



Area Agency on Aging

Lewis-Mason-Thurston Area Agency on Aging

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Lewis-Mason-Thurston Area Agency on Aging

Council of Governments

Meeting Minutes

June 28, 2018

Members Present

Commissioner Terri Drexler, Mason County; Commissioner Gary Stamper, Lewis County; Commissioner Gary Edwards, Thurston County

Members Absent

None

Staff Present

Mikle Yow, Administrative Secretary; Nicole Kiddoo, Executive Director; Joy McBride, Contracted Services Director; Dan Speigle, Fiscal Director (Fiscal Report Only)

Guests Present

Joyce Willms, Yelm Senior Center
Dennis Lingle, Yelm Senior Center
Jennifer Ferguson, Senior Community Insurances

Opening and Introductions

Commissioner Drexler called the meeting to order at 2:12 pm.

Approval of Minutes & Agenda

Commissioner Stamper moved to approve the minutes from the May 24, 2018 meeting. Commissioner Edwards seconded the motion, motion passed 3-0.

Commissioner Stamper moved to amend the agenda for June 28, 2018, with the following changes to:

Item IV- Contracts and Amendments; add consideration of the following:

- Department of Social & Health Services – State Federal Contract Amendment #4
- Senior Services for South Sound – Expanded Home Delivered Meals Contract Amendment.

Item IX – Executive Session: change the RCW reference 42.30.110 to 42.30.110(g).

Move the Public Comment item from VIII to follow the approval of minutes and agenda.

Commissioner Edwards seconded the motion, motion passed 3-0.

Public Comment

Joyce Willms and Dennis Lingle discussed financial issues related to the operation of the Yelm Senior Center and inquired about potential funding options available to senior centers.

Approval of Vouchers

Based on the recommendation of the Executive Director, Commissioner Stamper moved to approve 157 vouchers totaling \$275,135.33.

Batch of 5/29/2018, beginning with 1182927 and ending with 1182933, consisting of 6 voucher(s), non-contiguous, in the amount of \$17,375.55

Batch of 5/29/2018, beginning with 1182936 and ending with 1182947, consisting of 7 voucher(s), non-contiguous, in the amount of \$993.72

Batch of 5/29/2018, beginning with 1182975 and ending with 1182975, consisting of 1 voucher(s), contiguous, in the amount of \$1,320.56

Batch of 5/29/2018, beginning with 1183323 and ending with 1183326, consisting of 4 voucher(s), contiguous, in the amount of \$33,367.83

Batch of 5/29/2018, beginning with 1183329 and ending with 1183332, consisting of 3 voucher(s), non-contiguous, in the amount of \$443.43

Batch of 5/31/2018, beginning with 1184277 and ending with 1184290, consisting of 10 voucher(s), non-contiguous, in the amount of \$63,228.96

Batch of 6/4/2018, beginning with 1185892 and ending with 1185895, consisting of 4 voucher(s), contiguous, in the amount of \$1,650.57

Batch of 6/6/2018, beginning with 1186019 and ending with 1183860, consisting of 5 voucher(s), non-contiguous, in the amount of \$32,193.51

Batch of 6/5/2018, beginning with 1186238 and ending with 1186802, consisting of 12 voucher(s), non-contiguous, in the amount of \$2,847.36

Batch of 6/7/2018, beginning with 1186893 and ending with 1186893, consisting of 1 voucher(s), contiguous, in the amount of \$2,137.16

Batch of 6/7/2018, beginning with 1186894 and ending with 1186897, consisting of 4 voucher(s), contiguous, in the amount of \$2,180.70

Batch of 6/18/2018, beginning with 1190227 and ending with 1190259, consisting of 25 voucher(s), non-contiguous, in the amount of \$2,399.55

Batch of 6/18/2018, beginning with 1190261 and ending with 1190261, consisting of 1 voucher(s), non-contiguous, in the amount of \$10,404.86

Batch of 6/18/2018, beginning with 1190265 and ending with 1190289, consisting of 24 voucher(s), non-contiguous, in the amount of \$3,551.50

Batch of 6/18/2018, beginning with 1190293 and ending with 1190312, consisting of 15 voucher(s), non-contiguous, in the amount of \$3,043.45

Batch of 6/18/2018, beginning with 1190313 and ending with 1190335, consisting of 13 voucher(s), non-contiguous, in the amount of \$4,221.15

Batch of 6/19/2018, beginning with 1190530 and ending with 1190531, consisting of 2 voucher(s), contiguous, in the amount of \$2,944.78

Batch of 6/19/2018, beginning with 1190550 and ending with 1190576, consisting of 13 voucher(s), non-contiguous, in the amount of \$84,403.42

Batch of 6/19/2018, beginning with 1190589 and ending with 1190597, consisting of 7 voucher(s), non-contiguous, in the amount of \$6,427.27

Commissioner Edwards seconded the motion, motion passed 3-0.

