



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

May 23, 2019

Members Present: Commissioner Gary Stamper, Lewis County; Gary Edwards, Thurston County; and Commissioner Sharon Trask, Mason County

Members Absent: N/A

Staff Present: Nicole Kiddoo, Executive Director; Joy McBride, Contracted Services Director; Dan Speigle, Fiscal Director; Valerie Aubertin-Lamb, Contracts Manager; Mikle Yow, Case Aide; and Charyl Warriner, Executive Assistant

Guests Present: Ida Sevier, Advisory Council Vice-Chair

Opening and Introductions

Commissioner Stamper called the meeting to order at 2:03 p.m.

Approval of Minutes & Agenda: Commissioner Trask moved to approve the minutes from the February 14, 2019 Special meeting, as well as the Draft Agenda for the May 23, 2019 meeting. Commissioner Stamper seconded the motion; call to question, the motion passed unanimously.

Advisory Council Report: (This report was taken out of order)

Advisory Council Vice-Chair, Ida Sevier, reported on the progress of a small group within the Advisory Council on refining their public presentations. Ida shared that the Council is working to create an action plan and determine what resources are needed to set and meet the goals of the Council in 2019. Discussion ensued on current issues within each County, including a proclamation made by the Mason County Board of Commissioners acknowledging May as Older Americans Month. Ida also reported that due to the upcoming holiday, and a vote by the Council, that there will not be an Advisory Council meeting July 2019.

Approval of Vouchers: Based on the recommendation of the Executive Director, Commissioner Edwards moved to approve 619 vouchers totaling \$1,000,929.77; the vouchers were presented in a new format on the Memorandum.

Batch 1655 of 11/27/2018, beginning with 1243003 and ending with 1243009, consisting of 6 voucher(s), non-contiguous, in the amount of \$1,796.79

Batch 2181 of 01/03/2019, beginning with 1254849 and ending with 1254849, consisting of 1 voucher(s), contiguous, in the amount of \$9,156.07

Batch 2750 of 01/29/2019, beginning with 1261941 and ending with 1262416, consisting of 5 voucher(s), non-contiguous, in the amount of \$42,354.58

Batch 2583 of 01/22/2019, beginning with 1260327 and ending with 1260360, consisting of 23 voucher(s), non-contiguous, in the amount of \$3,371.39

Batch 2590 of 01/22/2019, beginning with 1260368 and ending with 1260409, consisting of 24 voucher(s), non-contiguous, in the amount of \$2,566.18

Batch 2667 of 01/24/2019 beginning with 1261230 and ending with 1261235, consisting of 5 voucher(s), non-contiguous, in the amount of \$405.07

Batch 2784 of 01/29/2019, beginning with 1262420 and ending with 1262421, consisting of 2 voucher(s), contiguous, in the amount of \$6,856.50

Batch 2846 of 01/31/2019 beginning with 1263135 and ending with 1263137, consisting of 3 voucher(s), contiguous, in the amount of \$6,570.42

Batch 2891 of 02/05/2019, beginning with 1264675 and ending with 1264874, consisting of 28 voucher(s), non-contiguous, in the amount of \$12,624.53

Batch 2896 of 02/05/2019, beginning with 1264897 and ending with 1264897, consisting of 1 voucher(s), contiguous, in the amount of \$5,725.01

Batch 2994 of 02/14/2019, beginning with 1267487 and ending with 1267526, consisting of 16 voucher(s), non-contiguous, in the amount of \$105,111.96

Batch 2996 of 02/14/2019, beginning with 1267531 and ending with 1267542, consisting of 12 voucher(s), contiguous, in the amount of \$38,392.65

Batch 2997 of 02/14/2019, beginning with 1267543 and ending with 1267543, consisting of 1 voucher(s), contiguous, in the amount of \$98.65

Batch 3042 of 02/19/2019, beginning with 1268427 and ending with 1268464, consisting of 31 voucher(s), non-contiguous, in the amount of \$10,136.04

Batch 3043 of 02/19/2019, beginning with 1268465 and ending with 1268468, consisting of 4 voucher(s), contiguous, in the amount of \$4,697.33

Batch 3044 of 02/19/2019, beginning with 1268469 and ending with 1268472, consisting of 4 voucher(s), contiguous, in the amount of \$912.66

Batch 3216 of 02/27/2019, beginning with 1271139 and ending with 1271165, consisting of 25 voucher(s), non-contiguous, in the amount of \$4,121.86

