

O3A COUNCIL OF GOVERNMENTS AGENDA

Meeting Date: Thursday, March 4, 2021

Location/Time: Via ZOOM = 10:00 a.m. – 10:45 a.m.

Call Information: Zoom Video link will be provided to COG, AC & O3A staff only

Telephone number for the public to join the meeting:

Tacoma: 1-253-215-8782 Meeting ID: 812 7873 4870 Pass Code: 859173

Lisa Olsen, Chair
Pacific County

- Call to Order
- Approval of Agenda
- Public comment for agenda items
(Please limit comments to 5 minutes)
- Election of 2021-2022 officers

Motion to Approve

**Public Comment
Nominations/Election**

All matters listed within the consent Agenda have been distributed to members of the Council of Governments (COG) for review and are considered routine. Consent Agenda items will be approved by one motion of the COG with no separate discussion. If separate discussion is desired on any item, that item may be removed from the Consent Agenda at the request of a COG member for action later in the agenda.

	<ul style="list-style-type: none">● Consent Agenda Items:<ul style="list-style-type: none">➢ February 4, 2021 Minutes➢ December 2020 Disbursements	<u>Motion to Approve</u> Enclosure 1 Page 1-2 Enclosure 2 Page 3
Laura Cepoi, Executive Director	<ul style="list-style-type: none">● Executive Director's Report<ul style="list-style-type: none">➢ Legislative Update➢ Update on Health Homes program review➢ Contracts Review & Approval<ul style="list-style-type: none">● 2021 Older Americans Act Amendment #1	Enclosure 3 Page 4-5 <u>Motion to Approve</u> Enclosure 4 Page 6
Corena Stern,	<ul style="list-style-type: none">● Revenue and Expenditure Report	Enclosure 5 Page 7-22
Jody Moss, Director, Contracts Mgt. & Planning	<ul style="list-style-type: none">● Regional Advisory Council Representatives Review<ul style="list-style-type: none">➢ Applications of Karen Sturnick for Minority Rep. and Susan Conniry for Elected Official Rep.➢ Title III-D Evidence Based Program Subcontracts➢ 2020 4th Quarter Service Summary	<u>Motions to Approve</u> Enclosure 6 Page 23-27 Enclosure 7 Page 28-29 Review Enclosure 8 Page 30-31
Ginny Adams & Charla Wright	<ul style="list-style-type: none">● Advisory Council Activity Report<ul style="list-style-type: none">➢ January 2021 Minutes	Report Enclosure 9 Page 32-34
Lisa Olsen, Chair Pacific County	<ul style="list-style-type: none">● COG Member Announcements● Nominating Committee Discussion● Public Comment (Please limit comments to 5 minutes)● Adjourn meeting	Announcements Discussion Public Comment Adjourn

NEXT MEETING REMINDER The next O3A Council of Governments meeting is Thursday, April 1, 2021 via conference call / Zoom at 10:00 a.m.



Olympic Area Agency on Aging

2200 W. Sims Way, Unit #100

Port Townsend, WA 98368

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Phone: 360-379-5064 or 1-866-720-4863 Fax: 360-379-5074

Draft

Minutes

Olympic Area Agency on Aging
COUNCIL OF GOVERNMENTS (COG)
February 4, 2021 / 10:00 a.m. – 10:45 a.m.
Via Conference Call

COMMISSIONERS ATTENDING: Lisa Olsen, Chair (Pacific); Randy Johnson, Vice-Chair (Clallam); Jill Warne (Grays Harbor) and Greg Brotherton (Jefferson) [joined mid-meeting].

COMMISSIONERS ABSENT: None.

O3A STAFF ATTENDING: Laura Cepoi, Executive Director; and Carol Ann Laase, Administrative Systems Manager.

ADVISORY COUNCIL MEMBERS: Rebecca Knievel, Vice Chair; and Charla Wright, Clallam Representative.

GUESTS/PUBLIC: None.

CALL TO ORDER: Lisa Olsen called the meeting to order at 10:13 a.m.

AGENDA APPROVAL: A motion to pass the meeting agenda as presented was made by Randy Johnson, with a 2nd by Jill Warne. **Motion Passed.**

PUBLIC COMMENT: None.

ESTABLISH NOMINATING COMMITTEE: Lisa Olsen named the 3 members present (Lisa, Jill and Randy) as the nominating committee. She reminded members the nominating committee will meet at the end of the agenda.

APPROVAL OF CONSENT AGENDA ITEMS: **Motion** to approve the Consent Agenda items as presented was made by Randy Johnson, with a 2nd by Jill Warne. **Motion Passed.**

EXECUTIVE DIRECTOR'S REPORT: *Laura Cepoi*

- Laura provided an update on Federal and State legislative funding issues. She reviewed with members the W4A 2021 Legislative Priorities which include five major items: 1) Preserving Long-term care eligibility and funding; 2) Fix technical issues and approve upon the initial set up of the Long Term Care Trust Act (LTCTA); 3) Passage of SJR 8200 to ensure adequate funding for the LTCTA; 4) Support extending the Medicaid Transformation Demonstration (Waiver) program for one more year. Laura noted this program has been very successful for the wellbeing of clients and their

families and for delaying / preventing more expensive care and Medicaid enrollment; and 5) Support HB 1120 Long-Term Care Workforce Improvements, which will help maintain a long term care workforce by fixing rigid deadlines for licensing requirements during a disaster

- Laura reviewed the Elder Economic Index applicable to our service area, noting that it takes approximately \$26,000 to live comfortably in our area. She noted that 50% of Medicare recipients have an income of \$26,000 or less, and of that 25% have an income of \$16,000 a year or lower.
- Laura spoke briefly about O3A's efforts to facilitate COVID-19 vaccination by sharing resources and information to assist clients and in-home care providers. O3A is considering ways to provide outreach and information about access to vaccines to the public. We are also considering ways to work with our providers to assist with transportation to and from vaccine appointments or clinics.
- Laura updated the board on the status of the Health Homes program, noting that upper management continue to review an internal staffing plan. She also noted that for one of the required software platforms needed to operate the HHs program, a reduced agreement was negotiated resulting in a savings of \$8,000 per year.
- Laura reported that the Request for Proposals for our nutrition and transportation programs funded by the Older Americans Act has been issued with an open application period of February 1, 2021 to March 16, 2021.
- O3A is also working with staff and AC members on the possible usage of Robotic Pets for social isolation or to assist with persons with dementia.

ADVISORY COUNCIL (AC) REPORT: *Becca Knievel and Charla Wright*

The meeting minutes for October and November, 2020 are included in the meeting materials. The AC is pleased that after a long recruitment there are multiple applications for vacancies in Jefferson and Pacific, as well as applications for vacancies for the regional positions of Minority and Disabilities representatives, and an applicant for the Elected Official Representative as well.

COG MEMBER ANNOUNCEMENTS: None.

NOMINATING COMMITTEE DISCUSSION: The nominating committee of Lisa, Jill and Randy briefly discussed the officers for 2021-2022. As two members are new, the consensus was to recommend that Lisa and Randy continue their roles as Chair and Vice-Chair respectively. This proposed slate of officers will be presented at the March 4, 2021 meeting.

PUBLIC COMMENT: None.

MOTION TO ADJOURN: The meeting was adjourned by consensus at 10:59 a.m.



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February 17, 2021

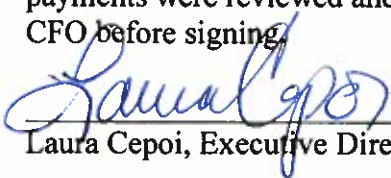
The following warrants/checks/electronic payments (EFT's) for the period December 1, 2020 through December 31, 2020 are presented to the COG for approval. Supporting Check and Payroll Registers are available for review.

			Total
<u>Warrants:</u>	Numbers: 78000766	Through: 7800901	\$497,292.46 (1)
<u>Payroll:</u>			
EFTs	Numbers: 38594	Through: 38706	\$222,281.83 (2)
IRS			\$71,277.40
Savings			\$4,930.00
<u>Electronic Payments:</u>	Dates: 12/1/2020	Through: 12/31/2020	\$9,998.35
Total			\$805,780.04


(1) Net of payroll transfer

(2) Net of IRS payment

All claims were reviewed and authorized by the CFO prior to payment. All warrants and checks were signed by one or two authorized signers (respectively). All warrant/check registers and electronic payments were reviewed and approved. This report was reviewed by both the Executive Director and the CFO before signing.



 Laura Cepoi, Executive Director



 Corena Stern, CFO

2/19/2021

 Date

Proposal:

I recommend that the O3A COG approve payments for the month of December 2020.

PROPOSED MOTION:

Motion: The Olympic Area Agency on Aging Council of Governments approves the Olympic Area Agency on Aging's payments for the month of December 2020.

Approval by COG

 Lisa Olsen, COG Chair

 Date:

Advocates for Independence, Individual Choice and Quality Community Services Serving Older Adults and Persons with Disabilities



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DIRECTOR'S REPORT TO O3A COUNCIL OF GOVERNMENTS (COG) February 25, 2021

Legislative Updates

Ensure adequate funding for the Long-Term Care Trust Act (SJR 8200) which was to invest funds in securities was pulled from the calendar for a myriad of reasons, including timing and respect for voter opinion. Once the program begins to distribute benefits the resolution will be more meaningful to the voters and legislators plan to reintroduce it then.

The Long-Term Care Trust Act (HB1323) **Tharinger**, expands participation to include tribes and people with developmental disabilities. Clarifies opt out clauses and other technical fixes. **Status:** Proceeding to the floor.

Long-Term Care Workforce Improvements (HB1120), **Tharinger**. This will maintain a long term workforce by fixing rigid deadlines for licensing requirements during a disaster. **Status:** Moving ahead, AARP rescinded its opposition and is now neutral.

COVID Vaccination Distribution Funding

Aging and Long Term-Support Administration (AL TSA) has developed a funding methodology and proposal for OFM to for vaccine distribution assistance for the AAA's. AL TSA has asked for \$9.85 million of funding which can be used for:

1. Temporary unit increase for case management to do outreach and secure vaccine appointments for client and caregivers for the next four months.
2. Funding for R.N.'s on staff to deliver vaccines to homebound clients.
3. Funding for transportation for non-Medicaid individuals to get vaccines

Not every AAA will be able to use the funds the same way and W4A has asked for flexibility. The next four months are critical to our stakeholders and once we know what resources we will have to work with we will need to identify with our county partners what priorities are best for O3A to focus on.

In addition to this potential funding stream, there are CDBG funds available to assist rural regions in getting access to COVID vaccinations. We will be reaching out to all of our county public health officers to understand how we can support local efforts to reach our target population.

Salary Survey

It has been 5 years since our last formal salary survey and to ensure that our pay scale is equitable we will be gathering compensation results from the same entities we used in the 2016 survey. Results of this survey will be ready for formal review in June.

