



Lewis-Mason-Thurston Area Agency on Aging

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Area Agency on Aging

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Lewis-Mason-Thurston Area Agency on Aging

Council of Governments

Meeting Minutes

August 23, 2018

Members Present

Commissioner Terri Drexler, Mason County
Commissioner Gary Stamper, Lewis County

Members Absent

Commissioner Gary Edwards, Thurston County

Staff Present

Nicole Kiddoo, Executive Director; Joy McBride, Contracted Services Director;
Dan Speigle, Fiscal Director (Fiscal Report Only); Rebecca Holmes, Contracted
Administrative Support Secretary

Guests Present

Gwen Gadberry, Mason County, LMTAAA Advisory Council

Opening and Introductions

Commissioner Drexler called the meeting to order at 2:01 pm.

Approval of Minutes & Agenda

Commissioner Stamper moved to approve the minutes from the July 26, 2018, meeting and the agenda for August 23, 2018, meeting.

Commissioner Drexler seconded the motion, motion passed 2-0.

Approval of Vouchers

Based on the recommendation of the Executive Director, Commissioner Stamper moved to approve vouchers starting with batch of 7/30/2018, beginning with 1203516 and ending with 1203519, consisting of 4 voucher(s), contiguous, in the amount of \$21,819.08, and ending with the batch of 8/16/2018, beginning with

1208974 and ending with 1208976, consisting of 3 voucher(s), contiguous, in the amount of \$33,242.46, for a total dollar amount of \$236,218.52:

Batch of 7/30/2018, beginning with 1203516 and ending with 1203519, consisting of 4 voucher(s), contiguous, in the amount of \$21,819.08,

Batch of 7/30/2018, beginning with 1203528 and ending with 1203537 consisting of 5 voucher(s), non-contiguous, in the amount of \$1,686.52;

Batch of 7/30/2018, beginning with 1203541 and ending with 1203547, consisting of 7 voucher(s), contiguous, in the amount of \$29,132.54;

Batch of 8/7/2018, beginning with 1205918 and ending with 1205946, consisting of 19 voucher(s), non-contiguous, in the amount of \$2,557.13;

Batch of 8/7/2018, beginning with 1206348 and ending with 1206398, consisting of 23 voucher(s), non-contiguous, in the amount of \$3,965.93;

Batch of 8/7/2018, beginning with 1206531 and ending with 1206584, consisting of 17 voucher(s), non-contiguous, in the amount of \$3,899.97;

Batch of 8/7/2018, beginning with 1206597 and ending with 1206597, consisting of 1 voucher(s), contiguous, in the amount of \$17,713.83;

Batch of 8/7/2018, beginning with 1206618 and ending with 1206623, consisting of 6 voucher(s), contiguous, in the amount of \$20,931.87;

Batch of 8/8/2018, beginning with 1206645 and ending with 1206662, consisting of 11 voucher(s), non-contiguous, in the amount of 46,792.22;

Batch of 8/15/2018, beginning with 1208939 and ending with 1208939, consisting of 1 voucher(s), contiguous, in the amount of \$7,831.62;

Batch of 8/15/2018, beginning with 1208941 and ending with 1208953, consisting of 11 voucher(s), non-contiguous, in the amount of 1,058.27;

Batch of 8/16/2018, beginning with 1208959 and ending with 1208973, consisting of 3 voucher(s), non-contiguous, in the amount of \$12,326.13;

Batch of 8/16/2018, beginning with 1208965 and ending with 1208972, consisting of 8 voucher(s), contiguous, in the amount of \$50,974.78;

Batch of 8/16/2018, beginning with 1208974 and ending with 1208976, consisting of 3 voucher(s), contiguous, in the amount of \$33,242.46.

Commissioner Drexler seconded the motion, motion passed 2-0.

Contracted Services Director's Report

Joy McBride informed the Commissioners that the Agency has received an increase in OAA and NSIP funding, which will allow some increases in ceiling awards to providers whose service provision is high and likely to exceed projections. The following contract amendments are results of these allocations:

Catholic Community Services – Home Delivered Meal Amendment

Based on the recommendation of the Executive Director, Commissioner Stamper moved to approve an amendment to our Home-Delivered Meals contract with Catholic Community Services in order to increase the ceiling award for the Nutrition Services Incentive Program (NSIP) and Older Americans Act (OAA) funding, effective August 1, 2018. The amendment adds \$1,392 for a new NSIP ceiling award of \$19,917 and \$5,920 for a new OAA ceiling award of \$79,927 for the period of January 1, 2018 through December 31, 2018. Commissioner Drexler seconded the motion, motion passed 2-0.

