



AAIII Board Meeting

Date: 10/28/2020 Time: 1:30 PM to 3:30 PM

Dial in Number: [12087890851](tel:12087890851)

Conference ID: 255 887 647#

**Location: 701 S. Allen St. Ste 100
Meridian, Idaho 83642**

MINUTES

1. Roll Call
2. Call to Order
3. Approval of Minutes
 - Action: Approve Minutes – **Commissioner Kenyon motioned for the Board to approve the August 2020 minutes. Lisa Collini seconded. All Ayes. August 2020 minutes passed. No further discussion.**
4. 2021 1st Quarter Budget Review
 - SWIA3 goal is to be at 25% spent; we are currently sitting at 29% spent.
 - Legal assistance is overspent due to an adjustment from the previous year.
 - Both Home Delivered Meals and Congregate Meals expenditures are high mainly due to paying the double rate. That should balance out at the end of the year.
 - We have not implemented a Chore or a Case Management program as of yet.
 - Our plan is to incorporate a Case Management role into the Information and Assistance program. One position, however, was added in the Information & Assistance department due to the increase in calls for Adult Protective Services.
 - Services:
 - Home Delivered Meals trends are increasing. 18,000 meals delivered around this time last year. We were billed 20,000 meals last month.
 - Congregate meals are at a decline. That is due to the number of seniors staying home and isolating.
 - Participation in HMKR and Respite has been down. Low participation due to reluctance of having a stranger in homes. We do have another grant that also subsidizes respite called Consumer Direct Program.
 - Transportation has gone down but is on an incline recently.
 - We have been getting more phone calls through Information & Assistance. In particular, a significant amount of calls going to Adult Protective Services.
 - Online workgroups are being provided. We have workshops for caregivers, DSMP and also Kinship support groups.

- We launched a Friendly Calling Program
- We have a contract in place with Idaho Assistive Technology Project (IATP) to provide communication access to people in facilities.
- Food Box Partnership with LINC and IFB.
 - Action: Approve 2021 1st Quarter Budget Review – **Raul stated that since there were no changes to the Budget there was no need to put an approval before the Board.**

5. Staff Benefit Package

- Select Heath and Pacific Source options.
- Premium costs would be slightly lower if moving to Pacific Source.
- Proposing that we offer all three options; with the option of putting the cost savings toward staff retirement accounts. Not all staff currently participate in our insurance benefit package.
 - Action: Approve 2021 Benefit Package – **Commissioners Aberasturi and Kenyon suggests polling staff in a survey format, sharing the findings with the Board to vote on. Our insurance broker will send out a survey to staff for input. They will be available for a Q&A during a call-in meeting tentatively scheduled for Thursday, Nov 12, 2020. If no changes are made to the Benefit Package, then no meeting will take place. Raul will let the Board know.**

6. Staff Incentives Policy

- Allows supervisors to acknowledge good employees by giving them a gift card. For example, a \$15 card to Starbucks.
- Raul will check with ICOA due to monies used would be taxpayer dollars.
- Commissioner Kenyon suggested, as an option for staff recognition, that it would come from the Board.
- A suggestion was made that monies from the Board Annual Membership Fee be used towards these incentives for staff.
 - Action: Approve Staff Incentives Policy – **Raul will clarify in the policy that only those Membership funds can be used, and what can or cannot be purchased with the funds.**

7. AAIII 4 Year Area Plan Schedule

- ICOA Program Achievements and Review
- Establishing sub committees for the development of the area plan. Sub-committees are Universal, Targeted and Crises Services.
 - Advisory Council Area Plan Approval: June 2021
 - SWIA3 Board Approval: June 2021
 - Area Plan Submission: June 30, 2021
 - ICOA Area Plan Approval: October 15, 2021
 - Plan Covers: October 2021-September 2025

8. Building Move Update

- We were moved to a month-to-month lease with 120 days’ notice to vacate should we be asked. The owner of Hubble Homes stated that there was no urgency for us to move.
- Commissioner Aberasturi suggested that Raul continue seeking out an alternative building for a possible purchase.

9. 2021 Meeting Dates

Next Proposed Meetings

Closing Period	Meeting Date
2 nd Quarter	Wed, Jan 27, 2021 1:30pm – 3:30pm
3 rd Quarter	Wed, Apr 28, 2021 1:30pm – 3:30pm