



COG Meeting Minutes
March 28, 2025

Members present: COG Chair Commissioner Lori Zoller, Commissioner Brian Nichols

Members present by phone/Zoom: COG Vice Chair Commissioner Dan Cothren

Members absent: Commissioner Steven Ferrell, Councilor Wil Fuentes

Members Excused:

Alternates present:

Staff present: Mike Reardon, Claire Steiner, Karen Wolfe, Lois Chauncey, Christina Marneris

Advisory Council member present: none

Visitors present: Debbie Whipple

The meeting was called to order at 1:01 p.m. by Chair Zoller.

The Pledge of Allegiance was recited.

1. Agenda Review: Commissioner Nichols moved to approve the agenda. Chair Zoller seconded the motion. Motion carried.

2. Review of Minutes: Vice Chair Cothren moved to approve the January 24, 2025 minutes. Chair Zoller seconded the motion. Motion carried. Commissioner Nichols abstained as he was not present at the January meeting.

3. Public Comment (3-minute limit): none

4. Anniversary Recognition. Amy Rosian is celebrating her 10-year anniversary this month; she is on vacation this week. Debbie Whipple was recognized by Mike Reardon for her 10-year anniversary with AAADSW. Debbie has been a supervisor almost the entire ten years, after starting with the Agency as a Medicaid Case manager. Debbie feels very blessed to be here and appreciates the support of the COG.

5. Advisory Council: Christina Marneris reported on the February and March meetings. The Council prepared for legislative visits to advocate for Nutrition funding and the Health Homes program. There was also a presentation from the State Council on Aging. In March there was a presentation of the High School Home Aide training program, and the Council debriefed their recent legislator visits. The council unanimously approved Rick Seekins of Clark County to join the Council and Christina asked for the COG's approval.

Commissioner Nichols moved to approve Rick Seekins to join the Advisory Council representing Clark County effective April 1, 2025. Commissioner Cothren seconded the motion. Motion carried.

6. Review of Financials. Claire reviewed the December 2024 payments of \$2,358,660, the January 2025 payments of \$2,867,239, and the February 2025 payments of \$2,358,559. Claire explained that December payments were not out of the ordinary. Claire added that we also provide the COG with Excel workbooks of the expenditures for the purpose of data sorting. January payments had nothing unusual. Commissioner Nichols complimented the inclusion of fire and rescue and falls prevention as worthy expenses. Claire reported on February 2025 payments – there was a substantial payment toward the new Longview office as a deposit into the escrow account, of approximately \$200,000.

Commissioner Nichols moved to approve the December 2024 payments of \$2,358,660, the January 2025 payments of \$2,867,239, and the February 2025 payments of \$2,398,559. Commissioner Cothren seconded the motion. Motion carried.

Claire reviewed the October, November and December 2024 balance sheets and revenues and expenditures. We have a strong cash position exceeding total liabilities. We were slightly ahead of budget in October. Higher payroll expenses in October due to Longevity payout. Our conservative budget of interest income was exceeded. November balance sheet still continues to be in a strong position of cash exceeding our liabilities. November expenditures in a good position: over budget in revenue and under budget in expenses. December balance sheet continues to be strong. Cash Balance was lower than 2023 due to catching up on billing. December revenue and expenditures: total revenue exceeds 100% because State contracts run July-June and we spent more than 50% of that budget in the first half of the contract year. Care Coordination, Health Home Lead and Humana programs did better. Caseloads by type are missing some later Community services data, hence the dip in caseloads. Question: is “wage-related” within the agency? Yes; subcontractors are service providers we contract with. Claire elaborated on the other government revenue sources and non-government revenue sources. Revenue by type – 50% of our revenue is Medicaid related. Chair Zoller appreciates Claire’s work; stating it is the best of all the COGs she sits on.

Claire reviewed the December 2024 dashboard pages, which recaps the previous financial statements in graphic form.

Claire presented Resolution #2025-2, to update the authorized investing officers for AAADSW’s bank accounts. Claire explained the need to remove one staff person named as an authorized investing officer who is no longer with the agency.

Commissioner Nichols moved to approve Resolution #2025-2, updating the authorized investing officers for AAADSW’s bank accounts. Commissioner Cothren seconded the motion. Motion carried.

Mike presented Resolution #2025-3 to increase the payroll account to \$750,000.

Commissioner Nichols moved to approve Resolution #2025-3, increasing the payroll account to \$750,000. Commissioner Cothren seconded. Motion carried.

7. County visits and Area Plan Grants. Christina Marneris reported on the County visits and Area Plan Grants. We are expanding our Area Plan grant program. The new Area Plan cycles will run from 2024-2026, and 2027 -2030.

The Area Plan addresses: Healthy Aging, Expanding and strengthening services and supports that prevent or delay entry into Medicaid funded Long Term Services and Supports, person-centered

home and community-based services, and 7.01 Planning with Native American Tribes and Tribal Organizations.

The goals of the Area Plan Grant funding program are to support AAADSW's mission and implementation of the Area Plan; address the need to support underfunded services; promote our relationship with community partners; reduce the burden of isolation, disability and disease; promote long-term services and supports for people aging in place or affected by disabilities; and align to AL TSA's approved use of fund balance.