Contracts & Amendments

Contracted Services Director, Joy McBride, gave a description of the following contracts and amendments presented to the CoG for approval:

Department of Social & Health Services – Caregiver Training Contract

Based on the recommendation of the Executive Director, Commissioner Stamper moved to approve Department of Social and Health Services Contract #1869-32286, Caregiver Training, for the period July 1, 2018, through June 30, 2019. Commissioner Edwards seconded the motion, motion passed 3-0.

Department of Social & Health Services – State/Federal Contract

Based on the recommendation of the Executive Director, Commissioner Stamper moved to approve Department of Social and Health Services Contract #1869-31853, State/Federal, in the amount of \$6,559,811, for the period July 1, 2018,

through June 30, 2019. Commissioner Edwards seconded the motion, motion passed 3-0.

Department of Social & Health Services – State/Federal Contract Amendment #4

Based on the recommendation of the Executive Director, Commissioner Stamper moved to approve Department of Social and Health Services Contract #1769-93483, Amendment #4, reducing the total award by \$4,000, for a new maximum award of \$6,048,178, for the period July 1, 2017, through June 30, 2018. Commissioner Edwards seconded the motion, motion passed 3-0.

Catholic Community Services – Expanded Home Delivered Meals Contract

Based on the recommendation of the Executive Director, Commissioner Stamper moved to approve a contract for Expanded Home Delivered Meal Services with Catholic Community Services in an amount not to exceed \$15,473 in SB5736 State funds, for the period July 1, 2018, through June 30, 2019. Commissioner Edwards seconded the motion, motion passed 3-0.

Senior Services for South Sound – Expanded Home Delivered Meals Contract

Based on the recommendation of the Executive Director, Commissioner Stamper moved to approve a contract for Expanded Home Delivered Meal Services with Senior Services for South Sound in an amount not to exceed \$23,209 in SB5736 State funds, for the period July 1, 2018, through June 30, 2019. Commissioner Edwards seconded the motion, motion passed 3-0.

Advanced Health Care Inc. – Level 3 In-Home Respite Care Contract Amendment

Based on the recommendation of the Executive Director, Commissioner Stamper moved to approve an amendment to our Level 3 In-Home Respite contract with Advanced Health Care, Inc., in order to extend the period of performance for an additional year from July 1, 2018 through June 30, 2019. The vendor rates remain unchanged at \$60.00 per hour (2-hour minimum) and \$100.00 per hour (1-hour visit). Commissioner Edwards seconded the motion, motion passed 3-0.

Candy’s Nurse Delegation Services – Level 3 In-home Respite Care Contract Amendment

Based on the recommendation of the Executive Director, Commissioner Stamper moved to approve an amendment to our Level 3 In-Home Respite contract with Candy’s Nurse Delegation Services, in order to extend the period of performance for an additional year from July 1, 2018 through June 30, 2019. The vendor rate remains unchanged at \$50.00 per hour. Commissioner Edwards seconded the motion, motion passed 3-0.

Family Education and Support Services – Kinship Caregivers Support Program Contract Amendment #5

Based on the recommendation of the Executive Director, Commissioner Stamper moved to approve an amendment to our Kinship Caregivers Support Program contract with Family Education and Support Services in order to decrease the ceiling award, effective June 1, 2018. The amendment decreases the ceiling award by \$3,600 for a new ceiling award of \$76,567 for the period July 1, 2017 through June 30, 2018. Commissioner Edwards seconded the motion, motion passed 3-0.

Family Education and Support Services – Kinship Caregivers Support Program Contract Amendment #6

Based on the recommendation of the Executive Director, Commissioner Stamper moved to approve an amendment to our Kinship Caregivers Support Program contract with Family Education and Support Services in order to extend the period of performance and decrease the ceiling award, effective July 1, 2018. The amendment decreases the ceiling award by \$20,262 for a new ceiling award of \$56,305 for the period July 1, 2018 through June 30, 2019. Commissioner Edwards seconded the motion, motion passed 3-0.