Health Homes Update

- Upper management continues to review internal staffing plan for Health Homes Administration. We are waiting for completed time studies from our Direct Services Department and will be transitioning nursing staff back to case management.
- Revision of job classification for Care Coordinator to ensure that recruitment specifications match skills required to perform job functions and to ensure adequate compensation.
- Review of Lead Entity losses is partially a result of time code recording which should have been allocated to our Health Home program rather than the lead function. Time code recording has been corrected and is already showing results.
- Expansion of the Lead Entity services to contracted CCO organizations and Tribal Communities outside of our four county service area where there is no other Lead Entity available or the relationship with O3A as Lead Entity is preferred by a CCO.

Area Plan Update

Area Plan update instructions are expected soon, and work will begin on it during the spring with a final report to the COG by October.

Data Breach/ Confidentiality

State Auditor's Office (SAO) had a data breach that will affect 1.3 million Washingtonians. Some AAA's will also be affected by the unemployment insurance breach, emails will be sent to those affected over the next two weeks. SAO emails will contain an individualized code for 12 months of free credit monitoring and identity protection services.

Annual HIPPA and Security Training occurred this past week underscoring the seriousness of divulging personal information without permission. Additionally, some practices at O3A have been suspended to ensure that personal information is shared on a "need to know" basis only, as a result all recruitments will be centralized to ensure candidate confidentiality.

Respectfully Submitted,

Laura Cepoi
Executive Director



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DATE: February 25, 2021

TO: Olympic Area Agency on Aging COG Members

FROM: Laura Cepoi, Executive Director

SUBJECT: Approval of 2021-2022 Older Americans Act contract
DSHS Contract #2169-97590, Amendment No. #1

Background

The Olympic Area Agency on Aging receives annual funding under the federal Older Americans Act (OAA). OAA funds are used to provide services over our four county service area that include Congregate Nutrition, Home Delivered Meal Program, Legal Services, Transportation and Information & Assistance.

Amendment No. 1 presented here for approval provides O3A's allocation of the Consolidated Appropriations Act Title III-C2 funding received by the State of Washington. The amendment adds \$218,988 to our contract, increasing the maximum consideration to \$1,522,965. While the Major Disaster Declaration is in effect for Washington State, we can use these funds to pay for any emergent need. When the disaster declaration is no longer in effect, unspent funds from this source can only be used for expenses related to home delivered meals. These funds can support infrastructure purchase for vendors to support meal preparation, storage or delivery. There is no "match" required for the services portion, just the administration piece.

Recommendation

I recommend that the COG approve Amendment No. 1 to the 2021-2022 Older Americans Act contract as presented.

PROPOSED MOTION

Motion: The Olympic Area Agency on Aging Council of Governments approves Amendment No. 1 to the 2021-2022 Older Americans Act contract, DSHS contract #2169-97590. Laura Cepoi is authorized to execute the contract amendment on behalf of the agency.



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DATE: February 25, 2021
TO: O3A Council of Governments
FROM: Corena Stern, CFO
SUBJECT: O3A NOV YTD 2020 Operating Results

Following this memo is O3A's Revenue and Expense Summary for Year-to-Date 2020. The Agency had an overall operating surplus of \$282,113 for non-restricted funds and a \$35,788 surplus for MTD MACTSOA restricted funds.

Non-restricted fund balance stands at \$2,050,034 as of 11/30/2020.

Surplus (Deficit) in \$s	CSCM & CM Title XIX	MTD MacTsoa	Local Funds/Other	DSHS Advance	Total
Fund Balance 12/31/19	1,767,921	192,351	22,566	1,171,703	3,154,541
Surplus (Deficit) through Nov 2020	557,132	35,788	-	-	592,920
Used for underfunded programs	(275,019)	-	-	-	(275,019)
Fund Balance 10/31/2020	2,050,034	228,139	22,566	1,171,703	3,472,442

For restricted funds, the MTD MAC/TSOA program produced a YTD gain of \$ 35,788 at the end of November.

This surplus is added to the 2019 year-end MACTSOA fund balance of 192k, bringing the MACTSOA fund balance to \$228,139 YTD. These funds are restricted for use to the MTD MAC/TSOA program.

Case Management surpluses mitigated other program losses - largely in the Health Homes CCO & Lead program area. Additional losses occurred in Admin, Information & Assistance (I&A), and Home Care Referral Registry.

	YTD
Core Svs Contract Mgmt (CSCM)	30,135
Core Case Management (CM)	526,997
Other Admin	(42,117)
Fund Use	(35,586)
Home Care Referral Registry (HCRR)	(23,280)
Health Homes CCO	(41,484)
Health Homes Lead	(132,551)
Total	282,113

The updated 2020 Budget totals – approved in December by the COG - are not included in the November financial reports.

A financial review by department includes the following items:

- **Admin –**

Through November, Admin is under budget overall and the only line item *over* budget is repairs and maintenance for the office move. Since Administration allocation is calculated monthly, there are months when expenses were higher than the allocated revenue from grants allowed, so the agency did use fund balance to cover these expenses.

- **IT –** YTD Payroll and benefits are under budget (less FTE than budgeted). Annual technology equipment purchases are also under budget.
- **Planning and Contracts Management-** YTD Expenses are mostly on target or under in operations.

The total YTD **COVID** related grant spending as of 11/30 was \$931,595 (including Admin) and is primarily nutrition related and a subcontracted service.

In addition, in September the agency reimbursed Coastal Community Action Programs \$150,000 for their kitchen rebuild project after the fire they experienced. There was no admin negotiated on these funds from the contract with ALTSA -who graciously found funds for this project in 2018, -therefore the agency used reserves to fund the Admin associated with this piece.

- **Core Case Management & Nursing** has exceeded the year-end target of a \$227,372 surplus. At the end of November the surplus was \$526,997. Case management revenues are over budget by \$61,495 and expenses in Payroll and travel were under budget by over 176k. There are unfilled positions and added caseload. In addition, the admin allocation and IT allocation are under original budget projections.
- **I&A** – Expenses are under budget in Payroll, Benefits and travel resulting in a smaller loss than anticipated by around 13k.
- **Family and Kinship Caregiver Support** – Payroll Expenses and Admin allocation are under budget YTD. Revenues are mirroring the reduction. Respite spending is up in order to use available funding. Services to Grandparents actual expenditures are under budget.
- **Home Care Referral Registry's (HCRR's)** – Olympic HCRR used \$23,155 in agency reserves to finish out the State/Federal contract on June 30, 2020. With a new contract in hand, losses will not occur until the new funding runs out – estimated to be May of 2021. Olympic HCRR is under budget on expenses for Payroll and benefits. Pacific HCRR did not use Agency reserves. The transition away from AAA's handling this service, originally thought to end June 30, 2020 has been delayed another year to year and a half.
- **Ombudsman** – Since in-person visits have been not allowed at Long-Term Care facilities due to COVID, the program is under budget on travel in the amount of 18k, which has helped create a smaller than anticipated loss.
- **Health Homes CCO** – The revenues for HH CCO exceed budget and the expenditures are trending downward keeping the program from incurring additional losses. – \$(41,484) The anticipated new reimbursement rates effective 07/01/2020 for CCO's are helping bring losses down for this program.
- **Health Homes Lead** – Revenues are YTD under budget, due to the loss of Kitsap CCO and not receiving lead fees for tribal work.

Operating expenses are under budget, with payroll costs trending down as some nursing time is moving to Case Management and Health Homes CCO. Efforts are being made to adjust the staffing plan and annual expenditures, including the fixed software costs for the program.

Should the legislature approve admin funding for tribal work, the agency may receive revenue for previous work done in this area.
- **MTD/MAC/TSOA** – Expenses are substantially under budget in Payroll and Benefits and over budget in Admin Allocation. Quarterly milestone billings will be completed in December, which will bring the net program gain up. Currently the YTD gain is 35k for the year as of Nov 30, 2020.

Description	Explanations	YTD Actual	YTD Approved Budget	Variance	Approved 2020 Budget	Remaining Budget
FUNDING						
Older Americans Act	OAA COVID funding	994,945	1,425,545	(430,600)	1,552,543	126,998
State/Federal		4,421,279	4,512,198	(90,918)	4,939,593	427,396
MTD Mac/Tsoa		528,598	560,493	(31,895)	688,465	127,972
Other AL TSA		191,562	189,585	1,977	206,820	17,235
HCRR		144,927	183,456	(38,529)	209,388	25,932
Multi Service Center		62,530	73,478	(10,949)	73,478	-
Health Homes		523,923	571,156	(47,233)	636,197	65,041
Other (COVID,SHIBA, SFM, CGT, Sr Emerg, Misc)		1,371,059	411,417	959,641	453,127	41,710
Total Funding		8,238,822	7,927,328	311,494	8,759,611	832,283
OPERATING EXPENDITURES						
Salaries & Wages		3,462,008	3,731,253	251,966	4,074,152	342,899
Benefits		1,318,129	1,464,526	139,091	1,598,848	134,323
Training		6,220	2,829	(3,447)	3,035	206
Office & Program Supplies		73,774	91,643	16,908	99,974	8,331
Technology Equip & Supplies		59,991	91,663	31,672	100,000	8,337
Admin Allocation		733,249	774,343	33,081	836,382	62,039
IT Allocation		290,669	352,783	60,140	384,833	32,050
Professional Services		165,451	98,337	(67,137)	101,897	3,560
Communications-Phone & Postage		92,930	100,550	6,758	109,711	9,161
Travel		77,983	204,518	125,476	223,052	18,534
Advertising		12,774	12,866	(76)	13,499	634
Rentals		237,825	227,725	(11,992)	248,398	20,673
Insurance		41,674	70,327	28,445	76,720	6,393
Utilities		16,705	20,981	4,085	23,079	2,098
Maintenance & Repair		95,336	32,338	(63,204)	33,860	1,522
Miscellaneous		577	0	(577)	0	-
Total Operating Expenditures		6,685,296	7,276,681	551,191	7,927,440	650,759
SUBCONTRACTOR EXPENDITURES						
Legal Assistance		34,031	68,123	34,092	74,316	6,193
Transportation		61,552	66,000	4,448	72,000	6,000
Congregate Meals (C1)		64,098	255,444	191,346	278,666	23,222
Nutrition Education		1,000	0	(1,000)	0	-
Home Delivered Meals (C2)		131,696	232,356	100,659	253,479	21,123
Home Delivered Meals (State Expansion)		18,717	30,175	11,458	32,918	2,743
Senior Farmer's Market		29,560	46,590	17,030	46,590	-
Professional Consulting Services		11,345	25,797	14,452	28,142	2,345
Home Repair & Sr. Emergency Fund		20,786	25,487	4,701	27,800	2,313
Senior Drug Education		12,774	0	(12,774)	0	-
Kinship Care Service Delivery		12,618	3,830	(8,788)	4,178	348
Kinship Good & Services		45,455	30,635	(14,820)	33,420	2,785
Respite Services		372,413	316,252	(56,161)	345,002	28,750
Supplemental Services		10,746	17,483	6,736	19,072	1,589
Services to Grandparents		5,025	50,879	45,854	55,504	4,625
Other Payments	COVID nutrition, CCAP kitchen	1,436,024	710,731	(725,293)	775,343	64,612
Total Subcontractor Expenditures		2,267,839	1,879,780	(388,059)	2,046,430	166,650
ADMIN & IT ALLOCATION ADD BACK		(1,023,890)	(1,138,906)	(115,015)	(1,233,279)	(94,374)
Total Expenditures		7,929,245	8,017,555	48,116	8,740,590	723,035
GENERAL FUND SURPLUS (DEFICIT)		309,577	(90,227)	359,610	19,021	109,248

