 - COVID funding to jumpstart programs
- Discussed threats:
 - Lack of transparency and involvement leads to disgruntled stakeholders
 - Failure to produce an acceptable local plan is a contract violation
 - Unprecedented demands
- Discussed looking into the future:
 - Operations manual will launch in early 2022
 - Local plans finalized by fall 2022
 - Plan and launch a case management program
 - Continued planning around COVID funding streams
- Questions and discussion followed.

Other Business – Chair Morley

- Meeting adjourned at 3:23PM until Thursday, November 18, 2021.