Family Education and Support Services –Kinship Navigator Program Contract Amendment

Based on the recommendation of the Executive Director, Commissioner Stamper moved to approve an amendment to our Kinship Navigator Program contract with Family Education and Support Services in order to extend the period of performance and decrease the ceiling award, effective July 1, 2018. The amendment decreases the ceiling award by \$5,174 for a new ceiling award of \$79,426 for the period July 1, 2018 through June 30, 2019. Commissioner Edwards seconded the motion, motion passed 3-0.

Family Education and Support Services – Family Caregiver Support Program Contract Amendment

Based on the recommendation of the Executive Director, Commissioner Stamper moved to approve an amendment to our Family Caregiver Support Program contract with Family Education and Support Services in order to extend the period of performance, and decrease the ceiling award, effective July 1, 2018. The amendment decreases the ceiling award by \$6 for a new ceiling award of \$18,000 for the period July 1, 2018 through June 30, 2019. Commissioner Edwards seconded the motion, motion passed 3-0.

Senior Services for South Sound – Out of Home Respite Care Contract Amendment

Based on the recommendation of the Executive Director, Commissioner Stamper moved to approve an amendment to our Adult Day Care Out-of-Home Respite contract with Senior Services for South Sound, in order to extend the period of performance from July 1, 2018 through June 30, 2019. The vendor rates remain

unchanged at \$40.57 per day in Thurston County and \$38.48 per day in Mason County. Commissioner Edwards seconded the motion, motion passed 3-0.

Paul Tosch – Long Term Care Ombudsman Contract Amendment

Based on the recommendation of the Executive Director, Commissioner Stamper moved to approve an amendment to our Regional Long Term Care Ombudsman Program contract with Paul Tosch, in order to extend the period of performance and decrease the ceiling award, effective July 1, 2018. The amendment decreases the ceiling award by \$20,295 for a new ceiling award of \$52,785 for the period July 1, 2018 through June 30, 2019. Commissioner Edwards seconded the motion, motion passed 3-0.

Eldercare Counseling & Guidance Services – Family Caregiver Counseling Contract Amendment

Based on the recommendation of the Executive Director, Commissioner Stamper moved to approve an amendment to our Family Caregiver Counseling Services contract with Eldercare Counseling & Guidance Services, in order to extend the period of performance for an additional year from July 1, 2018 through June 30, 2019. The vendor rate remains unchanged at \$120 per session, in or out of the office. Commissioner Edwards seconded the motion, motion passed 3-0.

Barbara Zan-Stanfield – Family Caregiver Counseling Contract Amendment

Based on the recommendation of the Executive Director, Commissioner Stamper moved to approve an amendment to our Family Caregiver Counseling Services contract with Barbara Zan-Stanfield, LMHC, in order to extend the period of performance for an additional year from July 1, 2018 through June 30, 2019. The vendor rates remain unchanged at \$95 per session in office; \$120 per session out of office within Chehalis/Centralia city limits; and \$130 per session out of office outside Chehalis/Centralia city limits. Commissioner Edwards seconded the motion, motion passed 3-0.

Senior Services for South Sound – Expanded Home Delivered Meals Contract Amendment

Based on the recommendation of the Executive Director, Commissioner Stamper moved to approve an amendment to our SB5736 Expanded Home Delivered Meal Services contract with Senior Services for South Sound, in order to increase the ceiling award, effective May 1, 2018. The amendment adds \$3,000 for a new ceiling award of \$26,209 for the period December 1, 2017 through June 30, 2018. Commissioner Edwards seconded the motion, motion passed 3-0.

Advisory Council Report

No report was provided, as the Advisory Council Vice-Chair was unable to attend. Executive Director Kiddoo gave a brief overview of the June 6, 2018, Advisory Council meeting.

Fiscal Director's Report

Fiscal Director, Dan Speigle, gave an agency financial update to the CoG. Also discussed was a proposed change to the period for recognizing revenue and GASB fund balance designations. These two items will be further discussed at a later date, following input from the State Auditor's Office.

Executive Director's Report

Executive Director, Nicole Kiddoo, reported on Advisory Council training, as well as plans for professional and staff development training going forward. The first all-staff training is scheduled for August 17th.

The Thurston County Board of Commissioners would like an LMTAAA agency overview presentation in August. Executive Director Kiddoo offered to give that presentation on behalf of the CoG.

Executive Session

The Council entered into Executive Session at 4:12 pm, citing RCW 42.30.110(g), for 22 minutes. No action was taken during Executive Session.

Adjournment

The meeting was adjourned at 4:34 pm. The next regular meeting of the CoG is scheduled for Thursday, July 26, 2018, at 2pm in the Olympia LMTAAA office.

Approved:

Submitted by:

Joy McBride