Description	Nov - Actual	Nov - Budget	Nov - Variance	Explanations	YTD Actual	YTD Approved Budget	Variance	Approved 2020 Budget
FUNDING								
Older Americans Act					0	0	0	0
State/Federal					0	0	0	0
MTD Mac/Tsoa					0	0	0	0
Other AL TSA					0	0	0	0
HCRR					0	0	0	0
Multi Service Center					0	0	0	0
Health Homes					0	0	0	0
Other (SHIBA, SFM, CGT, Sr Emerg, Misc)					0	0	0	0
Total Funding	0	0	0		0	0	0	0
OPERATING EXPENDITURES								
Salaries & Wages	36,027	37,901	1,873		421,379	437,947	16,568	475,847
Benefits	12,554	12,736	182		134,204	143,951	9,748	156,687
Training	0	0	0		0	0	0	0
Office & Program Supplies	542	1,000	458		8,475	11,000	2,525	12,000
Technology Equip & Supplies		0	0		0	0	0	0
Admin Allocation		0	0		0	0	0	0
IT Allocation	1,855	2,440	585		22,012	26,854	4,841	29,293
Professional Services	6,192	2,000	(4,192)		63,641	80,000	16,359	82,000
Communications-Phone & Postage	364	583	220		6,625	6,417	(209)	7,000
Travel	221	1,583	1,363		3,606	17,417	13,810	19,000
Advertising	1,199	0	(1,199)		6,582	5,000	(1,582)	5,000
Rentals	2,401	2,540	138		28,253	30,380	2,126	33,219
Insurance	293	256	(36)		3,069	2,821	(248)	3,078
Utilities	227	400	173		1,586	3,400	1,814	3,900
Maintenance & Repair	237	200	(37)		73,322	17,800	(55,522)	18,000
Miscellaneous	0	0	0		176	0	(176)	0
Total Operating Expenditures	62,111	61,639	(472)		772,930	782,986	10,056	845,025
SUBCONTRACTOR EXPENDITURES								
Legal Assistance					0	0	0	0
Transportation					0	0	0	0
Congregate Meals (C1)					0	0	0	0
Nutrition Education					0	0	0	0
Home Delivered Meals (C2)					0	0	0	0
Home Delivered Meals (State Expansion)					0	0	0	0
Senior Farmer's Market					0	0	0	0
Professional Consulting Services					0	0	0	0
Home Repair & Sr. Emergency Fund					0	0	0	0
Senior Drug Education					0	0	0	0
Kinship Care Service Delivery					0	0	0	0
Kinship Good & Services					0	0	0	0
Respite Services					0	0	0	0
Supplemental Services					0	0	0	0
Services to Grandparents					0	0	0	0
Other Payments					0	0	0	0
Total Subcontractor Expenditures	0	0	0		0	0	0	0
ADMIN ALLOCATION ADD BACK	(61,903)	(61,639)	265		(731,524)	(782,986)	(51,462)	(845,025)
Total Expenditures	207	0	(207)		41,405	0	(41,405)	0
Revenues Over (Under) Expended	(207)	0	207		(41,405)	0	41,405	0

Description	Nov - Actual	Nov - Budget	Nov - Variance	Explanations	YTD Actual	YTD Approved Budget	Variance	Approved 2020 Budget
FUNDING								
Older Americans Act					0	0	0	
State/Federal					0	0	0	
MTD Mac/Tsoa					0	0	0	
Other ALTSA					0	0	0	
HCRR					0	0	0	
Multi Service Center					0	0	0	
Health Homes					0	0	0	
Other (SHIBA, SFM, CGT, Sr Emerg, Misc)					0	0	0	
Total Funding	0	0	0		0	0	0	0
OPERATING EXPENDITURES								
Salaries & Wages	15,087	16,385	1,299		163,827	180,879	17,052	197,264
Benefits	6,004	6,842	838		64,926	74,852	9,926	81,694
Training	0	0	0		0	0	0	0
Office & Program Supplies	474	500	26		5,500	5,500	0	6,000
Technology Equip & Supplies	0	5,000	5,000		27,040	55,000	27,960	60,000
Admin Allocation	0	0	0		1,725	0	(1,725)	0
IT Allocation	0	0	0		0	0	0	0
Professional Services	0	875	875		3,864	9,625	5,761	10,500
Communications-Phone & Postage	312	500	188		4,426	5,500	1,074	6,000
Travel	240	1,083	844		7,765	11,917	4,152	13,000
Advertising	0	0	0		0	0	0	0
Rentals	950	925	(25)		10,736	10,179	(557)	11,104
Insurance	179	170	(9)		2,021	1,872	(148)	2,043
Utilities	33	15	(19)		299	160	(139)	175
Maintenance & Repair	50	40	(10)		239	435	196	475
Miscellaneous	0	0	0		0	0	0	0
	0	0	0		0	0	0	0
Total Operating Expenditures	23,328	32,335	9,007		292,366	355,920	63,554	388,255
SUBCONTRACTOR EXPENDITURES								
Legal Assistance					0	0	0	
Transportation					0	0	0	
Congregate Meals (C1)					0	0	0	
Nutrition Education					0	0	0	
Home Delivered Meals (C2)					0	0	0	
Home Delivered Meals (State Expansion)					0	0	0	
Senior Farmer's Market					0	0	0	
Professional Consulting Services					0	0	0	
Home Repair & Sr. Emergency Fund					0	0	0	
Senior Drug Education					0	0	0	
Kinship Care Service Delivery					0	0	0	
Kinship Good & Services					0	0	0	
Respite Services					0	0	0	
Supplemental Services					0	0	0	
Services to Grandparents					0	0	0	
Other Payments					0	0	0	
Total Subcontractor Expenditures	0	0	0		0	0	0	0
IT ALLOCATION ADD BACK	(23,328)	(32,335)	(9,007)		(292,366)	(355,920)	(63,554)	(388,255)
Total Expenditures	0	0	0		0	0	0	0
Revenues Over/(Under) Expend.	0	0	0		0	0	0	0

Description	Nov - Actual	Nov - Budget	Nov - Variance	Explanations	YTD Actual	YTD Approved Budget	Variance	Approved 2020 Budget
FUNDING								
Older Americans Act	62,405	80,868	(18,464)		487,146	889,550.8	(402,405)	970,419
State/Federal	28,960	37,706	(8,746)		325,269	414,765.1	(89,496)	452,471
MTD Mac/Tsoa		0			0	0.0	0	0
Other AL TSA	18,717	16,294	2,423	150k Kitchen Coastal	181,241	179,235.8	2,005	195,530
HCRR		0			0	0.0	0	0
Multi Service Center		0			0	0.0	0	0
Health Homes		0			0	0.0	0	0
Other - COVID & Farmers Market/EVV	55,747	0	55,747		1,048,307	20,000.0	1,028,307	20,000
Total Funding	165,828	134,868	30,960		2,041,964	1,503,552	538,412	1,638,420
OPERATING EXPENDITURES								
Salaries & Wages	23,051	23,221	170		237,385	251,482.5	14,098	274,703
Benefits	8,817	8,904	87		90,954	97,242.9	6,289	106,146
Training	0	150	150		2,450	1,650.0	(800)	1,800
Office & Program Supplies	329	510	181		7,420	5,610.0	(1,810)	6,120
Technology Equip & Supplies		0	0		0	0.0	0	0
Admin Allocation	13,567	12,328	(1,239)		158,497	157,448.7	(1,048)	169,856
IT Allocation	1,549	2,016	467		18,204	22,189.3	3,985	24,205
Professional Services	0	140	140	EVV	85,556	1,536.3	(84,020)	1,676
Communications-Phone & Postage	287	443	155		5,443	4,868.4	(575)	5,311
Travel	1,427	2,083	656		9,225	22,916.7	13,691	25,000
Advertising	0	250	250		133	2,750.0	2,617	3,000
Rentals	1,965	1,916	(48)		22,867	23,594.5	727	25,511
Insurance	186	212	26		1,280	2,331.2	1,052	2,543
Utilities	244	208	(36)		2,538	2,291.7	(246)	2,500
Maintenance & Repair	194	125	(69)		1,821	1,375.0	(446)	1,500
Miscellaneous	0	0	0		0	0.0	0	0
						0.0		0
Total Operating Expenditures	51,616	52,505	890		643,773	597,287	(46,486)	649,872
SUBCONTRACTOR EXPENDITURES								
Legal Assistance	2,587	6,193	3,606		34,031	68,123.0	34,092	74,316
Transportation	3,423	6,000	2,577		61,552	66,000.0	4,448	72,000
Congregate Meals (C1)	0	23,222	23,222		64,098	255,443.8	191,346	278,666
Nutrition Education	0	0	0		1,000	0.0	(1,000)	0
Home Delivered Meals (C2)	34,816	21,123	(13,693)		131,696	232,355.8	100,659	253,479
Home Delivered Meals (State Expansion)	18,717	2,743	(15,974)		18,717	30,174.8	11,458	32,918
Senior Farmer's Market	0	0	0		29,560	46,590.0	17,030	46,590
Prof Consulting Services (Disease Prev)	1,709	2,345	636		11,345	25,796.8	14,452	28,142
Home Repair & Sr. Emergency Fund	0	0	0		0	0.0	0	0
Senior Drug Education	0	0	0		12,774	0.0	(12,774)	0
Kinship Care Service Delivery		0	0		0	0.0	0	0
Kinship Good & Services		0	0		0	0.0	0	0
Respite Services		0	0		0	0.0	0	0
Supplemental Services		0	0		0	0.0	0	0
Services to Grandparents		0	0		0	0.0	0	0
COVID/T3B Adm Spec Proj 2018 /Kitch	50,509	13,551	(36,958)	Emergency meals	1,003,085	149,061.0	(854,024)	162,612
Total Subcontractor Expenditures	111,760	75,178	(36,583)		1,367,858	873,545	(494,313)	948,723
IT ALLOCATION ADD BACK								
Total Expenditures	163,376	127,683	(35,693)		2,011,631	1,470,832	(540,799)	1,598,595
Revenues Over/(Under) Expend.	2,452	7,185	(4,733)		30,333	32,719	(2,386)	39,825