Batch 3218 of 02/27/2019, beginning with 1271167 and ending with 1271191, consisting of 24 voucher(s), non-contiguous, in the amount of \$ 22,375.68

Batch 3221 of 02/27/2019, beginning with 1271235 and ending with 1271242, consisting of 5 voucher(s), non-contiguous, in the amount of \$42,354.58

Batch 3239 of 02/28/2019, beginning with 1271601 and ending with 1271609, consisting of 4 voucher(s), non-contiguous, in the amount of \$2,588.62

Batch 3348 of 03/03/2019, beginning with 1274312 and ending with 1274313, consisting of 2 voucher(s), contiguous, in the amount of \$4,327.57

Batch 3363 of 03/08/2019, beginning with 1274882 and ending with 1274887, consisting of 5 voucher(s), non-contiguous, in the amount of \$12,941.94

Batch 3365 of 03/08/2019, beginning with 1274896 and ending with 1274903, consisting of 4 voucher(s), non-contiguous, in the amount of \$59,174.53

Batch 3431 of 03/14/2019, beginning with 1276120 and ending with 1276228, consisting of 40 voucher(s), non-contiguous, in the amount of \$4,764.24

Batch 3447 of 03/15/2019, beginning with 1276687 and ending with 1276687, consisting of 1 voucher(s), contiguous, in the amount of \$5,326.97

Batch 3459 of 03/26/2019, beginning with 1276850 and ending with 1276854, consisting of 5 voucher(s), contiguous, in the amount of \$42,354.58

Batch 3520 of 03/20/2019, beginning with 1278211 and ending with 1278372, consisting of 23 voucher(s), non-contiguous, in the amount of \$86,189.38

Batch 3666 of 03/27/2019, beginning with 1281026 and ending with 1281032, consisting of 7 voucher(s), contiguous, in the amount of \$12,756.79

Batch 3668 of 03/26/2019, beginning with 1280515 and ending with 1280531, consisting of 6 voucher(s), non-contiguous, in the amount of \$1,228.16

Batch 3681 of 03/27/2019, beginning with 1280957 and ending with 1281010, consisting of 15 voucher(s), non-contiguous, in the amount of \$86,789.83

Batch 3691 of 03/27/2019, beginning with 1281066 and ending with 1281066, consisting of 1 voucher(s), contiguous, in the amount of \$6,238.66

Batch 3694 of 03/28/2019, beginning with 1281077 and ending with 1281077, consisting of 1 voucher(s), contiguous, in the amount of \$4,814.67

Batch 3723 of 04/03/2019, beginning with 1281794 and ending with 1283170, consisting of 32 voucher(s), non-contiguous, in the amount of \$5,497.97

Batch 3737 of 04/01/2019, beginning with 1282747 and ending with 1282748, consisting of 2 voucher(s), contiguous, in the amount of \$851.68

Batch 3745 of 04/01/2019, beginning with 1282764 and ending with 1282774, consisting of 8 voucher(s), non-contiguous, in the amount of \$40,696.97

Batch 3771 of 04/03/2019, beginning with 1283150 and ending with 1283150, consisting of 1 voucher(s), contiguous, in the amount of \$400.00

Batch 3778 of 04/03/2019, beginning with 1283175 and ending with 1283175, consisting of 1 voucher(s), contiguous, in the amount of \$222.40

Batch 3815 of 04/05/2019, beginning with 1283765 and ending with 1283903, consisting of 5 voucher(s), non-contiguous, in the amount of \$472.99

Batch 3817 of 04/05/2019, beginning with 1283772 and ending with 1283920, consisting of 24 voucher(s), non-contiguous, in the amount of \$5,946.77

Batch 3855 of 04/08/2019, beginning with 1284158 and ending with 1284163, consisting of 3 voucher(s), non-contiguous, in the amount of \$721.91

Batch 3858 of 04/08/2019, beginning with 1284182 and ending with 1284787, consisting of 23 voucher(s), non-contiguous, in the amount of \$25,598.10

Batch 3957 of 04/15/2019, beginning with 1286633 and ending with 1286661, consisting of 11 voucher(s), non-contiguous, in the amount of \$1,634.66

Batch 3963 of 04/15/2019, beginning with 1286686 and ending with 1286687, consisting of 2 voucher(s), contiguous, in the amount of \$615.68

Batch 3972 of 04/15/2019, beginning with 1286887 and ending with 1286891, consisting of 4 voucher(s), non-contiguous, in the amount of \$751.78

