



LEWIS-MASON-THURSTON AREA AGENCY ON AGING

 LMTAAA.org

 (360) 664-0791

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Lewis-Mason-Thurston Area Agency on Aging **Meeting of the Council of Governments** Meeting Minutes via Teams Teleconference & In Person

October 17, 2024, 3:00pm

Members Present:

Commissioner Sharon Trask, Chair, Mason County; Commissioner Sean Swope, Vice-Chair, Lewis County; Commissioner Gary Edwards, Thurston County.

Members Absent: N/A

Staff Present:

Nicole Kiddoo, Executive Director; Jemma Williamson, Chief Executive Deputy; Mary Beth Mercer, Chief Human Resources Manager; Sabrina Dean, Chief Financial Officer; Donna Feddern, Chief of Programs & Services; Carrie Petit, Contracts Director; Emily McFarland, Case Management Director; Emily Palguta, Case Management Supervisor; Courtney Williams ADRC Supervisor; Paul Madison, ADRC Specialist; Lisa Bachmann, Sr. Executive Assistant; Chrissy Franklin, Executive Assistant; Karen Anderson, Case Management Lead.

Guests Present: Eileen McKenzie Sullivan, Advisory Council Member; Pat Miller, Union Staff; Michael Rainey, Union Staff.

Call to Order:

Commissioner Trask called the meeting to order at 3:04 pm

Opening/Introductions:

Introductions were made by all who attended, and the Pledge of Allegiance recited.

Approval of Draft Agenda & Minutes

A motion was made by Commissioner Edwards to approve the October 17, 2024 draft agenda and May 30, 2024 draft minutes. The motion was seconded by Commissioner Trask. A vote was taken and carried unanimously.

Public Comments:

There were no public comments.

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Lewis County Senior Center Buildings - Commissioner Sean Swope:

Commissioner Swope explained that Lewis County are interested to see if the Lewis Mason Thurston Area Agency on Aging (LMTAAA) can take over ownership of 3-4 buildings they own with the goal for LMTAAA to eventually give them to the Lewis County Senior Centers. The County is not allowed to gift public funds, but they are allowed to give them to a government agency. The issue is that some of the buildings need to be upgraded, and it would cost the County three times as much as it would the agency with prevailing union wages. They have requested assistance from the legislators for repairs, but that has not produced any results. Nicole Kiddoo, Executive Director, explained that we have contact legal council but have not had the opportunity to meet with them. She will come back to the group with what they advise.

Advisory Council Report - Eileen McKenzie Sullivan, Member:

Eileen McKenzie Sullivan let the Commissioners know that the Council needs more Mason County members; there is currently only one. At recent meetings, they have had presentations on the agency's Case Management and Information & Assistance programs, and mental health issues. They participated in the W4A & SCoA conference to prepare for the next legislative session, with a focus on the reauthorization of the Older Americans Act at the federal level. They will be putting on a Lewis County Housing Forum in the spring and are working with South Sound for Seniors (SSSS) on the Mon Ami telephone reassurance program which will help reduce isolation with seniors. There was discussion regarding why the Grand Pad program was ending and it was suggested that the agency look into how we could improve broadband services for seniors.

Executive Director Report - Nicole Kiddoo:

Nicole Kiddoo, Executive Director, shared that the W4A priorities for the upcoming legislative session will be to further reduce Case Management ratios from 75:1 to 72:1. Even this small reduction helps case managers have more time to assist each client. The ideal ratio would be 55:1. Commissioner Trask requested the commissioners be emailed info on the agency's priorities so they can discuss the issues when on the hill. Nicole shared another priority is for senior nutrition. The extra funds the agency received during COVID are going away. If additional funds are not received, there may have to be waiting lists for senior to receive assistance. The agency has been doing a lot of advocacy work behind the scenes; meeting with Senator Murray, sending letters, etc.

Nicole also provided an update on WA Cares. The AAAs are assisting with outreach as well as network development. They are trying to determine what the needs for contracted services will be for the seniors in our area.

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Chief Financial Officer's Fiscal Report - Sabrina Dean Chief Financial Officer:

Sabrina Dean explained that the 2023 Financial Report is ready to be filed, and it appears that the only finding is that it was filed late. The 2024 Financial Report will then be filed, which will put the agency back on track. January 1, 2025, Sage Intact will be launched. There will be trainings and then a beta test before complete rollout.

Motion – Approval of New Bank Account:

Commissioner Edwards made a motion to terminate services with the Auditor Financial Services to process vouchers, remit warrant payment and other accounts payable transactions. Additionally, to move to authorize the Chief Financial Officer to establish services with Thurston County Treasurer, including opening a separate warrant account for the purposes of Area Agency Aging warrant payments. AAoA will revise interlocal agreement to establish direct treasury services with the Thurston County Treasurer, authorizing them fully to be the fiscal agent/Treasurer for AAoA. The motion was seconded by Commissioner Swope. After clarification that Thurston County viewed this change favorably, the motion passed unanimously.

