

Area 3 Senior Services Agency

701 S. Allen, Ste. 100, Meridian, Idaho 83642

Teleconference: +1 (208) 789-0851 Access Code: 45058848

Wednesday, June 13, 2018

1:30 - 4:00 p.m.

MINUTES

1. Call to Order **1:34 p.m.**

- Attendance: Present members are Marc Shigeta, Bill Willey and Kelly Aberasturi, Mark Rekow via phone; Guest Larry Meneely (for Rick Visser).

2. Approval of Minutes (**Attachment 1**)

- **Bill Willey motions; Kelly Aberasturi seconds; All Ayes**

3. A3SSA 3rd Quarter Report (**Attachment 2**)

- As of March 31st, 2018 we are under budget \$547,986.98
- State Funds need to be spent during the State Fiscal Year or those dollars are forfeited. There is a projected amount of carry over dollars after June 30th. Raul proposes to move Federal Expenses to State Expenses, then move funds from other programs to get all funds spent.
- Authorization to move state funds
 - **Kelly Aberasturi motions; Larry Meneely seconds; All Ayes**
- Bill Willey asked if the Board needed to approve to move no more than 5% without Board approval. Kelly suggested to wait to make a decision until SFY18 is complete. A specific policy would need to be created to give the authority.

4. A3SSA PY 2019 Budget Approval (**Attachment 3**)

- Raul is proposing to budget less, most notably, for Congregate and HDM, due to a significant carry over. Congregate budget SFY19 is based on a SFY18 monthly average expenditure multiplied by 12.
- Raul presented that our award portion is over 1/3 of the total budget for all AAAs.
- Last year budget was \$3.2M; this year \$3.5M. All of the increase was Federal dollars.
- Raul is proposing to add an Ombudsman position who will serve as an Ombudsman Volunteer Coordinator.

- Raul had initially proposed to add a Caregiver Outreach position and is now asking to remove the position and put the \$40,000.00 back into the Respite Program. We have a staff member now that can incorporate those duties into her current job.
 - **Motion to amend budget and remove Caregiver position: Kelly Aberasturi motions/Bill Willey seconds; All Ayes.**
 - **Motion to approve budget as amended: Bill Willey motions; Kelly Aberasturi seconds; All Ayes.**
- Raul explained that some staff charge their time to both Federal and State programs. Raul added additional funds to the budget for retirement; and a merit increase based on staff individual performance.
- Marc inquired about status of getting Nationwide Insurance regarding retirement benefits. Larry Maneely gave Debbie a local contact number.
- \$50,000 in State Admin still needed to allocate. Some ideas to spend this:
 - May is Older Americans Act month and is nationally recognized. We could hold an event to build awareness for senior's i.e. education, volunteer recruitment and fundraising.
 - Strategic Planning (Staff, Board and Advisory Board) was proposed. Kelly suggests to spend dollars towards continued training and retention of staff.
 - Recommendation was made to place funds in marketing of services.

5. A3SSA PY 2019 Contracts Approval (**Attachment 4**)

- Raul explained that under the Transportation program there are centers that fall under contracts with EOA and Metro Community Services rather than the individual centers, as well as contracts with other providers listed in Attachment 4.
- Results of the RFP for Homemaker and Respite contracts were provided. A3SSA asked for 15 applications but ended up with 8. All providers returned with the exception of 24/7 Homecare, and the addition of two new providers, ResCare and Homewatch.
- Reimbursement rate was originally set at \$16.64 but Raul would like to increase it to \$16.67. The reason is that if a consumer was required to pay 40% of the cost they would receive a bill with a rate of \$6.66. Raul recommended to add the three cents to consider the negative impact of sending invoices with that rate.
- Approval of RFP winners and reimbursement increase and adjustment.
 - **Marc Shigeta motions; Larry Meneely seconds; All Ayes.**

6. A3SSA JPA Revisions (**Attachment 5**)

- Ada County Prosecuting Attorney's office brought the following concerns regarding the proposed revisions.