Description	Nov - Actual	Nov - Budget	Nov - Variance	Explanations	YTD Actual	YTD Approved Budget	Variance	Approved 2020 Budget
FUNDING								
Older Americans Act			0		0	0	0	0
State/Federal	295,685	270,881	24,804		3,085,216	2,938,294	146,922	3,209,027
MTD Mac/Tsoa		0			0	0	0	0
Other ALTSA		0	0		0	0	0	0
HCRR		0			0	0	0	0
Multi Service Center		0			0	0	0	0
Health Homes		0			0	0	0	0
Other (CGT - Caregiver Training)	28,076	26,806	1,270	Non core included on FCSP and KCSP	209,439	294,867	(85,427)	321,673
Total Funding	323,761	297,687	26,074		3,294,656	3,233,161	61,495	3,530,700
OPERATING EXPENDITURES								
Salaries & Wages	133,798	135,709	1,911		1,423,914	1,476,600	52,686	1,612,766
Benefits	51,931	52,573	642		547,439	574,691	27,251	627,263
Training	0	0	0		1,156	315	(841)	315
Office & Program Supplies	1,374	2,750	1,376		25,481	30,250	4,769	33,000
Technology Equip & Supplies	0	0	0		0	0	0	0
Admin Allocation	22,048	23,423	1,375		257,461	294,250	36,789	317,825
IT Allocation	10,188	13,917	3,729		125,251	153,184	27,933	167,101
Professional Services	0	0	0		4,147	180	(3,967)	180
Communications-Phone & Postage	2,729	3,500	771		36,398	38,500	2,102	42,000
Travel	1,184	5,250	4,066		18,442	57,750	39,308	63,000
Advertising	0	167	167		1,868	1,833	(34)	2,000
Rentals	8,414	7,137	(1,277)		84,281	78,510	(5,770)	85,648
Insurance	1,608	1,463	(145)		17,891	16,093	(1,798)	17,556
Utilities	611	583	(27)		4,666	6,417	1,751	7,000
Maintenance & Repair	764	500	(264)		9,285	5,500	(3,785)	6,000
Miscellaneous	0	0	0		0	0	0	0
Total Operating Expenditures	234,647	246,971	12,324		2,557,679	2,734,073	176,394	2,981,655
SUBCONTRACTOR EXPENDITURES								
Legal Assistance					0	0	0	0
Transportation					0	0	0	0
Congregate Meals (C1)					0	0	0	0
Nutrition Education					0	0	0	0
Home Delivered Meals (C2)					0	0	0	0
Home Delivered Meals (State Expansion)					0	0	0	0
Senior Farmer's Market					0	0	0	0
Professional Consulting Services					0	0	0	0
Home Repair & Sr. Emergency Fund					0	0	0	0
Senior Drug Education					0	0	0	0
Kinship Care Service Delivery					0	0	0	0
Kinship Good & Services					0	0	0	0
Respite Services					0	0	0	0
Supplemental Services					0	0	0	0
Services to Grandparents					0	0	0	0
Caregiver Training	28,076	26,806	(1,270)		209,439	294,867	85,427	321,673
Total Subcontractor Expenditures	28,076	26,806	(1,270)		209,439	294,867	85,427	321,673
IT ALLOCATION ADD BACK								
								0
Total Expenditures	262,723	273,777	11,054		2,767,118	3,028,940	261,822	3,303,328
Revenues Over/(Under) Expend.	61,038	23,910	37,128		527,537	204,221	323,317	227,372

Description	Nov - Actual	Nov - Budget	Nov - Variance	Explanations	YTD Actual	YTD Approved Budget	Variance	Approved 2020 Budget
FUNDING								
Older Americans Act	16,252	30,712	(14,460)		355,702	337,832	17,870	368,544
State/Federal	55,461	44,452	11,009		372,098	488,967	(116,870)	533,419
MTD Mac/Tsoa		0	0		0	0	0	0
Other ALTSA	0	941	(941)		10,321	10,349	(28)	11,290
HCRR		0			0	0	0	0
Multi Service Center		0			0	0	0	0
Health Homes		0			0	0	0	0
Other (SHIBA, SFM, CGT, Sr Emerg, M	2,207	14,906	(12,698)		59,056	96,551	(37,494)	111,454
Total Funding	73,920	91,010	(17,090)		797,177	933,699	(136,522)	1,024,707
OPERATING EXPENDITURES								
Salaries & Wages	38,618	43,399	4,781		420,443	471,088	50,645	514,564
Benefits	15,269	19,261	3,992		166,731	210,655	43,924	229,916
Training	0	0	0		1,443	0	(1,443)	0
Office & Program Supplies	536	1,652	1,117		12,260	18,173	5,913	19,825
Technology Equip & Supplies	0	0	0		0	0	0	0
Admin Allocation	8,565	8,629	65		96,965	111,717	14,752	120,403
IT Allocation	3,492	4,815	1,322		43,299	52,994	9,695	57,809
Professional Services		23	23		20	248	227	270
Communications-Phone & Postage	1,271	2,217	946		15,602	24,390	8,787	26,607
Travel	387	1,708	1,322		5,555	18,792	13,236	20,500
Advertising	21	0	(21)		1,589	397	(1,192)	397
Rentals	3,789	3,647	(141)		38,733	40,119	1,387	43,767
Insurance	551	506	(45)		6,026	5,567	(459)	6,074
Utilities	430	398	(31)		3,149	4,380	1,231	4,778
Maintenance & Repair	435	323	(112)		5,310	3,553	(1,757)	3,876
Miscellaneous		0	0		0	0	0	0
Total Operating Expenditures	73,363	86,579	13,216		817,126	962,073	144,947	1,048,785
SUBCONTRACTOR EXPENDITURES								
Legal Assistance					0	0		0
Transportation					0	0		0
Congregate Meals (C1)					0	0		0
Nutrition Education					0	0		0
Home Delivered Meals (C2)					0	0		0
Home Delivered Meals (State Expansion)					0	0		0
Senior Farmer's Market					0	0		0
Professional Consulting Services					0	0		0
Home Repair & Sr. Emergency Fund	350	2,317	1,967		20,786	25,487	4,701	27,800
Senior Drug Education					0	0		0
Kinship Care Service Delivery					0	0		0
Kinship Good & Services					0	0		0
Respite Services					0	0		0
Supplemental Services					0	0		0
Services to Grandparents					0	0		0
Other Payments					0	0		0
Total Subcontractor Expenditures	350	2,317	1,967		20,786	25,487	4,701	27,800
IT ALLOCATION ADD BACK								0
Total Expenditures	73,713	88,896	15,183		837,912	987,560	149,648	1,076,585
Revenues Over/(Under) Expend.	207	2,114	(1,907)		(40,735)	(53,861)	13,126	(51,878)

Description	Nov - Actual	Nov - Budget	Nov - Variance	Explanations	YTD Actual	YTD Approved Budget	Variance	Approved 2020 Budget
FUNDING								
Older Americans Act		0			0	0	0	0
State/Federal		0			0	0	0	0
MTD Mac/Tsoa	22,855	28,560	(5,705)		528,598	560,493	(31,895)	688,465
Other AL TSA		0			0	0	0	0
HCRR		0			0	0	0	0
Multi Service Center		0			0	0	0	0
Health Homes		0			0	0	0	0
Other (SHIBA, SFM, CGT, Sr Emerg, Misc)		0			0	0	0	0
Total Funding	22,855	28,560	(5,705)		528,598	560,493	(31,895)	688,465
OPERATING EXPENDITURES								
Salaries & Wages	26,354	30,637	4,283		276,012	322,712	46,700	353,355
Benefits	10,510	10,931	420		104,199	114,883	10,684	125,814
Training	0	0	0		0	0	0	0
Office & Program Supplies	153	292	139		3,057	3,208	152	3,500
Technology Equip & Supplies	0	0	0		0	0	0	0
Admin Allocation	4,340	1,849	(2,490)		48,875	21,663	(27,212)	23,525
IT Allocation	2,226	3,109	883		27,917	34,221	6,304	37,329
Professional Services	0	0	0		42	0	(42)	0
Communications-Phone & Postage	497	42	(455)		6,002	458	(5,544)	500
Travel	606	208	(397)		9,915	2,292	(7,623)	2,500
Advertising	0	0	0		840	0	(840)	0
Rentals	930	770	(160)		9,915	7,636	(2,279)	8,406
Insurance	351	3,111	2,759		3,888	34,219	30,330	37,329
Utilities	98	42	(56)		692	458	(234)	500
Maintenance & Repair	122	25	(97)		1,379	275	(1,104)	300
Outreach	0	0	0		77	0	(77)	0
					0	0		0
Total Operating Expenditures	46,186	51,015	4,830		492,810	542,025	49,216	593,058
SUBCONTRACTOR EXPENDITURES								
Legal Assistance					0	0		0
Transportation					0	0		0
Congregate Meals (C1)					0	0		0
Nutrition Education					0	0		0
Home Delivered Meals (C2)					0	0		0
Home Delivered Meals (State Expansion)					0	0		0
Senior Farmer's Market					0	0		0
Professional Consulting Services					0	0		0
Home Repair & Sr. Emergency Fund					0	0		0
Senior Drug Education					0	0		0
Kinship Care Service Delivery					0	0		0
Kinship Good & Services					0	0		0
Respite Services					0	0		0
Supplemental Services					0	0		0
Services to Grandparents					0	0		0
Other Payments					0	0		0
Total Subcontractor Expenditures	0	0	0		0	0	0	0
IT ALLOCATION ADD BACK	0							0
Total Expenditures	46,186	51,015	4,830		492,810	542,025	49,216	593,058
Revenues Over/(Under) Expend.	(23,331)	(22,455)	(875)		35,788	18,468	17,320	95,407

