

**IDAHO COMMISSION ON AGING**  
**Teleconference**  
**BOARD OF COMMISSIONERS MEETING MINUTES**  
**Thursday, February 16, 2023**  
**BOISE, IDAHO**

**Commissioner Members:** Chair Morley, Vice-Chair Magera, Commissioner Ohrtman, Commissioner Elfering, Commissioner Reiland, Commissioner Nielson, Commissioner Milliken

**ICOA Staff:** Judy Taylor, Bettina Briscoe, Vicki Yanzuk, Amanda Scott, David Brandt, Deedra Hunt, Erin Olsen, Janet Miller, Jenny Hill, Joe Zaher, Lynn Fyanes, Rachel Kessinger, Scott Carpenter, Susan Bradley

**I4A Members:** Director Stoddard, Director Schmidt, Director Enriquez, Interim-Director Underwood, Director Hirschi

**Guests:** Julie Torresani – Community Care Supervisor, Marilyn Shiroma – Ombudsman Program Manager

**Excused:** Dr. Jennifer Palagi – IDHW, Admir Selimovic, Birgit Luebeck

**Open and Welcome Quorum – Chair Morley**

- Chair Morley called Board of Commissioners meeting to order at 9:03AM.
- \* Motion was made and carried to approve February 16, 2023 agenda.
- \* Motion was made and carried to approve November 17 & 18, 2022 minutes.

**Director’s Report – Judy Taylor**

- Informed Commissioners that Mike Hirschi has taken over as Director of Area 6, as well as, continues on as Director of Area 5.
- Accepted the Area Plan that Area 4 resubmitted to IOCA.
- Discussed the Work of Leaders Model:
  - Vision
    - Exploration
    - Boldness
    - Testing Assumptions
  - Alignment
    - Clarity
    - Dialogue
    - Inspiration

- Execution
  - Momentum
  - Structure
  - Feedback
- Updated on Legislative session. Visited with Senate H& W, House H&W, JFAC committee members.
  - Legislation:
    - RS hearing 1/26/2023
    - Senate H&W 2/8/2023
    - House H&W 2/9/2023
  - JFAC:
    - Testimony 2/7/2023
- Discussed the continued effort to stay on track with the Strategic and State plan goals.
  - Discussed State Plan workgroup PSA Distribution:
  - Workgroup charge.
  - Statutory obligations.
  - IDAPA Rule.
  - Discussed observations over the recent years.
  - Discussed Pros of reducing PSAs:
    - Economies of scale are cost reductions that occur when companies increase production.
    - Managerial economies of scale occur when large firms can afford specialists.
  - Discussed Cons of reducing PSAs:
    - Perceived loss of current local control.
    - Loss of employment.
    - Increased complexity.
    - Adversarial legal proceedings.
    - No bidders on RFPs.
    - Venturing into the unknown.
- Discussed the current State default scenario and five possible scenarios. The workgroup will present recommendations to the Board of Commissioners.
- ✓ Susan will email out presentations and Federal Code 1321.53 PDF file.
- Questions and discussion followed.

### **Cost Share Workgroup – Vicki and Debra Reiland**

- Presented on cost share for chore and homemaker programs.
- Defined cost share:
  - Cost share is when the client shares the cost of services rendered.
- Shared the purpose of cost share:
  - The purpose of cost sharing is to allow allotted funds to serve a greater number of individuals.
- Discussed requirements of states that cost share:
  - These requirements are intended to ensure that cost sharing does not discourage low-income older individuals from obtaining services.

- The OAA requires States and Area Agencies to develop plans before implementing cost sharing.
- States may not permit cost sharing by individuals with incomes at or below the Federal poverty line.
- No denial of services.
- Sliding scales.
- Accounting and use of cost-share payments.
- Shared how the sliding scale works:
  - Sliding fee scale ranges from zero percent to one hundred percent of the cost of services based on self-declared income.
  - Household income for state funds (previous IDAPA Rule).
  - Individual income for federal funds (OAA Guidance).
- Touched on cost sharing data.
- Presented things to consider:
  - Wait lists.
  - Consumer Direction.
  - Provider shortages.
- Questions and discussion followed.
- \* Motion was made and carried to approve negating the requirement of cost sharing for Chore and Homemaker programs.

### **Adult Protective Services Funding Distribution Workgroup – Vicki and Mike Hirschi**

- Presented on Adult Protective Services Funding Formula.
- Shared the workgroup missions:
  - Understand current APS distribution and how it affects the Intrastate Funding Formula (IFF).
  - Understand State and federal funding obligations.
  - Discuss a funding distribution.
  - Report and recommend to ICOA and Board of Commissioners.
- Presented on the breakdown of IFF State Fund:
  - State funds distributed to APS and OAA Match.
- Discussed information reviewed by the workgroup:
  - Program standards.
  - Program data.
  - Models with data tested by ICOA that failed.
  - Models with varied costs.
  - Tiered models.
- Discussed administrative costs.
- Discussed the three-tier structure financial breakdown.
- Shared the funding use breakdown for each AAA.
- Questions and discussion followed.

