

**Area 3 Senior Services Agency**  
701 S. Allen, Ste. 100, Meridian, Idaho 83642  
Teleconference: 1-208-789-0851 Access Code: 64636365

**Friday, May 10, 2019**

**2:00-3:00 p.m.**

**MINUTES**

- Roll Call
  - Board Members present Tom Dale, Lisa Collini, Marc Shigeta
  - Kelly Aberasturi and Mark Rekow conferenced call
  - A3SSA Staff present Raul Enriquez, Brandi Waselewski and Julie Torresani
- Call to Order **2:06 PM**
- Approval of Minutes
  - **Marc Rekow motioned for the Board to approve the February 27, 2019 minutes. Kelly Aberasturi seconded. All Ayes.**
- A3SSA Budget Review and Modification
  - Discussion about the difference between State and Federal funds. State allows carryover, Federal does not. Funding will need to be moved in state to ensure all of the state funds get utilized.
  - Proposed the following transfer of funds:
    - i. \$22,952.60 transfer from Homemaker to Transportation
    - ii. \$132,616.27 transfer from Adult Protection to Home Delivered Meals
    - iii. \$44,669.04 transfer from Respite to Congregate Meals
    - iv. These changes will spend out the state funding for June 2019.  
Discussed the projected surplus and whether or not to inform the providers that the surplus funds will not be there every year. Director stated the goal will be to have quarterly meetings to discuss surplus funds with senior centers.
  - **Tom Dale motioned to approve the modified budget. Seconded by Lisa Collini. All Ayes.**
- Idaho Commission on Aging Carryover Policy
  - Area II and Area IV are requesting a transfer of funds to help support their programs.
  - Director stated transferring these funds does not affect Area III awards in the future.

- Area IV is requesting \$15,000 for National Caregiver Support Program. Remaining budget will be \$495,352.26 for Area III.
- **Tom Dale motioned to approve the transfer of \$15,000 to Area IV for National Caregiver Support Program. Seconded Marc Shigeta. All Ayes.**
- Area II is requesting \$74,500 in funds to support their Nutrition Program.
- **Tom Dale motioned to approve the transfer of \$74,500 to Area II for Meals on Wheels. Seconded Marc Shigeta. All Ayes.**
- Add an Additional Signer to Bank Account
  - Director is requesting to approve Roberta Bischel, Program Manager, as a 2<sup>nd</sup> cardholder for the agency. If the current Director is unavailable to use the card no one else is approved.
  - **Lisa Collini motioned to approve a second cardholder for program Manager. Marc Shigeta seconded. All ayes.**
- Next meeting:
  - Proposed date of June 13<sup>th</sup> from 1:30 to 3:30PM. Board Members will be finishing a conference on this date and should all be together. Board Meeting will be at the Nampa Civic Center. Director will request Union Pacific Room.
  - **Motion to adjourn Marc Shigeta. Seconded Tom Dale.**

Closing Period	Meeting Date
End of Year Budget Changes & New SFY	Thur - June 13, 2019
SFY Year Close and 1 <sup>st</sup> Quarter Review	Wed - October 30, 2019
2 <sup>nd</sup> Quarter	Wed - January 29, 2020
3 <sup>rd</sup> Quarter	Wed - April 29, 2020
End of Year Budget Changes & New SFY	Wed - June 24, 2020