Lewis County Seniors – Congregate Nutrition Amendment

Based on the recommendation of the Executive Director, Commissioner Stamper moved to approve an amendment to our Congregate Meals contract with Lewis County Seniors in order to increase the ceiling award for the Nutrition Services Incentive Program (NSIP) funding and Older Americans Act funding, effective August 1, 2018. The amendment adds \$2,194 for a new NSIP ceiling award of \$26,894 and \$12,742 for a new OAA ceiling award of \$140,159 for the period of January 1, 2018 through December 31, 2018. Commissioner Drexler seconded the motion, motion passed 2-0.

Senior Services for South Sound – Congregate and Home Delivered Meals Amendment

Based on the recommendation of the Executive Director, Commissioner Stamper moved to approve an amendment to our Congregate and Home-Delivered Meals contract with Senior Services for South Sound in order to increase the ceiling award for the Nutrition Services Incentive Program (NSIP) funding and Older Americans Act (OAA), effective August 1, 2018. The amendment adds \$3,158 to Congregate Meals for a new NSIP ceiling award of \$34,033 and adds \$4,178 to Home-Delivered Meals for a new NSIP ceiling award of \$53,578, for the period January 1, 2018, through December 31, 2018. It also adds \$25,650 for a new Congregate Meals OAA ceiling award of \$196,650, for the period January 1, 2018, through December 31, 2018. The ceiling award for OAA Home Delivered Meals remains unchanged. Commissioner Drexler seconded the motion, motion passed 2-0.

Mason Transit Authority – Transportation Amendment

Based on the recommendation of the Executive Director, Commissioner Stamper moved to approve an amendment to the Transportation contract with Mason Transit Authority in order to increase the ceiling award, effective August 1, 2018. The amendment adds \$9,810 for a new ceiling award of \$38,910 for the period January 1, 2018 through December 31, 2018. Commissioner Drexler seconded the motion, motion passed 2-0.

Fiscal Director's Report

Fiscal Director, Dan Speigle, gave an agency financial update to the CoG. He stated that financially, the Agency is in a very similar position as last month and would be doing a billing soon. The forecasted deficit he had mentioned last month will not come to fruition; instead, all revenues will be recognized.

MOTION: Based on the recommendation of the Executive Director, Commissioner Stamper moved that the December 31, 2017, Reserved Fund Balance for Title 19 – Medicaid / Aging Network be changed to \$1,000,221.00. Commissioner Drexler seconded the motion, motion passed 2-0.

Advisory Council Report

Gwen Gadberry sat in for Advisory Council Vice-Chair, Ida Sevier, and reported on the August Advisory Council meeting. She distributed a handout that the Council had prepared, outlining the role of the Advisory Council, Action items, and other member needs, such as an info card that Council members could distribute to the community. They are also developing an “elevator speech” that they can use in the community. Regarding the Fall Conference, she stated that they are encouraging all to attend. She shared the Dementia Action Collaborative’s Dementia Roadmap, and each Commissioner received a copy.

Executive Director's Report

Executive Director, Nicole Kiddoo, gave an agency update. She talked about the staff day that was held last week. It began with staff self-awareness and communication exercises, and after lunch staff heard reports from each unit in the agency about what they do. In October there will be a facilitated discussion about LMTAAA’s vision for the future. Focus areas and strategic planning talks are in the beginning phases.

The end of last year’s audit is in view, with the new audit beginning in two weeks. Commissioner Drexler stated that she would be available to attend the audit exit interview.

Commissioner Drexler asked about the issues of senior computer literacy and senior behavioral health as it had been raised by the AC, wondering how LMT was addressing these needs. Nicole stated that these were being included in the above mentioned strategic planning talks.

Commissioner Drexler also asked about LMT’s progress on MAC/TSOA, with Nicole responding that LMT has already begun this work, and that there are many workgroups at the W4A level focused on how best to get these services off the ground.

Public Comments

There were no public comments.

Executive Session

The council entered into Executive Session at 2:50 pm, citing RCW 42.30.110(g), for 30 minutes. No action was taken.

Adjournment

The meeting was adjourned at 3:12 pm. The next regular meeting of the CoG is scheduled for Thursday, September 27, 2018, at 2pm in the Olympia LMTAAA office.

Approved:

Submitted by:

Rebecca Holmes

Contracted Administrative Support Secretary