Batch 3988 of 04/16/2019, beginning with 1287179 and ending with 1287199, consisting of 15 voucher(s), non-contiguous, in the amount of \$2,996.86

Batch 4086 of 04/23/2019, beginning with 1289009 and ending with 1289010, consisting of 2 voucher(s), contiguous, in the amount of \$184.50

Batch 4088 of 04/23/2019, beginning with 1289012 and ending with 1289981, consisting of 10 voucher(s), non-contiguous, in the amount of \$3,111.08

Batch 4093 of 04/23/2019, beginning with 1289031 and ending with 1289037, consisting of 4 voucher(s), non-contiguous, in the amount of \$9,246.85

Batch 4095 of 04/23/2019, beginning with 1289040 and ending with 1289065, consisting of 12 voucher(s), non-contiguous, in the amount of \$ 2,996.89

Batch 4119 of 04/24/2019, beginning with 1289442 and ending with 1289442, consisting of 1 voucher(s), contiguous, in the amount of \$11,515.68

Batch 4122 of 04/24/2019, beginning with 1289457 and ending with 1289470, consisting of 5 voucher(s), non-contiguous, in the amount of \$42,354.58

Batch 4140 of 04/24/2019, beginning with 1289710 and ending with 1289713, consisting of 4 voucher(s), contiguous, in the amount of \$38.30

Batch 4147 of 04/24/2019, beginning with 1289828 and ending with 1289830, consisting of 2 voucher(s), non-contiguous, in the amount of \$7,020.17

Batch 4164 of 04/25/2019, beginning with 1289986 and ending with 1289995, consisting of 9 voucher(s), non-contiguous, in the amount of \$1,203.85

Batch 4177 of 04/26/2019, beginning with 1290276 and ending with 1290278, consisting of 2 voucher(s), non-contiguous, in the amount of \$2,226.53

Batch 4213 of 04/29/2019, beginning with 1290681 and ending with 1290869, consisting of 11 voucher(s), non-contiguous, in the amount of \$67,737.79

Batch 4226 of 04/30/2019, beginning with 1290877 and ending with 1290911, consisting of 12 voucher(s), non-contiguous, in the amount of \$93,375.80

Batch 4233 of 04/30/2019, beginning with 1290971 and ending with 1290977, consisting of 5 voucher(s), non-contiguous, in the amount of \$845.44

Batch 4295 of 05/03/2019, beginning with 1293707 and ending with 1293714, consisting of 6 voucher(s), non-contiguous, in the amount of \$899.27

Batch 4347 of 05/08/2019, beginning with 1294476 and ending with 1294483, consisting of 5 voucher(s), non-contiguous, in the amount of \$1,563.25

Batch 4355 of 05/08/2019, beginning with 1294489 and ending with 1294577, consisting of 15 voucher(s), non-contiguous, in the amount of \$6,883.48

Batch 4405 of 05/10/2019, beginning with 1295490 and ending with 1295532, consisting of 35 voucher(s), non-contiguous, in the amount of \$6,487.19

Batch 4409 of 05/10/2019, beginning with 1295545 and ending with 1295548, consisting of 4 voucher(s), contiguous, in the amount of \$5,233.67

Batch 4512 of 05/17/2019, beginning with 1297308 and ending with 1297308, consisting of 1 voucher(s), contiguous, in the amount of \$1,201.20

Batch 4515 of 05/17/2019, beginning with 1297319 and ending with 1297362, consisting of 9 voucher(s), non-contiguous, in the amount of \$ 1,272.59

Commissioner Trask seconded the motion, motion passed unanimously.

Executive Director's Report: Executive Director, Nicole Kiddoo, reported on a variety of topics.

➤ **Lewis Mason Thurston Area Agency on Aging Leadership Academy**

The LMTAAA is proud to announce that we had 13 graduates from the *Excellence in Leadership Academy*, on Friday, May 3, 2019. Julie Lancaster, over a period of six (6) sessions, covered more than 60 topics with our students. These students spoke highly of the class, and noted on the positive experience, and the leadership skills they enhanced while attending the course. The Agency is hopeful to continue offering the Leadership Academy on an annual basis.

