



COG Meeting Minutes
January 22, 2021

Members present

Members present by phone: Commissioner Dan Cothren, Commissioner Joe Gardner, Commissioner David Sauter, Councilor Temple Lentz, Commissioner Richard Mahar

Members absent:

Staff present: Mike Reardon, Executive Director; Monty Hansen, Karen Wolfe

Advisory Council member present: Jon Dieter

Visitors present: Staff members Kim King, Cathy Dobbin

The meeting was called to order at 1:01 p.m. by Commissioner Cothren.

The Pledge of Allegiance was recited

1. Agenda Review: Mike reviewed the agenda for today, and Monty requested the addition of Resolution #2021-1 for Banking updates. Commissioner Sauter moved to approve the agenda as amended. Commissioner Gardner seconded. Motion carried.

2. Public Comment: none

3. Review of Minutes: Commissioner Sauter moved to approve the December 11, 2020 minutes. Councilor Lentz seconded the motion. Motion carried.

4. Anniversary Recognition. Mike introduced Kim King and Cathy Dobbin. Stephanie Scanapico could not participate today but she celebrates her five year anniversary. Mike thanked each of them for their service. Cathy related she moved here from Bellingham five years ago. She loves her job and her supervisor, and appreciates being able to work during the pandemic. Kim King echoed Cathy's comments. She is the lead union rep and has enjoyed the relationship that has been developed and it's very strong.

5. Review of Past Months' Admin Activities: Mike reviewed the contracts report, Management Calendar and Communications Log. Mike began with the contracts report – standard contracts were renewed. Provider contracts had a lot of activity between monitoring and new or renewing contracts. He also mentioned that our efforts with Humana for Care Coordination services for certain of their clients were successful and the contract was signed

last week. We received over 600 referrals from Humana almost immediately. Meetings – Mike reported on our annual winter all staff meeting on 12/8. The committee did a great job, the meeting went well, and we received a lot of positive feedback. On December 17th Mike met with Bloom Communications to discuss improvements to our communications efforts.

Communications Log – Mike highlighted the letter from Patricia Hunter of the State Long Term Care Ombuds office complimenting Neil Degerstedt on his efforts on behalf of a client and his sister. Mike noted that Neil always provides great services to his clients and the Agency is happy to have a great working relationship with the Ombuds program.

6. Advisory Council: Jon reported on the December and January meetings via Zoom. He also reported on legislative efforts by the Advocacy and Outreach committee, and described what the P& A committee, the membership committee, and the SCOA representative do for the Council.

7. Review of Financials. Monty welcomed the new COG members and offered to take any questions they may have at any time. Monty Hansen reviewed the November and December 2020 expenditures of \$1,761,617.85 and \$2,044,846.10 respectively. November was a bit lower than usual. Out of the ordinary was a one time payment for a consultant in the Health Home Lead program. December expenditures were a bit higher but usually normal for December. Additional HHL consulting fees, and some bonuses required by the HCA. Additional marketing costs and expenses for the All Staff meeting.

Councilor Lentz asked about the CARES expenses – Monty reported we received about \$1.2M which was used for nutrition, transportation, ADRC, ombudsman and administrative costs. Mike reported it was a tremendous boost to our nutrition providers for more home delivered meals than usual. Monty reported we are the only AAA in the State that spent all of our COVID money and we got the money to our subcontractors in record time. Commissioner Sauter commended the Agency on using nearly 100% of the CARES money. Monty noted it will be all spent by the December bills come in. Commissioner Mahar noted Skamania was happy to receive some additional CARES money via AAADSW.

Councilor Lentz moved to approve the November and December 2020 expenditures of \$1,761,617.85 and \$2,044,846.10 respectively. Commissioner Mahar seconded the motion. Motion carried.

Monty reviewed the October and November 2020 Financial statements and the November dashboard. October was very successful and had a \$243,939.87 surplus. November was also successful. Revenues were high and we held off on hiring. The year to date surplus for 2020 as of the end of November is \$1,884,454.45.

Monty reviewed the dashboard for November. We continue to run a close gap on budget and revenue.

8. GASB Report – Monty reported on the GASB rules. This report is required by the auditors annually. The only 2020 GASB that applies to the Agency is GASB 87, Leases, and we will be applying these GASB rules to the 2020 financials. Construction GASB does not apply to us.

The Omnibus GSAB did some language cleanup. No impact on AAADSW. GASB 93 applies to loans and financing. GASB 95 delayed the implementation of GASB 87 but we already did the work to comply. Future concerns could cause major changes to how we manage our accounting.

9. 2021 Area Plan Budget – Monty reported on the area plan budget which is required by the Older Americans Act. The agency goes by the Internal Operating budget – this one is more of a formality.

Commissioner Sauter moved to approve the 2021 Area Plan Budget of \$24,012,184.00. Councilor Lentz seconded the motion. Motion carried.

10. Financial Policies and Procedures Update. Monty reported on Cash Balances updates. The current payroll limit is \$375,000. We did temporarily go over the approved limit due to paying out Dave’s unused vacation. Monty will probably bring a request to the COG to increase the limit at the March meeting.

11. Resolution #2021-1. Monty described the purpose of the resolution, due to changes in banking law and cleanup of retired staff and COG members. Adding managers Tom Waltz, Cassandra Dinius and Christina Marnieris and removing Dave Kelly and Marc Boldt.
Commissioner Sauter moved to adopt the resolution as presented. Commissioner Gardner seconded the motion. Motion carried.

12. 2021 Strategic Plan – Mike described the Management team’s process in the Fall to develop a strategic plan for the coming year. He highlighted goal 3.2 for the Advisory Council – to bring a minimum of 5 key issues to the Advisory Council for discussion and advice to the Agency. Goal 4.3 Telehealth & Initiatives – we will host a secure, clean room that Medicare beneficiaries can utilize for purposes of having video appointments with their medical providers. HR Goal 1.0 – keep abreast of COVID related developments affecting HR workplace activities and work from home issues.

13. Good of the Order:

14. Adjourn. There being no further business, Commissioner Mahar moved to adjourn the meeting. Councilor Lentz seconded. Motion carried. The meeting was adjourned at 1:45 p.m.