- \* Motion was made and carried to approve an annual base payment of \$155,000.00 to each AAA and each AAA will use the three-tier structure based on percent of 18+ population.

### **Legislative Testimony on Adult Protective Services (APS)**

- Watched live Legislative Testimony on Rules governing APS programs.
- Postponed testimony until tomorrow Friday, February 17, 2023.

### **Project Manager Report – Vicki Yanzuk and Joe Zaher**

- Presented workgroup updates.
- Cost share:
  - Cost share recommendation was made and approved.
- Adult Protective Services funding Distribution:
  - Adult Protective Services finding distribution recommendation was made and approved.
- Intrastate Funding Formula (IFF):
  - Two meetings already held in December 2022 and January 2023. A third meeting is set for March 2023.
- Discussed the four charges of the IFF workgroup:
  - Part 1 – Understand Statutory obligations.
  - Part 2 – Data.
  - Part 3 – Base and weighted factors. Currently working through part 3.
  - Part 4 – Recommendation to Board of Commissioners.
- Joe Reviewed AAA OAA/APS SFY Process.
- Touched on the launch of Luma at the start of SFY24.
- Discussed new carryover policies for SFY 2024.
- Questions and discussion followed.

### **Working Lunch: – Lynn Fyanes and Julie Torresani, Area 3 Community Care Supervisor**

- Presented initial outcomes from the Idaho Community Care Program I-CARE pilot.
- The Idaho Community Care Program will provide information and support for caregivers who are taking care of someone with memory concerns, Alzheimer's, or dementia.
- The program will provide:
  - Case management.
  - Advocacy.
  - Respite.
  - Education.
- Discussed staffing across the AAAs.
- Reviewed lessons learned:
  - Staff positions are crucial.

- Director support.
- Centralized vs. regional procedures.
- GetCare access.
- Questions and discussion followed.

### **Loneliness reduction Campaign – Janet Miller**

- Presented goals of the program:
  - Build statewide awareness.
  - Develop new and effective outreach tools.
  - Provide useful promotional materials to stakeholders.
  - Utilize as a kickoff for the ongoing Loneliness Campaign.
  - Introduction of Idaho Connects Logo.
- Touched on social media and outreach efforts.
- Shared an Idaho Connects Campaign loneliness reduction video.
- Discussed future plans for loneliness reduction videos.
- Reviewed ongoing programming:
  - Regular presentations.
  - Ongoing social media and website posts.
  - Growing stakeholder group.
  - Focus on Healthcare.
- Questions and discussion followed.

### **Ombudsman Program Review Process – Amanda Scott and Marilyn Shiroma, Area 4 Ombudsman Program Manager**

- Amanda requested each of the AAAs carryout a local Ombudsman program environmental scans and SWOT analysis in their Areas.
  - Each AAA Ombudsman Program Manager presented their findings to Amanda during their monthly meetings.
  - Amanda invited Marilyn Shiroma from Area 4 to come present her findings at the ICOA February Board of Commissioner meeting.
- Marilyn presented on the results of Ombudsman program environmental scans and SWOT analysis in Area 4.
  - Discussed the findings, lessons learned, and potential improvements to implement.
- Questions and discussion followed.

### **Outreach and Education Plan – David Brandt**

- Presented on his role at ICOA.

- Discussed notable projects to date:
  - Streamline social media networks.
  - Assist with program development:
    - Idaho Connects.
    - Nutrition conference.
    - Ombudsman rebranding.
    - Idaho Community Care program.
  - Community outreach:
    - LEAP Conference.
  - Updated outreach materials:
    - General ICOA brochure.
    - Promotional materials.
    - Standard ICOA intro and outro for video content.
    - Ombudsman program material.
    - Additional program/campaign information.
- Shared new program logos.
- Discussed on the new Communication Manual and Style Guide.
- Shared goals for this role:
  - Continued collaborations.
  - Continued community outreach.
  - Implementation of Style Guide.
  - Learning and growing.
- Questions and discussion followed.

#### **I4A/Area Reports: Directors**

- Roundtable discussion of highlights from reports, events, and challenges in their areas.
- Questions and discussion followed.

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

- Roundtable discussion of highlights from reports, events, and challenges in their areas.
- Questions and discussion followed.

#### **Election of Board Chair and Vice Chair – ICOA Commissioners**

- \* Motion was made and carried to approve Roger Morley as Chair.
- \* Motion was made and carried to approve Chris Magera as Vice-Chair.

#### **Other Business – Chair Morley**

- Meeting adjourned at 3:33PM.