➤ **N4A Updates**

- Executive Director, Nicole Kiddoo, attended the National Association of Area Agencies on Aging (N4A) policy briefing in Washington, D.C., and met with local and national colleagues. Nicole shared the Policy Priorities packet with the Commissioners and discussed the focus of the OAA re-authorization. Among those in attendance at the briefing in D.C., was the CEO of N4A, Sandy Markwood.
- Nicole has been nominated to the n4a Board, and will be running for an alternate position. If elected, this would mean she would be supporting Washington, Idaho and Oregon. There was discussion among the Commissioners as to the benefit for all of us within the Agency to have Nicole on as a representative.

➤ **NANASP Updates**

NANASP Director, Bob Blancato, visited LMTAAA in February and met with Contract Manager Valerie Aubertin-Lamb at a few of our local meal sites. This was part of a research project, in which he gathered data from local participants that shows the importance of socialization as part of the congregate nutrition program. The goal will be for the OAA to re-authorize a grant for a 5-year project, as opposed to the previous 3-year project.

- **AREA PLAN DEVELOPMENT** - The Agency is in the process of developing our 2020-2023 Area Plan, which will be due for final submittal by October 4, 2019. This plan has four new focus themes: 1) Healthy aging; 2) Expanding/strengthening services; 3) Person-centered based services; and 4) Tribal Connectivity. We will be holding community forums throughout the Lewis, Mason and Thurston counties, and will be posting the dates and times on our website and in the newspapers.
- **Lawsuit Update-**. The Agency's legal representative made a motion for Summary Judgment in Thurston County Superior Court in April, the Judge dismissed the case, and it has since been appealed.

Contracted Services Director's Report: Contracted Services Director, Joy McBride, updated the Council on various items.

- **CONTRACTS** – there are no contracts to approve at this time
- **SENIOR FARMERS MARKET This annual program**– starts June 1 and runs through October 31, 2019. The program is run by Lewis County Seniors and Senior Services for South Sound, our congregate nutrition providers. Eligible seniors may receive \$40 worth of vouchers to purchase fresh fruits and vegetables from participating vendors. Discussion ensued on a match program available for those using EBT cards for up to \$20.
- **FESS (FAMILY EDUCATION AND SUPPORT SERVICES)**

The Kinship Caregiver Support Program generally requests additional funds annually, as many families need the assistance. In the month of April, there were 27 families on the waiting list. Our agency was able to add \$27,000 to the program, through a combination of \$15,000 of unused funds from other AAAs, and an approval from AL TSA to exceed the 10% cap on existing Older Americans Act Title III E fund for Services to Grandparents. The Kinship Navigator Program requested an additional \$3,511 to hold a workshop for kinship caregivers in Lewis County, but there was no excess funding available state-wide. LMTAAA obtained permission from AL TSA to transfer this amount from OAA III E funds to the KNP program, so that FESS can hold an 8-week workshop for trauma informed caregiving.

Fiscal Director's Report: Fiscal Director, Dan Speigle, gave an agency financial update to the Council.

- A review of funding balance designations for the 2018 financial statements was provided. Based on the recommendation of the Executive Director, Commissioner Edwards moved to approve the following amounts and designations of fund balance as of December 31, 2018:

Non-spendable - Prepaid Lease	34,193.58
Non-spendable - Prepaid Insurance	29,539.33
Non-spendable - Prepaid HRA	89,779.00
Restricted - Title 19 & Aging Network	1,659,932.00
Restricted - Medicaid Transformation Demonstration	61,012.00
Restricted - Working Capital Advance from DSHS	1,238,620.00
Committed - Leave Balance Fund	203,879.81
Assigned - Contingency Fund	950,000.00
Assigned - Area Plan Support	122,306.00
Assigned - Website Development	20,000.00

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

- A summary of cash, receivables, and payables as of May 16, 2019, was provided, as well as an update on caseload counts.
- Starting July 2018, the State started giving us credit and limited compensation for clients who are listed in our case management but do not have a paid caregiver. As we enter the third year of the Medicaid Transformation Demonstration waiver, in January 2019, the State started paying for that program based partly on client counts: they pay one rate for dyads, which is a client and caregiver, and a lower rate for individuals without a caregiver.
- The State Auditors completed our 2017 audit, and the report was favorable. They are scheduled to return on July 18, 2019 to begin our 2018 audit.

Adjournment: Commissioner Trask made a motion to adjourn the meeting; Commissioner Edwards seconded the motion. Call to question. The motion passed 3-0. The meeting was adjourned at 3:18 p.m. The next regular meeting of the CoG is scheduled for July 25, 2019, at 2 p.m. in the Olympia LMTAAA office.

Approved:

Submitted by:

Charyl Warriner 06/03/2019
