

**IDAHO COMMISSION ON AGING
BOARD OF COMMISSIONERS MEETING MINUTES
Friday, May 5, 2023
BOISE, IDAHO**

Commissioner Members: Chair Morley, Commissioner Ohrtman, Commissioner Reiland, Commissioner Nielson, Commissioner Milliken

ICOA Staff: Judy Taylor, Bettina Briscoe, Vicki Yanzuk, Admir Selimovic, Birgit Luebeck, David Brandt, Deedra Hunt, Erin Olsen, Fanny Rodriguez-Melnikovsky, Janet Miller, Jenny Hill, Joe Zaher, Lynn Fyanes, Rachel Kessinger, Scott Carpenter, Susan Bradley

I4A Members: Director Stoddard, Director Holcomb, Director Enriquez, Director Emery, Director Hirschi

Guests: Dr. Jennifer Palagi – IDHW, Julie Torresani, A3SSA, Tiffany Robb – IDHW

Excused: Vice-Chair Magera, Commissioner Elfering

Open and Welcome Quorum – Chair Morley

- Chair Morley called Board of Commissioners meeting to order at 8:03AM.
- Presented opening remarks.

Project Manager Report – Vicki Yanzuk and Joe Zaher

- Reviewed on AAA yearly budget process timeline:
 - AAA budget workbook.
 - ICOA review.
 - Approved budget and contracts.
 - Quarterly updates.
- Touched on yearly Title III OAA distribution and budget process:
 - Federal.
 - State.
 - AAA.
- Discussed the launch of Luma at the start of SFY24 and the changes that will come to the AAA.
- Touched on population statistics over the years.
- Reviewed the funding for SFY2024 Title III Intrastate Funding Formula for each AAA.
- Presented the PSA consolidation and procurement initial planning:
 - Federal guidance and OAA Statutes.

- State plan process.
- Idaho requirements.
 - Procurement rules.
- Bidders conference, issuing request for proposal, intent, award.
 - Formal process.
- Reviewed procurement process timeline 2024-2026 draft.
- Questions and discussion followed.

Environmental Scan & Gaps Analysis Report in Support of ICOA State Plan 2024-2028 – Admir Selimovic

- Informed about the benefits of maximizing social media potential:
 - ICOA purchased online ads through Twitter.
 - The data provided by Twitter demonstrated the exponential growth that was seen after the purchase of the online ads vs organic posting alone.
- Shared data from a SWOT analysis for the Senior Community Service Employment program (SCSEP).
 - Touched on opportunities to improve SCSEP.
- Shared data from a SWOT analysis for Senior Medicare Patrol (SMP) and Medicare Improvements for Patients and Providers Act (MIPPA).
 - Touched on opportunities to improve SMP and MIPPA.
- Questions and discussion followed.

Environmental Scan & Gaps Analysis Report in Support of ICOA State Plan 2024-2028 – Deedra Hunt

- Shared ways to minimize barriers to APS worker safety:
 - APA identification badges.
 - Safety toolkits for each new APS automobiles.
- Informed on the success of the APS Intervention Aid project and ICOA intends to continue the project for as long as funds are available.
- Discussed APS Statutes and Rule changes and Deedra will work with others to narrow the gaps for APS:
 - The APS Chapter of the ICOA Operations Manual will be updated to reflect the New Statute and Rule changes.
 - Will work with AAA staff statewide to educate them on the new APS Statute and Rule Changes and how the changes may affect their work.
 - APS brochures and documents will be updated to include new language of Statutes and Rules where necessary.
 - ICOA will work with key partners statewide to ensure appropriate people are informed of statutory changes that may affect their legal responsibility to report maltreatment of vulnerable adults.

- A review of GetCare will take place to ensure wording and collection of information is in line with current statute/rule and our needs to pull information for reporting.
- Discussed APS education, training, and community outreach.
- Presented on Legal Aid program improvements:
 - As funding allows it the intent of ICOA to work closely with legal aid services to meet the needs of APS for all ages, 18 to end of life, as well as to caregivers of APS clients to support them with legal services needed to minimize maltreatment of the vulnerable adults they care for.
 - Update current materials and develop new legal resource materials to better inform aged and vulnerable adults regarding scams.
- Questions and discussion followed.

Environmental Scan & Gaps Analysis Report in Support of ICOA State Plan 2024-2028 – Janet Miller

- Discussed challenges and solutions within the Homemaker program for the following:
 - Staffing challenges.
 - Serving rural areas.
- Discussed challenges and solutions within the Chore program for the following:
 - Not all AAA’s provide Chore services.
 - Service reporting.
 - Tracking inconsistencies.
- Discussed challenges and solutions within the Transportation program for the following:
 - Rural areas.
 - Lack of transportation and inconsistencies in public transportation.
 - Inability and unwillingness to utilize public transportation.
 - Public transportation operating hours.
 - Dialysis transportation.
- Questions and discussion followed.