Motion – Approval of Consensus:

Commissioner Edwards made the motion that upon the recommendation of the Executive Director, the Lewis Mason Thurston Council of Governments / Area Agency on Aging approve the consensus motions to all batches dated August 9 and October 10, 2024. The motion was seconded by Commissioner Swope and passed unanimously.

Motion to Approval of Resolution 2024 – 2

Commissioner Edwards made the motion that upon the recommendation of the Executive Director, the Lewis Mason Thurston Council of Governments / Area Agency on Aging pass and approve Resolution 2024-2 which cancels 6 (six) outstanding warrants. The motion was seconded by Commissioner Swope and passed unanimously.

Deputy Executive Director Report - Jemma Williamson:

Jemma Williamson gave an update on the general running of the agency. The IT Department is working on getting texting approved with the agency clients. We are researching project management to assist in the improvement of processes. Our buildings are still providing enough capacity for our staff because of shared spaces. We are looking at security systems to provide extra safety at our office locations, starting first with the Olympia office. Our Quality Assurance Manager, Buong Le and Quality Assurance Specialist, Logan Hill will be attending a MOAB train-the trainer program, which will become a part of the agency's training plan to help staff know how to de-escalate aggressive behavior

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Contract Director's Report – Carrie Petit:

Carrie Petit shared that we just completed a three-day monitoring review for the previous four years, from ALTSA. This includes a review of the agency's contracts, fiscal requirements, subcontractors, and the Community Supports Department Family Caregiver Support Program (FCSP) and Aging & Disability Resource Connection (ADRC) teams. There were only a few minor findings, and it is rare for a AAA to receive such a great outcome. Kyle Sanchez, Planning Manager, has been working hard collecting data for what the projected outcome will be for providers. There is new position in the Contract's Department for a Contract Specialist, this person will be assisting with administrative tasks as well as WA Cares.

Chief of Programs and Services Report– Donna Feddern:

Donna reported that the Mon Ami program is something the agency is doing to address social isolation issues. SSSS will run the program, and we will assist. We hope to expand to Lewis County as well. One goal of the program is to learn from the participants about other ways we can help our seniors. The volunteers being trained to take the calls will be able to refer callers who need additional assistance to specialists. The agency also plans to have a staff member added who will specialize in working with homeless clients. People who are 50 or older make up the largest demographic for homelessness due to rent increases.

Community Supports Director's Report - Valerie Aubertin:

Valerie explained that the Community Supports Department includes the Health Homes Program, FCSP and ADRC. Courtney Williams hired as the new ADRC Supervisor and Paul Madison promoted to the Health Homes Supervisor. Two of the FCSP staff completed the STAR C Program, which is an evidence-based behavioral program that aids families supporting those trying to remain in their home with Alzheimer's/brain changes. The USDA Farmer's Market program has been very successful this year, especially due to Becca Frisch, the agency's Communications Manager, getting the word out via social media and newspapers. We have been able to give out 2335 or the 2347 cards allotted to us, which provides each participant with \$80 worth of benefits to purchase fruits and vegetables at local farms/farmers markets. Becca is also working on a grant with a partnership with the Senior Action Network (SAN). This would provide funding to distribute fliers with info regarding medical and other transportation services for aging adults and those with disabilities through the Department of Transportation in our three counties.

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Case Management Supervisor Report – Emily McFarland

Emily reported that the agency now has 33 case managers, four leads and two nurses. We are still accepting cases for clients that do not have a caregiver. These clients take more time, but we are still able to manage it. We are part of a Remote Caregiving Pilot that started three months ago. The pilot has been extended. The client is set up with a monitor and Wi-Fi so that they can be connected to a remote caregiver. These check-ins are pre-scheduled and can happen daily or less often, depending on the need. This can be very helpful for monitoring medications or looking in on someone that hasn't responded lately. There has been some resistance from clients and wonder if some are concerned about their privacy.

Executive Session:

The Executive Session under RCW 42.30.110(g) & RCW 42.30.140(4)(a) started at 4:27 pm and the time designated for it was 30 minutes. The Executive Session lasted 20 minutes and ended at 4:57 pm. There were no actions taken in the Executive Session.

Adjournment:

Commissioner Edwards moved to adjourn the meeting. The motion was seconded by Commissioner Swope. The meeting adjourned at 4:58 pm.

Minutes Submitted by:

Lisa Bachmann, Sr. Executive Assistant, 10/17/24

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