Description	Nov - Actual	Nov - Budget	Nov - Variance	Explanations	YTD Actual	YTD Approved Budget	Variance	Approved 2020 Budget
FUNDING								
Older Americans Act	27,611	15,418	12,193		109,768	169,599	(59,831)	185,017
State/Federal	39,535	59,973	(20,438)	New contract funding	633,672	659,703	(26,031)	719,676
MTD Mac/Tsoa		0			0	0	0	0
Other ALTSA		0	0		0	0	0	0
HCCR		0	0		0	0	0	0
Multi Service Center		0	0		0	0	0	0
Health Homes		0	0		0	0	0	0
Other (AWHI & CGT Non-Core)	4,563	0	4,563		54,256	0	54,256	0
Total Funding	71,709	75,391	(3,682)		797,695	829,302	(31,606)	904,693
OPERATING EXPENDITURES								
Salaries & Wages	10,777	13,568	2,790		124,694	134,582	9,889	161,718
Benefits	3,819	5,560	1,740		46,832	55,435	8,603	66,555
Training	0	56	56		0	558	558	670
Office & Program Supplies	254	745	491		5,696	7,449	1,753	8,939
Technology Equip & Supplies		0	0		0	0	0	0
Admin Allocation	6,309	6,780	471		67,090	79,631	12,541	93,236
IT Allocation	952	1,477	525		13,169	14,778	1,609	17,731
Professional Services	0	23	23		0	225	225	270
Communications-Phone & Postage	556	611	55		8,310	6,109	(2,201)	7,331
Travel	23	1,042	1,019		1,657	10,417	8,760	12,500
Advertising	0	167	167		1,230	1,668	439	2,002
Rentals	2,003	1,407	(596)		20,393	14,065	(6,328)	16,878
Insurance	150	155	5		1,830	1,552	(277)	1,863
Utilities	291	191	(100)		2,327	1,908	(418)	2,290
Maintenance & Repair	272	207	(66)		2,885	2,067	(818)	2,480
Miscellaneous	0	0	0		324	0	(324)	0
Total Operating Expenditures	25,407	31,986	6,580		296,435	330,446	34,011	394,463
SUBCONTRACTOR EXPENDITURES								
Legal Assistance			0		0	0	0	0
Transportation			0		0	0	0	0
Congregate Meals (C1)			0		0	0	0	0
Nutrition Education			0		0	0	0	0
Home Delivered Meals (C2)			0		0	0	0	0
Home Delivered Meals (State Expansion)			0		0	0	0	0
Senior Farmer's Market			0		0	0	0	0
Professional Consulting Services			0		0	0	0	0
Home Repair & Sr. Emergency Fund			0		0	0	0	0
Senior Drug Education			0		0	0	0	0
Kinship Care Service Delivery	703	348	(355)		12,618	3,830	(8,788)	4,178
Kinship Good & Services	1,995	2,785	790		45,455	30,635	(14,820)	33,420
Respite Services	36,646	28,750	(7,896)		372,413	316,252	(56,161)	345,002
Supplemental Services	1,328	1,589	262		10,746	17,483	6,736	19,072
Services to Grandparents	0	4,625	4,625		5,025	50,879	45,854	55,504
AWHI & CGT Non-Core	4,563	4,583	20		59,625	50,417	(9,208)	55,000
Total Subcontractor Expenditures	45,235	42,681	(2,554)		505,882	469,495	(36,388)	512,176
IT ALLOCATION ADD BACK								0
Total Expenditures	70,642	74,668	4,026		802,318	799,941	(2,377)	906,639
Revenues Over/(Under) Expend.	1,066	723	343		(4,622)	29,361	(33,983)	(1,946)

Description	Nov - Actual	Nov - Budget	Nov - Variance	Explanations	YTD Actual	YTD Approved Budget	Variance	Approved 2020 Budget
FUNDING								
Older Americans Act		0	0		0	0	0	0
State/Federal		0	0		0	0	0	0
MTD Mac/Tsoa		0			0	0	0	0
Other ALTSA		0	0		0	0	0	0
HCRR	6,887	8,966	(2,079)		64,322	98,628	(34,306)	107,594
Multi Service Center		0	0		0	0	0	0
Health Homes		0	0		0	0	0	0
Other (SHIBA, SFM, CGT, Sr Emerg, Misc)		0			0	0	0	0
Total Funding	6,887	8,966	(2,079)		64,322	98,628	(34,306)	107,594
OPERATING EXPENDITURES								
Salaries & Wages	3,688	6,781	3,093		44,736	73,765	29,029	80,547
Benefits	1,555	3,047	1,493		20,257	33,386	13,128	36,433
Training	0	-	0		0	0	0	0
Office & Program Supplies	43	108	65		1,108	1,192	84	1,300
Technology Equip & Supplies	0	-	0		0	0	0	0
Admin Allocation	647	1,233	586		8,060	15,487	7,427	16,728
IT Allocation	317	864	546		7,455	9,506	2,050	10,369
Professional Services		-	0		0	0	0	0
Communications-Phone & Postage	66	190	125		1,022	2,095	1,072	2,285
Travel	0	142	142		246	1,558	1,312	1,700
Advertising	0	-	0		0	0	0	0
Rentals	396	395	(1)		4,398	4,349	(49)	4,745
Insurance	50	91	41		1,031	999	(32)	1,089
Utilities	67	78	11		598	858	260	936
Maintenance & Repair	59	39	(20)		437	430	(7)	469
Miscellaneous		-	0		0	0	0	0
Total Operating Expenditures	6,887	12,969	6,081		89,349	143,624	54,275	156,601
SUBCONTRACTOR EXPENDITURES								
Legal Assistance					0	0		0
Transportation					0	0		0
Congregate Meals (C1)					0	0		0
Nutrition Education					0	0		0
Home Delivered Meals (C2)					0	0		0
Home Delivered Meals (State Expansion)					0	0		0
Senior Farmer's Market					0	0		0
Professional Consulting Services					0	0		0
Home Repair & Sr. Emergency Fund					0	0		0
Senior Drug Education					0	0		0
Kinship Care Service Delivery					0	0		0
Kinship Good & Services					0	0		0
Respite Services					0	0		0
Supplemental Services					0	0		0
Services to Grandparents					0	0		0
Other Payments					0	0		0
Total Subcontractor Expenditures	0	0			0	0	0	0
IT ALLOCATION ADD BACK								0
Total Expenditures	6,887	12,969	6,081		89,349	143,624	54,275	156,601
Revenues Over/(Under) Expend.	0	(4,002)	4,002		(25,028)	(44,996)	19,968	(49,007)

Description	Nov - Actual	Nov - Budget	Nov - Variance	Explanations	YTD Actual	YTD Approved Budget	Variance	Approved 2020 Budget
FUNDING								
Older Americans Act		0			0	0	0	0
State/Federal		0			0	0	0	0
MTD Mac/Tsoa		0			0	0	0	0
Other ALTSA		0			0	0	0	0
HCRR	7,282	8,483	(1,200)		80,605	84,828	(4,223)	101,794
Multi Service Center		0			0	0	0	0
Health Homes		0			0	0	0	0
Other (SHIBA, SFM, CGT, Sr Emerg, Misc)		0			0	0	0	0
Total Funding	7,282	8,483	(1,200)		80,605	84,828	(4,223)	101,794
OPERATING EXPENDITURES								
Salaries & Wages	3,592	3,711	120		39,738	37,113	(2,624)	44,546
Benefits	1,700	1,746	46		18,773	17,438	(1,335)	20,930
Training	0	-	0		57	0	(57)	0
Office & Program Supplies	124	216	92		1,373	2,158	786	2,590
Technology Equip & Supplies	0	-	0		57	0	(57)	0
Admin Allocation	664	1,233	568		7,022	14,254	7,232	16,728
IT Allocation	364	497	133		4,481	4,969	488	5,962
Professional Services	0	-	0		0	1,001	1,001	1,001
Communications-Phone & Postage	53	250	197		1,280	2,502	1,221	3,002
Travel	0	18	18		0	178	178	213
Advertising	0	-	0		0	0	0	0
Rentals	502	485	(17)		5,442	4,851	(591)	5,821
Insurance	58	52	(5)		621	522	(99)	626
Utilities	0	-	0		0	0	0	0
Maintenance & Repair	14	-	(14)		14	0	(14)	0
Miscellaneous		-	0		0	0	0	0
Total Operating Expenditures	7,070	8,208	1,137		78,857	84,986	6,128	101,419
SUBCONTRACTOR EXPENDITURES								
Legal Assistance					0	0		0
Transportation					0	0		0
Congregate Meals (C1)					0	0		0
Nutrition Education					0	0		0
Home Delivered Meals (C2)					0	0		0
Home Delivered Meals (State Expansion)					0	0		0
Senior Farmer's Market					0	0		0
Professional Consulting Services					0	0		0
Home Repair & Sr. Emergency Fund					0	0		0
Senior Drug Education					0	0		0
Kinship Care Service Delivery					0	0		0
Kinship Good & Services					0	0		0
Respite Services					0	0		0
Supplemental Services					0	0		0
Services to Grandparents					0	0		0
Other Payments					0	0		0
Total Subcontractor Expenditures	0	-	0		0	0	0	0
IT ALLOCATION ADD BACK								0
Total Expenditures	7,070	8,208	1,137		78,857	84,986	6,128	101,419
Revenues Over/(Under) Expend.	212	275	(63)		1,748	(157)	1,905	375

Description	Nov - Actual	Nov - Budget	Nov - Variance	Explanations	YTD Actual	YTD Approved Budget	Variance	Approved 2020 Budget
FUNDING								
Older Americans Act	0	-	0		42,329	28,563	13,766	28,563
State/Federal	0	7,999	(7,999)		5,024	10,468	(5,444)	25,000
MTD Mac/Tsoa		-			0	0	0	0
Other ALTSA	0	-	0		0	0	0	0
HCRR	0	-	0		0	0	0	0
Multi Service Center	9,247	7,424	1,823	LTCOP contract 74k	62,530	73,478	(10,949)	73,478
Health Homes		-	0		0	0	0	0
Other (SHIBA, SFM, CGT, Sr Emerg, M	0	-			0	0	0	0
Total Funding	9,247	15,423	(6,176)		109,883	112,509	(2,627)	127,041
OPERATING EXPENDITURES								
Salaries & Wages	5,309	5,677	367		58,449	61,634	3,186	67,311
Benefits	2,028	2,111	83		21,547	23,080	1,533	25,191
Training	0	-	0		1,114	250	(864)	250
Office & Program Supplies	49	83	34		49	917	868	1,000
Technology Equip & Supplies		-	0		0	0	0	0
Admin Allocation	869	1,233	364		9,986	15,487	5,501	16,728
IT Allocation	336	487	151		4,346	5,356	1,010	5,843
Professional Services		-	0		0	0	0	0
Communications-Phone & Postage	80	167	86		1,292	1,833	542	2,000
Travel	202	2,500	2,298		8,816	27,500	18,684	30,000
Advertising	0	-	0		0	0	0	0
Rentals	320	243	(77)		3,682	2,668	(1,014)	2,911
Insurance	53	51	(2)		605	563	(42)	614
Utilities		-	0		0	0	0	0
Maintenance & Repair		-	0		0	0	0	0
Miscellaneous (rounding included)	0	-	0		0	0	0	0
Total Operating Expenditures	9,247	12,550	3,303		109,885	139,288	29,402	151,846
SUBCONTRACTOR EXPENDITURES								
Legal Assistance		0			0	0		0
Transportation		0			0	0		0
Congregate Meals (C1)		0			0	0		0
Nutrition Education					0	0		0
Home Delivered Meals (C2)		0			0	0		0
Home Delivered Meals (State Expansion)					0	0		0
Senior Farmer's Market		0			0	0		0
Professional Consulting Services		0			0	0		0
Home Repair & Sr. Emergency Fund		0			0	0		0
Senior Drug Education		0			0	0		0
Kinship Care Service Delivery					0	0		0
Kinship Good & Services		0			0	0		0
Respite Services		0			0	0		0
Supplemental Services		0			0	0		0
Services to Grandparents		0			0	0		0
Other Payments		0			0	0		0
Total Subcontractor Expenditures	0	0	0		0	0	0	0
IT ALLOCATION ADD BACK								0
Total Expenditures	9,247	12,550	3,303		109,885	139,288	29,402	151,846
Revenues Over/(Under) Expend.	0	2,872	(2,872)		(3)	(26,778)	26,775	(24,805)

