

IDAHO COMMISSION ON AGING
BOARD OF COMMISSIONERS MEETING MINUTES
Thursday, November 16, 2023
BOISE, IDAHO

Commissioner Members: Chair Morley, Vice-Chair Magera, Commissioner Ohrtman, Commissioner Marquette, Commissioner Nielson, Commissioner Milliken

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

I4A Members: Director Stoddard, Director Holcomb, Director Enriquez, Director Thompson, Director Hirschi, Interim Director Radford

Guests: Layne Bourgeois – Area 5

Excused: Lousie Ryan – ACL, Jennifer Palagi – IDHW, Joe Zaher

Open and Welcome Quorum – Chair Morley

- Chair Morley called the Board of Commissioners meeting to order at 8:30AM.
- Presented opening remarks.
- Introductions were made.
- * Motion was made and carried to approve the November 16 & 17, 2023 agenda.
- * Motion was made and carried to approve August 17, 2023 minutes.
- * Motion was made and carried to approve the following 2024 meeting dates:
 - February 15, 2024
 - May 16 & 17, 2024
 - August 15, 2024
 - November 14 & 15, 2024

Director's Report – Judy Taylor

- Shared ICOA Update:
 - Rachel Kessinger accepted an Education and Outreach position with ICOA.
- Presented on ICOA outreach visits which educate on services and supports in place to help aging Idahoans stay in their homes and communities of their choice.
- Touched on expectations from Commissioners, Directors, and ICOA staff.

- Discussed the Idaho Needs Assessment survey data.
- Shared gratitude for Commissioners, Directors, and AAA staff participation in outreach visits. The fantastic showing was due in part to your support.
- Touched on next steps:
 - Program staff will present on each of their programs over the next two days; focusing on gaps they plan to close over the next four years.
 - Compile the data by PSA.
 - Incorporate findings into the annual report.
 - Create presentations for the Legislative session.
 - Begin writing the State Plan.
- Discussed ICOA's values:
 - Service:
 - Responsive
 - Empathetic
 - Targeted
 - Sustainability:
 - Efficient
 - Adaptable
 - Preventative
 - Excellence:
 - Problem Solving
 - Innovative
 - Resourceful
 - Advocacy:
 - Courage
 - Optimism
 - Collaboration
 - Integrity:
 - Trustworthy
 - Accountable
 - Transparent
- ✓ Susan will email out presentations, and any additional meeting materials.
- Questions and discussion followed.

Project Manager Report – Vicki Yanzuk

- Shared acronyms and definitions.
- Reviewed the AAA yearly budget processes:
 - AAA Budget Workbook.
 - ICOA Review and Contract.
 - Approved Budget and Contract.

- Quarterly Updates.
- Shared on SFY 24 Approved AAA Budgets:
 - Budget by Grant.
 - Budget by Expense Category.
 - OAA Guidelines.
 - Idaho Guidelines.
- Updated on Luma:
 - Data tracking.
 - Reporting.
- Shared on American Rescue Plan Act (ARPA) Appropriation.
- Presented on Federal Title III SFY 2023 aggregated program expenditures.
- Shared data on State of Idaho IFF.
- Reminded Directors of their ability to transfer funds between AAAs in February.
- Questions and discussion followed.

Stay Healthy: Congregate Meals – Birgit Luebeck

- Presented the 2023 data regarding Congregate Meals.
- Shared 2023 accomplishments.
- Discussed prioritized gaps:
 - Meal quality assurance.
 - Education on malnutrition.
 - Offer nutrition counseling.
 - Share OAA and State program information through Tribe focal points.
 - Spending and service delivery.
 - Serve Hispanic population.
 - Statewide quality assessment tool.
- Questions and discussion followed.

Stay Healthy: Disease Prevention/Health Promotion, and Falls Prevention – Erin Olsen

- Presented the 2023 data regarding Health Promotion/Disease Prevention.
- Shared 2023 accomplishments.
- Discussed prioritized gaps:
 - Lack of supplemental funding sources.
 - Lack of program capacity resulting from inadequate coordinator planning, delivery, and management of program.
 - Lack of volunteer force to achieve necessary capacity.
 - Deficit in thorough consumer and community outreach.

- Lack of inter-professional awareness and referrals.
- Minimal tribal and minority engagement.
- Presented the 2023 data regarding Falls Prevention.
- Shared 2023 accomplishments.
- Discussed prioritized gaps:
 - Deficiency in coalition name recognition.
 - Limited number of current EVP providers.
 - Availability of coalition members to perform anticipated work.
 - Minimal direct relationships with media.
 - Lack of coalition awareness with healthcare providers.
 - Inadequate policymaker outreach.
 - Absence of program-specific funding.
 - Partial geographic and market representation.
 - Limited mechanisms to disseminate information.
- Questions and discussion followed.

Stay Connected: Loneliness Reduction – Janet Miller

- Presented the 2023 data regarding Loneliness Reduction.
- Shared 2023 accomplishments.
- Reviewed Loneliness Reduction Awareness month activities.
- Touched on Loneliness Reduction outreach.
- Discussed prioritized gaps:
 - Not reporting friendly caller units in GetCare.
 - Building awareness.
 - Lack of internet connectivity.
 - Need to educate the medical community.
- Questions and discussion followed.

Setting the Stage – Judy Taylor

- Presented on formal leadership processes to aid in achieving goals.

AAA Local Plan After-Action Reviews – Area Directors

- Roundtable discussion of after-action reviews from each AAA.
- Presented highlights from reports, events, and challenges in their areas.
- Questions and discussion followed.

Closing Remarks – Chair Morley

Meeting adjourned at 3:06PM until Friday, November 17, 2023