Article II(2) Even though the Area 3-SSA is created separate and apart from any member political subdivision, it is most likely still governed by Article 8 Section 3 of the Constitution which limits indebtedness to one year. Automatic renewals appear to implicate extending indebtedness over time.

Article XVI (6). Parties is never defined in the Agreement but based on the signatures, it appears that the parties to the agreement are the 10 counties who would sign. If the Area 3-SSA is separate and distinct from the counties, it is unclear why the 10 counties would agree to indemnify each other. Each board of county commissioners would have to agree to indemnify other counties.

Article XVI (8). Again the issue is with Parties. This provision has the 10 counties indemnifying a separate entity, the Area 3-SSA. It is unclear why each individual county would agree to indemnify a separate agency when each county lacks total control over the entity. Again each board of county commissioners would have to agree to indemnify the Area 3-SSA.

Article XVI (9). Again the issue is with Parties. This provision has the 10 counties obtaining insurance as well as the Area 3-SSA obtaining insurance. The Area 3-SSA is a separate entity and should obtain its own insurance coverage. County insurance coverage has nothing to do with the Area 3-SSA and should not be governed by this agreement.

Article XVI (10). Again the issue is with Parties. This provision has the 10 counties agreeing to waive their rights to a jury trial. The Area 3-SSA may want to waive its rights but this Agreement to establish the Area 3-SSA does not govern what a board of county commissioners decides to do regarding litigation. The chair of each county cannot waive this right for a county by signing this agreement without the approval of the entire board of county commissioners.

- Attorney Dan Blocksom was asked to call in during this agenda item and made the following recommendation to address the prosecuting attorney's concerns:
 - Modify to read Area 3 is required by the Joint Powers Agreement to carry insurance, not to require all counties to carry insurance.
 - Some provisions are what you would find in a Subscription Agreement rather than a Joint Powers Agreement.
 - Dan will remove verbiage regarding Jury Trial. (ARTICLE XVI, Section 13)
 - Discussion regarding having Commissioners from each county sign the agreement rather than solely the Chair's signature. Bill stated "After a vote is

taken, even if one of the county's disagrees with the vote, the Chair's signature signifies the vote of the commission."

- Dan will confer with Carl Ericson (Risk Management Legal Counsel) to resolve the differences in the Joint Powers Agreement. Specifically the issue of the counties indemnifying A3SSA.

7. A3SSA Conflict of Interest Policy Changes (**Attachment 6**)

- Raul brought to the Board an updated version, from the previously signed Conflict of Interest Policy with changes regarding language related to the Adult Protection and Ombudsman programs.
- **Approval of the Conflict of Interest Policy**
 - Bill Willey motions; Kelly Aberasturi approves; All Ayes.

8. VDHCBS Report (**Attachment 7**)

- Raul identified the challenges with invoicing and getting reimbursed by the Veterans Administration Medical Center.
- To ensure our payments are being received and to follow the status of each invoice A3SSA purchased a new software program (Change Healthcare for \$100 per month) to submit and track invoices to the VA. We can see in real time if our invoices are approved and paid.
- Kelly plans to contact Mike Crapo's staff to advocate a better payment plan to us from the VA for the benefit of the Treasure Valley's veteran senior population.
- Plans to revisit the months of April, May and June with regards to getting payment from the VA at the next Board meeting.

9. County Service Reports (**Attachment 8**)

- Raul will send out an email to the Board showing the breakdown of the services delivered for each county.

10. Other business:

- Approve Contract with ICOA
 - Action: Bill Willey motions to approve and have the Chair sign; Larry Meneely approves; All Ayes.
- Discussion regarding one staff that is considered full-time (over 30 hours) but has waived benefits. Raul proposes to pro-rate the amount of vacation, sick leave and holiday pay based on hours worked.

- The Board recommends that Raul speak with Dan Blocksom or ICRMP for a decision on this matter.

11. Next meeting: **September 2018**

12. Adjourn: **3:30 p.m.**

Marc Shigeta, Chair

Date