Environmental Scan & Gaps Analysis Report in Support of ICOA State Plan 2024-2028 – Lynn Fyans

- Announced President Biden’s “Improve Care” executive order.
- Discussed five proposed goals and visions for Family Caregiver support:
 - Increase awareness and outreach.
 - To optimize the wellbeing of family caregivers by increasing the recognition of family caregivers among society and the number of people who self-identify as family caregivers who know where to go for trusted information.
 - Build partnerships and engagements with family caregivers.
 - To recognize, engage, and support family, kin, and grandparent caregivers as key partners in the provision of healthcare and long-term services and support.
 - Strengthen services and support.
 - To expand access to programs, services, support, and products to family caregivers.

- Ensure financial & workplace security.
 - To alleviate the financial challenges associated with family caregiving, prevent financial ruin, and reduce out-of-pocket expenses for caregivers; including employment protections.
- Expand data, research, and evidence-based practices.
 - To promote research, identification, and the adoption of evidence-based practices in caregiver support.
- Touched on data for Respite services.
- Presented AAA State Plan environmental analysis results.
- Questions and discussion followed.

Environmental Scan & Gaps Analysis Report in Support of ICOA State Plan 2024-2028 – Erin Olsen

- Shared data on how population directly impacts services.
- Touched on the under-served and at-risk population:
 - Ethnic minorities.
 - Latinx/Hispanic.
- Native tribes.
- People with limited language abilities.
 - English as a second Language.
 - Print and hearing-impaired.
- People living alone.
- People with disabilities.
- People in economic need.
- Shared chronic conditions and falls data.
- Talked about the Broadband 2022 Legislation.
 - Discussed Information and Assistance (I&A), Aging and Disability Resource Centers (ADRC), and No Wrong Door (NWD) environmental analysis results.
- Shared opportunities to improve I&A, ADRC, and NWD.
- Questions and discussion followed.

Working Lunch: Community Care Program – Raul Enriquez, Julie Torresani, and Lynn Fyans

- Highlighted Community Care program goals:
 - Develop the infrastructure to support family caregivers of persons with ADRD and Adult Protection Caregivers.
 - Provide other clients / caregivers with the tools and services they need to effectively navigate their health and life options with care management and consumer-directed options.
 - Extend the reach of community care services into underserved rural communities and those in greatest need.
 - Reduce disparities, caregiver burden and prevent or delay the need for a higher level of care for the care receiver.
- Discussed program pilot results and lessons learned.

- Single entry point.
- Staff hiring and staff training.
- Expanding infrastructure.
- Partnership engagement.
- Statewide call-in number.
- Presented the Community Care program training categories:
 - ISU community health worker course.
 - Core competency training.
 - Caregiver training.
 - Alzheimer’s Disease and Related Dementia.
 - Senior topics, resources, and additional Material.
 - On-going and continuous training.
- Touched on next steps for Community Care program.
- Questions and discussion followed.

Environmental Scan & Gaps Analysis Report in Support of ICOA State Plan 2024-2028 – Birgit Luebeck

- Informed on State Plan ACL Nutrition program requirements:
 - Strengthening and expanding Title III C services.
 - Address malnutrition.
 - Integrate core programs with ACLs no-formula based grant programs.
 - Coordinate Title programs with Title VI Native American programs.
 - Ensuring meals can be adjusted for cultural considerations and preferences and providing medically tailored meals to the maximum extent practicable.
- Shared date on malnutrition.
- Discussed program collaborations with SCSEP and CSFP.
- Touched on Tribal connections for each AAA.
- Shared opportunities to improve the Nutrition programs:
 - Additional funding and initiatives.
 - New engaging partnerships.
 - Provide accurate data and understand how budget and data work together.
 - Train and change skills for meal provider staff.
- Touched on additional goals for the Nutrition program and data.
- Questions and discussion followed.

Director’s Closing Remarks – Judy Taylor

- Presented ICOA’s State Plan update.
- Listed work completed to date:
 - ICOA strategic planning.

- Dates set for outreach.
- Needs Assessment created.
- ICOA program Specialist cued up to complete planning process by 1-31-24.
- Three recommendations.
 - Cost share.
 - IFF.
 - PSA distribution.
- Shared timeline for ICOA State Plan.
- Shared outreach dates:
 - Area 1: July 31st& August 1st
 - Area 2: August 2nd& 3rd
 - Area 3: TBD in the week of June 5th
 - Area 4: September 27th & 28th
 - Area 5: September 18th & 19th
 - Area 6: September 20th & 21st
 - Needs Assessment Survey: June -October
- Touched on the focus of the outreach visits.
- ✓ Judy will send the Directors letters outlining specifics around the visits.
- Questions and discussion followed.

Other Business – Chair Morley

- Meeting adjourned at 2:14PM.
- Next ICOA Board meeting will be August 17, 2023.