The purpose of the Area Plan grants is to support unfunded or underfunded programs in our communities, especially in the four rural counties. Outreach goals are to increase applications from rural counties; solicit public input of needs; provide technical assistance to community partners; and also assist in recruiting of vacancies in the advisory council. Outreach is planned in Cowlitz County to the Cowlitz Indian Tribe, YMCA, LCCAC, Housing Opportunities of Southwest Washington, plus two Advisory Council vacancies. In Wahkiakum County outreach efforts will include Wahkiakum County Health and Human Services, plus two Advisory Council vacancies. Outreach in Skamania County will target Skamania County Senior Services, EMS, Public Health, plus two Advisory Council vacancies. Klickitat County outreach will include Klickitat County Senior Services, Yakama Nation, Skyline Hospital, Klickitat Valley Hospital & WA GAP. In Clark County we are open to meeting additional partners.

8. Director's Report. AAADSW Executive Director Mike Reardon reported on the following topics:

- House and Senate budgets both included Senior Nutrition in both chambers; The Governor's 56% budget reduction exercise had no funding for our Care Coordination program, potentially impacting 33-35 AAADSW staff. The Management team has been advocating at the local and state level. The program is extended in the Senate budget and silent in the House budget, which would hold the budget as is. Question: Commissioner Nichols if staff is handling it well. Mike reported there has been some anxiety among staff, for the well-being of their clients and their own financial well-being. They have also been helping with success stories to add to the advocacy efforts. Chair Zoller asked if it would help for the COG and the respective county commissioners to advocate on our behalf. They could draft a communication supporting the program. It will be added to the upcoming Klickitat and Skamania agendas. There are some reductions in the proposed budgets for Care Transitions programs which would impact our Clark/Cowlitz Fire & Rescue program. As soon as we know more we will develop advocacy messaging. Christina elaborated on the program and how it impacts citizens. Mike complimented Christina on pivoting the program.
- Federal budget – Continuing Resolution passed through December 30, 2025, which sustains Older Americans Act funding for nutrition, transportation and Aging & Disability Resource Center work at 2024 levels. What is still unknown is what impacts there will be to Medicaid.
- US Aging Advocacy – Mike and Christina are travelling to Washington, DC on Sunday to meet with our federal elected officials to discuss sustaining Medicaid and the Older Americans Act.
- Fund Balance – AL TSA in the last 9 months has been expressing interest in our fund balance. W4A successfully lobbied to remove fund balance from the Unit rate contract. The State still wants to meet with the AAAs to see what we spend our FB on and they have slowed down on their push.

- Contracts Report – Mike reported on the contracts activity in February and March. There were a couple of amendments. Monitoring has been very active in the last couple months.
- Communications Report - a number of articles about the RU OK program that AAADSW funds through CDM. Senior Heroes of Cowlitz and Wahkiakum had an award ceremony in Cathlamet for the Lions Club and Season Long
- New Longview Office update - Mike reported the new Longview location lease was recently signed by Commissioner Zoller. AAADSW will pay the first \$700k in tenant improvements and the landlord will pay the next \$100k. Hoping to have the buildout done by end of August. Question: what is the total amount of the annual payments. See page 5 of the lease in the COG binder.

Commissioner Nichols moved to ratify the Twin Cities Mall lease as presented. Commissioner Cothren seconded the motion. Motion carried.

AAADSW Human Resources Manager Lois Chauncey reported:

- COLA/Salary Adjustments (for Non-Union staff)
- Union contract update – the union members took a vote on 3/18; unanimously approved with one abstention. Lois reviewed the changes to the pay for union positions: 8.25% Year 1 salary increase for Union Case Managers; 3.25% year 1 increase for Union Nurse Case Managers, Case Aides and Aging & Disability Resource Specialists; year 2 & 3 increase of 100% of CPI-W between 2.5% - 4.5%. Non Union positions of like positions - 8.25% year 1 adjustment, 3.25% increase year 1 Nurse Case Managers, Case Aides, and Aging & Disability Resource Specialists. 3.25% COLA for all other positions.
- Budget impact is \$905,000 total. No changes in benefit premiums cost share, no change to vacation and sick leave accruals. Vacation cap goes from 240 to 280 hours; personal time increases from 16 to 24 hours; VEBA sick time payout increases from 25% to 35%; increased emergency leave bank contribution from 25% to 35%; up to 32 hours of paid training annually. Bereavement time increased from 3 to 5 days, 7 days if out of the area. Language differentials increases, dependent on percentages of case load per pay period, affecting approx. 5 employees. New performance review form and collaborative process. Question on the language differential – Lois gave more explanation.
- Next steps – clean copy of contract to be finalized; final signatures of the contract; retroactive wage adjustments on 4/10 payroll; supervisor training; and Policies and Procedures manual update.

Commissioner Nichols moved to ratify the 2025-2027 Union Contract as presented. Commissioner Cothren seconded the motion. Motion carried.

Mike followed up that Chair Zoller will sign the contract when it's ready.

9. Good of the order: none

10. Adjourn. There being no further business, Commissioner Nichols moved, and Commissioner Cothren seconded to adjourn the meeting. Motion carried. The meeting was adjourned at 2:27 p.m.