Description	Nov - Actual	Nov - Budget	Nov - Variance	Explanations	YTD Actual	YTD Approved Budget	Variance	Approved 2020 Budget
FUNDING								
Older Americans Act		0			0	0		0
State/Federal		0			0	0		0
MTD Mac/Tsoa		0			0	0		0
Other ALTSA		0			0	0		0
HCRR		0			0	0		0
Multi Service Center		0			0	0		0
Health Homes	32,150	39,000	(6,850)		337,240	312,627	24,613	352,067
Other		0			0	0		0
Total Funding	32,150	39,000	(6,850)		337,240	312,627	24,613	352,067
OPERATING EXPENDITURES								
Salaries & Wages	17,235	19,747	2,512		204,776	204,876	100	224,623
Benefits	7,162	8,966	1,804		83,609	93,553	9,944	102,519
Training		0	0		0	0	0	0
Office & Program Supplies	231	375	144		3,069	4,125	1,056	4,500
Technology Equip & Supplies		0	0		0	0	0	0
Admin Allocation	2,955	2,466	(489)		38,423	28,196	(10,227)	30,677
IT Allocation	1,841	1,945	104		21,971	21,407	(565)	23,352
Professional Services		0	0		0	0	0	0
Communications-Phone & Postage	414	583	169		5,626	6,417	791	7,000
Travel	351	2,167	1,816		7,835	23,833	15,999	26,000
Advertising	0	50	50		533	550	17	600
Rentals	773	836	63		8,333	9,192	859	10,028
Insurance	292	256	(36)		3,057	2,811	(245)	3,067
Utilities	100	58	(42)		851	642	(210)	700
Maintenance & Repair	94	33	(60)		642	367	(275)	400
Miscellaneous		0	0		0	0	0	0
Total Operating Expenditures	31,447	37,481	6,034		378,724	395,967	17,243	433,465
SUBCONTRACTOR EXPENDITURES								
Legal Assistance		0			0	0		0
Transportation		0			0	0		0
Congregate Meals (C1)		0			0	0		0
Nutrition Education		0			0	0		0
Home Delivered Meals (C2)		0			0	0		0
Home Delivered Meals (State Expansion)		0			0	0		0
Senior Farmer's Market		0			0	0		0
Professional Consulting Services		0			0	0		0
Home Repair & Sr. Emergency Fund		0			0	0		0
Senior Drug Education		0			0	0		0
Kinship Care Service Delivery		0			0	0		0
Kinship Good & Services		0			0	0		0
Respite Services		0			0	0		0
Supplemental Services		0			0	0		0
Services to Grandparents		0			0	0		0
Other Payments		0			0	0		0
Total Subcontractor Expenditures	0	0	0		0	0	0	0
IT ALLOCATION ADD BACK								0
Total Expenditures	31,447	37,481	6,034		378,724	395,967	17,243	433,465
Revenues Over/(Under) Expend.	703	1,519	(815)		(41,484)	(83,340)	41,856	(81,398)

Description	Nov - Actual	Nov - Budget	Nov - Variance	Explanations	YTD Actual	YTD Approved Budget	Variance	Approved 2020 Budget
FUNDING								
Older Americans Act		0			0	0	0	0
State/Federal		0			0	0	0	0
MTD Mac/Tsoa		0			0	0	0	0
Other ALTSA		0			0	0	0	0
HCRR		0			0	0	0	0
Multi Service Center		0			0	0	0	0
Health Homes	18,001	24,522	(6,521)		186,683	258,529	(71,846)	284,130
Other (SHIBA,SFM,CGT,Sr Emerg,Misc)		0			0	0	0	0
Total Funding	18,001	24,522	(6,521)		186,683	258,529	(71,846)	284,130
OPERATING EXPENDITURES								
Salaries & Wages	1,200	5,611	4,411		46,657	61,296	14,639	66,907
Benefits	391	1,647	1,257		18,658	18,053	(605)	19,700
Training	0	0	0		0	0	0	0
Office & Program Supplies	18	100	82		287	1,100	813	1,200
Technology Equip & Supplies	818	3,333	2,516		32,894	36,663	3,769	40,000
Admin Allocation	1,940	2,466	525		39,146	28,196	(10,950)	30,677
IT Allocation	210	486	276		2,563	5,352	2,789	5,838
Professional Services	813	500	(313)		8,181	5,500	(2,681)	6,000
Communications-Phone & Postage	82	75	(7)		902	600	(302)	675
Travel	0	750	750		4,921	8,889	3,969	9,639
Advertising	0	0	0		0	500	500	500
Rentals	72	72	0		792	289	(503)	362
Insurance	33	69	37		357	768	411	838
Utilities	0	25	25		0	275	275	300
Maintenance & Repair	2	30	28		2	330	328	360
Miscellaneous		0			0	0	0	0
Total Operating Expenditures	5,578	15,165	9,587		155,360	167,811	12,451	182,996
SUBCONTRACTOR EXPENDITURES								
Legal Assistance					0	0		0
Transportation					0	0	0	0
Congregate Meals (C1)					0	0	0	0
Nutrition Education					0	0	0	0
Home Delivered Meals (C2)					0	0	0	0
Home Delivered Meals (State Expansion)					0	0	0	0
Senior Farmer's Market					0	0	0	0
Professional Consulting Services					0	0	0	0
Home Repair & Sr. Emergency Fund					0	0	0	0
Senior Drug Education					0	0	0	0
Kinship Care Service Delivery					0	0	0	0
Kinship Good & Services					0	0	0	0
Respite Services					0	0	0	0
Supplemental Services					0	0	0	0
Services to Grandparents					0	0	0	0
Payments to CCO Health Homes	15,073	19,672	4,599		163,874	216,387	52,512	236,058
Total Subcontractor Expenditures	15,073	19,672	4,599		163,874	216,387	52,512	236,058
IT ALLOCATION ADD BACK								0
Total Expenditures	20,651	34,837	14,186		319,234	384,197	64,963	419,054
Revenues Over/(Under) Expend.	(2,649)	(10,315)	7,665		(132,551)	(125,668)	(6,883)	(134,924)



Olympic Area Agency on Aging

2200 W. Sims Way, Suite 100

Port Townsend, WA 98368

www.o3a.org

Phone: 360-379-5064 or 1-866-720-4863 Fax: 360-379-5074

MEMORANDUM

Date: February 16, 2021
To: Council of Governments (COG)
From: Advisory Council
RE: AC Member Recommendations – Two Regional Positions

There have been several Regional Representative vacancies on the Advisory Council: Disabilities, Local Elected, and Minority. After several recruitment efforts, we received several applications for these regional positions. Recently, we've had the opportunity to interview several candidates for the Local Elected and Minority positions. A copy of the applications is included with this memo. The Advisory Council at the February 16, 2021 meeting reviewed the following information and passed a motion to recommend both candidates be appointed by the COG as follows:

Local Elected Representative:

We were thrilled to receive an application for the Local Elected Representative position. This regional position has not been filled in a very long time (maybe ever). Susan Conniry is currently a member of the Ocean Shores City Council. She developed the Community Voices meetings in Ocean Shores, which bring people and providers together to discuss and resolve issues in the community. Susan has worked with two former council members in the North Beach Senior Resource Center. Advisory Council Chair Beth Pratt, Vice-Chair Becca Knievel, and State Council on Aging Representative Joe Sharkey participated on the February 9 interview panel with Ingrid Henden.

The panel unanimously recommends Susan Conniry for the Local Elected Representative position.

Minority Representative:

We also received one application for Minority Representative from Karen Sturnick. Karen has spent many years working for and with Habitat for Humanity across the United States and the globe. She has many years of experience working with non-profits, Peace Corps, and the United Nations World Food Program. Advisory Council Chair Beth Pratt, Vice-Chair Becca Knievel, and State Council on Aging Representative Joe Sharkey participated on the February 9 interview panel with Ingrid Henden.

The panel unanimously recommends Karen Sturnick for the Minority Representative position.

PROPOSED MOTION: The Olympic Area Agency on Aging Advisory Council recommends the Council of Governments appoint Susan Conniry to a three-year term as the Local Elected Representative and Karen Sturnick to a three-year term as the Minority Representative on the Olympic Area Agency on Aging Advisory Council.



Olympic Area Agency on Aging
Clallam, Grays Harbor, Jefferson & Pacific Counties

Olympic Area Agency on Aging

2200 W. Sims Way, Unit #100
Port Townsend, WA 98368

WWW.O3A.OIE

Phone: 360-379-5064 or 1-866-720-4863 Fax: 360-379-5074

APPLICATION FOR ADVISORY COUNCIL MEMBERSHIP

Name: Susan Connery

Address: [Redacted]

Telephone: (home) [Redacted] (work) [Redacted] (cell) [Redacted]

Email: [Redacted]

In what field of work have you been most involved?
Teaching / community / politics (city council member 2018 - present)
Ocean Shores

Membership Position Applied for: The Advisory Council consists of four representatives from each county in our service area, plus 5 regional positions as below listed (21 in all).

- County (circle which county): Clallam Jefferson Grays Harbor Pacific
 - Regional Tribal Regional Minority
 - Regional Disabilities Regional Elected Official
- (State Council on Aging liaison is appointed by the Governor)

Any position would be great

We are required by the Older Americans Act to ensure appropriate representation of ethnic groups and older adults:

Your Ethnicity White 60+ years of age? Yes No

Please list two references who have known you for more than one year.

1. Pat Tuttle Phone [Redacted]
2. Vicki Schmidt Phone [Redacted]

Please list your community service experience:
meeting weekly bringing people & service providers together in Ocean Shores
In January 2020 I developed Project Connect to expand those services -
Unfortunately Covid has delayed further expansion of these projects but we meet via Zoom

Describe your experience/interest in aging and/or disability issues:
I am disabled, navigated the process and have helped others -
My constituents, are mostly aging and I have served them through Community
activism and my political work for the last 3 years.

Why would you like to serve on the Advisory Council? The last six years, residing in Ocean Shores
I have worked extensively with our aging population - Working with the
NB Senior Resource Center, we developed a working relationship and expanded
our knowledge and shared resources -
Being on the Advisory Council - I can bring my experiences to benefit others.

Time commitment: The full Advisory Council meets the third Tuesday of every month
(except December, and usually a summer break in July or August). Meetings are being held
via Zoom and/or conference call during the COVID-19 pandemic. In person meetings,
when we are able to resume those once more, are held at the Civic Center in Shelton, WA.
Meetings are generally from 10:00 a.m. - 12:30 p.m. Mileage is reimbursed at the IRS rate
and lunch is provided for in-person meetings. There are occasional additional meetings,
dependent upon committee assignments or for special activities and projects. A brief list of
"Advisory Council Roles and Responsibilities" is included for your reference with this
application. In addition, each Council member is required to serve on at least one standing
committee. Current committees are Advocacy/Outreach, Allocations, and Planning.

I work closely
with Pam Tuttle
and Vicki Schmidt
connecting seniors
with service providers
and resources.

I am aware of the time commitments involved, and if selected, I believe I will be able to
fulfill them.


Applicant's Signature

12/1/2020
Date

Thank you for your application! Please return this form with any additional written
materials you would like us to consider in the review of your application to:

Carol Ann Laase, Administrative Systems Manager, Olympic Area Agency on Aging,
2200 W Sims Way, Unit #100, Port Townsend, WA 98368
FAX - (360) 379-5074 Email: Carolann.laase@dshs.wa.gov

*Advocates for Independence, Individual Choice and Quality Community Services
Serving Older Persons and Persons with Disabilities*



Olympic Area Agency on Aging

2200 W. Sims Way, Unit #100
Port Townsend, WA 98368

www.o3a.org

Phone: 360-379-5064 or 1-866-720-4863 Fax: 360-379-5074

RECEIVED

APPLICATION FOR ADVISORY COUNCIL MEMBERSHIP

NOV 16 2020

Name: KAREN FURNICK O3A PORT TOWNSEND

Address: [REDACTED]

Telephone: (home) _____ (work) _____ (cell) [REDACTED]

Email: [REDACTED]

In what field of work have you been most involved? non-profit; senior organizational development consultant for NGO.

Membership Position Applied for: The Advisory Council consists of four representatives from each county in our service area, plus 5 regional positions as below listed (21 in all):

___ County (circle which county): Clallam Jefferson Grays Harbor Pacific

___ Regional Tribal ___ Regional Minority

X Regional Disabilities ___ Regional Elected Official

(State Council on Aging liaison is appointed by the Governor)

We are required by the Older Americans Act to ensure appropriate representation of ethnic groups and older adults:

Your Ethnicity: white 60+ years of age? X Yes ___ No

Please list two references who have known you for more than one year.

1. Jayne NAYE Phone [REDACTED]

2. JANET KIDD Phone _____

*Advocates for Independence, Individual Choice and Quality Community Services
Serving Older Persons and Persons with Disabilities*

Please list your community service experience:

SEE ATTACHMENT

Describe your experience/interest in aging and/or disability issues:

STAFF bio to HPH is former. SEE RESUME AND

VOLUNTEER EXPERIENCE.

This document was prepared for a US Peace Corps Country Director position I interviewed for.
Why would you like to serve on the Advisory Council?

I have time, experience and willingness to learn in order to be a good advocate.

Time commitment: The full Advisory Council meets the third Tuesday of every month (except December, and usually a summer break in July or August). Meetings are being held via Zoom and/or conference call during the COVID-19 pandemic. In person meetings, when we are able to resume those once more, are held at the Civic Center in Shelton, WA. Meetings are generally from 10:00 a.m. – 12:30 p.m. Mileage is reimbursed at the IRS rate and lunch is provided for in-person meetings. There are occasional additional meetings, dependent upon committee assignments or for special activities and projects. A brief list of "Advisory Council Roles and Responsibilities" is included for your reference with this application. In addition, each Council member is required to serve on at least one standing committee. Current committees are: Advocacy/Outreach, Allocations, and Planning.

I am aware of the time commitments involved, and if selected, I believe I will be able to fulfill them.

Applicant's Signature

10/11/2020

Date

Thank you for your application! Please return this form with any additional written materials you would like us to consider in the review of your application to:

Carol Ann Laase, Administrative Systems Manager, Olympic Area Agency on Aging,
2200 W. Sims Way, Unit #100, Port Townsend, WA 98368.
FAX = (360) 379-5074. Email: Carolann.laase@dshs.wa.gov.



Olympic Area Agency on Aging

11700 Rhody Drive
Port Hadlock, WA 98339
www.o3a.org

Phone: 360-379-5064 or 1-866-720-4863 Fax: 360-379-5074

MEMORANDUM

DATE: February 3, 2021
TO: Olympic Area Agency on Aging Council of Governments
FROM: Olympic Area Agency on Aging Advisory Council
RE: 2021 Older Americans Act - TIIID Health Program RFP Awards

Background:

The Federal Older Americans Act, Title III D for Preventative Health (TIIID), provides funding for Health Promotion and Disease Prevention programs to reduce illnesses that lower quality of life, drive health care costs and reduce an older adult's ability to live independently. The Olympic Area Agency on Aging (O3A) maximizes TIIID funding to help build local programs that support healthy lifestyles and healthy behaviors, to improve the quality of life and an older adult's ability to live independently.

Through a procurement process, O3A supports community leaders to help build and offer evidenced-based programs by providing funding for leadership training and local workshops.

The COVID-19 pandemic caused interruption and closure of in-person programs since March 2019. Janis Housden, Contracts and Program Manager, worked closely with the National Council on Aging (NCOA), following guidelines for approved Virtual - evidence-based programs during COVID-19. An RFP for VIRTUAL evidence-based programs was prudently developed.

2021 Request for Proposals:

O3A's TIIID funding for 2021 is \$22,844. The Request for Proposals (RFP) for VIRTUAL evidence-based programs for Region was released in November 2020, and closed January 31, 2021. The opportunity was advertised throughout O3A's 4-county service area by providing:

1. Notices about the RFP in local newspapers in every county;
2. Emails to former and current providers, allied agencies, and the Tribes in each county;
3. Postings on the Office of Minority and Women Owned Business website; and
4. Posted on O3A's website.

*Advocates for Independence, Individual Choice and Quality Community Services
Serving Older Adults and Persons with Disabilities*

Awards:

Three applications were received. One application is on hold, as the certification training for the contractors is temporarily not available. The following two contracts were approved by the O3A Advisory Council on February 16, 2021:

1. Marsha Melnick, PT, PhD, dba ABC4PD: *Aerobic, Balance, Coordination for Those with Parkinson's Disease – Virtual Tai Ji Quan Movement for Better Balance*, \$7,116.00. Virtual classes for qualified residents from Clallam, Grays Harbor, Jefferson, and Pacific Counties.
2. Each Moment Counts, LLC: *Powerful Tools for Caregivers* - \$8,478.00. Virtual classes provided for qualified participants residing in Clallam, Grays Harbor, Jefferson, and Pacific Counties.

The total amount of the awards above is \$15,594. This leaves a TIIID fund available balance of \$7,250. Janis Housden is in the process of working with Each Moment Counts for a possible contract for Stress Busters for Family Caregivers. The delay in the application is with the Stress Busters administration to provide certification training for trainers. Janis Housden will provide an update as soon as available.

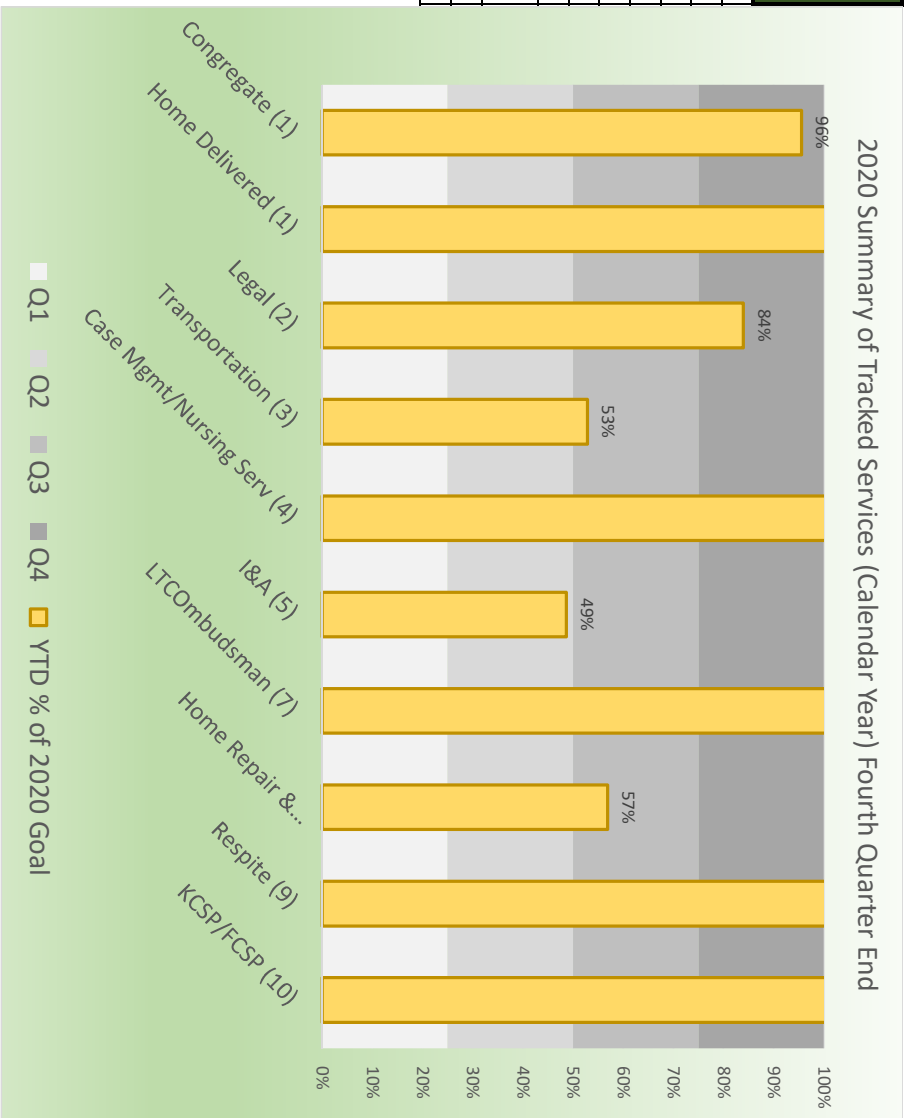
Proposed Motion:

The Olympic Area Agency on Aging Council of Governments approves the 2021 Older Americans Act – Title III-D Evidence-based program RFP awards as described above, for a total of \$15,594 in initial awards, with \$7,250 to hopefully be allocated at a later date. Laura Cepoi, Executive Director, is authorized to sign these contracts.

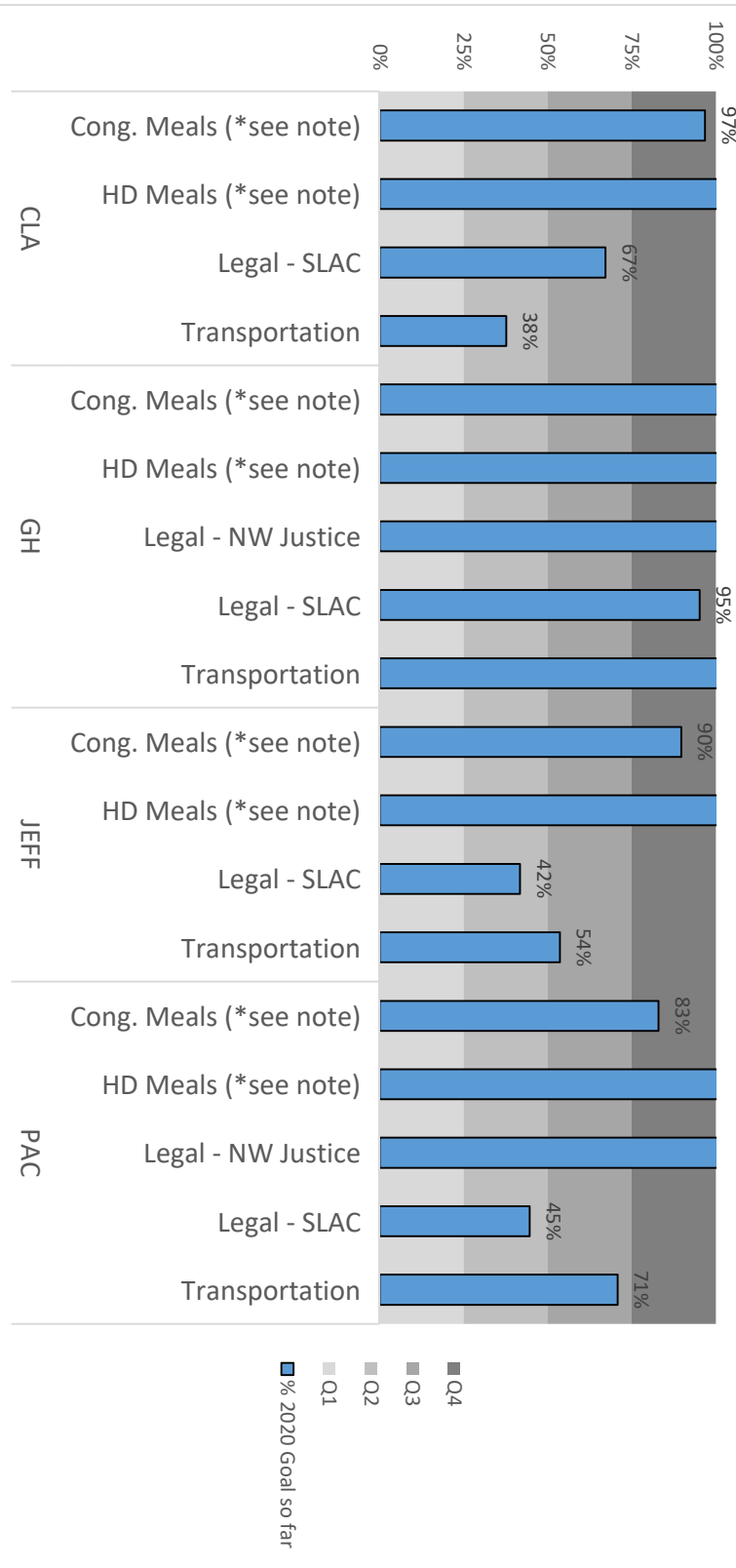
Services (2020 cal. year)	Contract Units (12 mon)	Actual Units (YTD)	Undup. Clients (by Quarter End)	YTD % of 2020 Goal
Congregate (1)	48,016	45,885	613	96%
Home Delivered (1)	47,972	86,530	299	180%
Legal (2)	765	642	236	84%
Transportation (3)	6,713	3,550	242	53%
Case Mgmt/Nursing Serv (4)	20,968	23,074	N/A	110%
I&A (5)	2,294,900	1,116,827	N/A	49%
LTCombudsman (7)	4,800	5,988	N/A	125%
Home Repair & Sr. Emergency (8)	153	87	83	57%
Respite (9)	14,648	16,477	101	112%
KCSP/FCSP (10)	586	933	N/A	159%

Key Codes

- (1) meals served - includes COVID meals
- (2) hours service
- (3) one-way trips
- (4) authorized cases
- (5) direct public contacts
- (7) consultations
- (8) assists
- (9) hours in-home care
- (10) assists & assessments



2020 Summary of Tracked Services by County (Fourth Quarter)



Notes: Other services (Repitite, Information & Assistance, Case Management/Nursing Services, etc.) do not have goals by county and are not included in this summary.

*Note: In the month of March, some regular Congregate meals and regular Home Delivered meals were served under the Older Americans Act contract. And some Emergency meals (Emergency Pick-Up/Take Out replacing regular Congregate, and Emergency Home Delivered, replacing regular Home Delivered) were served under the new COVID-19 Nutrition contract. From April through October ALL meals served are under the Emergency Meal COVID-19 Nutrition contract. In November, Older American Act funding started to be used again, so there is a mix of COVID-19 Emergency Meals and OAA meals. December went back to using all OAA funds.

The Advisory Council
of the
Olympic Area Agency on Aging
Meeting Minutes for January 19, 2021
Location: Conference Call

MEMBERS PRESENT: Elizabeth Pratt, Chair; Becca Knieval, Vice Chair; Carolyn Lindley; Charla Wright; Eldred Gilpin; Ginny Adams; Jane Lauzon; Joe Sharkey; Tobi Buckman; Vicki Schmidt.

MEMBERS ABSENT: Dale Jacobson; Pam Tuttle.

O3A STAFF PRESENT: Laura Cepoi, Executive Director; Jody Moss, Director, Contracts Management & Planning; Janis Housden, Program Manager; Ingrid Henden, Program Manager.

GUESTS: Letha Anderson.

CALL TO ORDER: 10:02 a.m. by Elizabeth Pratt, Chair.

NEW BUSINESS/CHANGES to AGENDA: None.

PUBLIC COMMENT: No comments.

SELECT COG MEETING REPRESENTATIVE: Becca, Elizabeth, and Charla volunteered for the February 4 COG meeting which will be held over a conference call.

MEMBERSHIP REVIEW: Jody has delegated applicant interviews to Ingrid and Janis. We have received several applications for Disabilities Representative; Jody will follow-up with some of the applicants who may qualify for other positions. Denny Evans, former council member, has also expressed interest in applying to serve again; as well as one other applicant from Pacific county. We have also received an application for the Minority Representative position.

REVIEW/APPROVE MEETING MINUTES: A motion to approve the minutes from October as written was made by Tobi, with a second by Eldred. **Motion Passed.** A motion to approve the minutes from November as written was made by Ginny, with a second by Toby. **Motion Passed.**

ELECTION OF 2021 OFFICERS: The Nominating Committee (Becca, Charla, Eldred, and Jane) presented the following slate of officers: Elizabeth Pratt for Chair, and Becca Knieval for Vice Chair. There were no nominations from the floor. Motion to elect the slate as presented was made by Tobi, with a second by Vicki. **Motion Passed.**

EXECUTIVE DIRECTOR REPORT: *Laura Cepoi*

Laura reported that Representative Steve Tharinger, 24th District, is sponsoring a bill related to long-term care in an emergency. She also provided an update on the legislative priorities from W4A: 1) preserving long-term care eligibility and funding; 2) fix and improve Long Term Care Trust Act (LTCTA); 3) ensure passage for adequate funding of the LTCTA; 4) support extension of the MAC/TSOA waiver; 5) long-term care workforce improvements.

There will be a webinar on January 25 hosted by Kate White-Tudor, Legislative Advocate for W4A, on these topics to prepare council members across the state to discuss them with their legislators.

Laura reviewed information from the Elder Index. 50% of Medicare recipients earn less than \$25,000 per year; 25% live on less than \$16,000 per year. The most wealthy are the baby boomers. Elders in good health need \$500 less per year to live on than elders in poor health.

Laura also shared information on upcoming projects at O3A. Included in the council's packet was a flyer on Social Call, a telephone program to help combat social isolation. O3A has also volunteered to be a pilot for a new robotic pet program through the Aging & Long-Term Support Administration. O3A is also developing an outreach to shelters to pay one-time adoption fees to help seniors adopt senior pets.

O3A is also providing assistance with helping seniors complete the online sign-ups to get the COVID-19 vaccine as it becomes available throughout our region.

CONTRACT MANAGEMENT AND PLANNING DIRECTOR REPORT: *Jody Moss*

Jody reviewed the third quarter service report, OAA RFP schedule, and the activity timeline with the council. The OAA RFP will be posted on the website from February 1 to mid March. The Allocations committee will need to meet in March to review and score the RFP responses. The recommendations will come to the AC for the April meeting, and to the COG for their May meeting.

The current Older Americans Act meal rate that was recommended to the COG contained an error which has now been corrected to reflect the current higher pandemic related meal rate of \$8.50 per meal.

PALLIATIVE CARE ROAD MAP:

Charla Wright, Clallam County representative and Senior Account Executive with Assured Hospice, presented the recently developed Palliative Care Road Map. Similar to the Dementia Road Map developed by the Dementia Action Collaborative a few years ago, the Palliative Care Road Map is a thoughtfully presented tool for caregivers and families who need to consider palliative care. Eldred commented that it was very helpful and thanked Charla and others who developed it. Charla is trying to connect with hospitals electronically since visitors are not allowed to distribute the road map. A pdf version of the roadmap can be accessed here: <https://www.doh.wa.gov/Portals/1/Documents/Pubs/609013.pdf>.

LOCAL MEMBER REPORTING:

Council members provided the following reports on their communities:

- Ginny reported that Governor Inslee has opened vaccine eligibility to those 65 and older. Jody commented that she is tracking COVID-19 numbers by county and is now including vaccine information as well. Jody will add AC members to her mailing list for that information.
- Charla reported that the Olympic Medical Foundation is hosting the annual Red, Set, Go virtually this year. During the month of February participants can run, walk or swim

the event distance(s); it can be completed all in one day or throughout the month. All participants receive a shirt (long sleeve shirt), finisher medal and race bib.

STATE COUNCIL ON AGING (SCOA) REPORT: *Joe Sharkey*
SCOA minutes will be sent out as they are available.

PUBLIC COMMENT: No comment.

MEETING ADJOURNED: The meeting was adjourned by consensus at 11:48 a.m.