

## **O3A ADVISORY COUNCIL AGENDA**



**Meeting Date:** Tuesday, October 19, 2021  
**Time:** 10:00 a.m. – 12:30 p.m.  
**Location:** Via Conference Call – Zoom  
**Call Info:** ZOOM meeting – see email for instructions  
Copy also enclosed behind agenda (p.1)

---

### **Elizabeth Pratt, 2021 Chair**

- Call to Order
- Roll Call (Verbal verification from membership roster)
- New Business/Changes to Agenda
- Public Comment
- Select November COG Meeting Attendee(s)
- Membership Review
  - Discuss recruitment / vacancies
- Review/Approve Minutes for September 21, 2021 (p.2-3)
- Chair Appoints Nominating Committee for 2022 Officers
  - Proposed slate to be presented in November
  - 1 member per County / Election at November Meeting

***Roll Call***

***Select***

***Motion***

### **Paul Morillo, Michelle Paganucci, and Max Sanford: GetSetUp (p.4)**

**Demonstration**

### **Laura Cepoi, Executive Director**

- O3A News

***Report***

### **Jody Moss, Director, Contracts & Planning**

- Introduce Michelle Fogus, new Contract Specialist
- American Rescue Plan Act (p.5)
- Social Call and Well Connected (p.6-7)
- Review proposed 2022 OAA subcontract allocations (p.8-13)  
(with Janis Housden, Contract Specialist)  
Congregate & Home Delivered Nutrition, Transportation  
and Legal Services

***Report***

***Introduction***

**Review & Motion**

### **Local & Committee Reports/Announcements**

***Report***

### **State Council on Aging – Joe Sharkey**

### **Elizabeth Pratt, 2021 Chair**

- Public Comment
- Adjourn Meeting

***Adjourn***

---

**Next Advisory Council meeting:** November 16, 2021 via ZOOM.  
**Next COG meeting:** Thursday, November 4, 2021 10:00 a.m. by video conference/call.

## **James, Hayley V. (DSHS/AAA/OLYMPIC)**

---

**From:** Henden, Ingrid R. (DSHS/AAA/OLYMPIC)  
**Sent:** Tuesday, October 12, 2021 10:42 AM  
**To:** Beth Pratt (bpratt@discovery-mc.com); Becca Knievel (knievelr@gmail.com); Carolyn Lindley - AC (clindley@olypen.com); Charla Wright (Charla.Wright@lhcgroupp.com); Connie King; Dale Jacobson (aeidj@yahoo.com); dennyevans@grandpad.me; Ginny Adams (gadams@olypen.com); Jane Lauzon (lauzon64@comcast.net); Joe R. Sharkey (jrsharkey@tamu.edu); Karen Sturnick (karensturnick@msn.com); Laura Morris; Margaret Taylor (margarettaylor65@msn.com); Marti Anthony; Sandy Goodwick; Susan Conniry; Tom Edwards  
**Cc:** Moss, Jody M. (DSHS/AAA/OLYMPIC); James, Hayley V. (DSHS/AAA/OLYMPIC)  
**Subject:** RE: AC Meeting Zoom Info

Good Morning!

Below please find the Zoom link for the Advisory Council meeting next Tuesday.

For those of you would like to save this recurring meeting (third Tuesday) to your calendars, the Zoom link remains the same each month.

**Topic: O3A Advisory Council Meeting**

**Time: October 19, 2021 10:00 AM Pacific Time (US and Canada)**

**RECURRING**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/86851360849?pwd=TmRxRitkdTgrNkt2Z0V3aFB3RXBtZz09>

**Meeting ID: 868 5136 0849**

**Passcode: 063910**

**Dial by your location**

**+1 253 215 8782 US (Tacoma)**

***Ingrid Henden***

(she/her/hers)

Contract Specialist

Olympic Area Agency on Aging

O: 360-379-5064

C: 360-302-1986 (best option!)

[ingrid.henden@dshs.wa.gov](mailto:ingrid.henden@dshs.wa.gov)

**The Advisory Council  
of the  
Olympic Area Agency on Aging  
Meeting Minutes for September 21, 2021  
Location: Conference Call**

DRAFT

**MEMBERS PRESENT:** Becca Knievel, Vice Chair; Charla Wright; Connie King; Dale Jacobson; Denny Evans; Ginny Adams; Jane Lauzon; Joe Sharkey; Karen Sturnick; Margaret Taylor; Marti Anthony; Sandy Goodwick; Susan Conniry

**MEMBERS ABSENT:** Beth Pratt, Chair; Carolyn Lindley;

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

**GUESTS:** No guests present.

**CALL TO ORDER:** 10:11 a.m. by Becca Knievel, Vice Chair.

**NEW BUSINESS/CHANGES to AGENDA:** None.

**PUBLIC COMMENT:** None

**SELECT COG MEETING REPRESENTATIVE:** Charla and Laura volunteered for the October 7 COG meeting which will be held by video conference.

**REVIEW/APPROVE MEETING MINUTES:** A motion to approve the minutes from July as written was made by Charla, with a second by Ginny. **Motion Passed.**

**EXECUTIVE DIRECTOR REPORT:** *Laura Cepoi*

Laura stated that this is Fall Prevention Week and many seniors are at risk of falling which can greatly impact their independence. This is the time to think about ways to mitigate fall risks including removing rugs, installing grab bars, and ensure areas are well-lit. What can we do in our own homes to mitigate fall risks?

In October will be the W4A/SCOA conference for Advisory Council members on October 20, followed by the Senior Lobby Fall Policy Conference on October 21. Both conferences will be held virtually over Zoom. We will follow-up with you to register for these conferences.

Laura reported that DSHS is looking for an unpaid caregiver to speak to DSHS leadership. There will be about 100 leaders in attendance; DSHS is asking for about 10 minutes and is offering a \$500 speaker fee. If you are interested, please let us know.

O3A applied for and received CDC grants of \$350,000 each for Clallam and Grays Harbor counties to address socio-economic and accessibility needs, and to improve equity in our rural region.

**CONTRACT MANAGEMENT AND PLANNING DIRECTOR REPORT:** *Jody Moss*

Jody reviewed the 2<sup>nd</sup> quarter Service Report with the council.

Jody invited council members to attend the two virtual conferences in October: the W4A/SCOA conference on October 20, and the Senior Lobby Fall Policy Conference on October 21. Information on registering for these conferences will be sent to the council

after today's meeting. These conferences are very informative and are a great resource as we prepare for advocating with our legislators. Laura C. added that we expect to start meeting with legislators and advocating this fall before the legislative session begins. Our legislative asks this year are parity for case management rates and increasing the Personal Needs Allowance (PNA) – the money that people who are on Medicaid are allowed to keep each month for personal needs.

Jody presented the 2022-2023 Area Plan Update draft to the council and reviewed the sections that were updated and how the pandemic has impacted the service needs and outreach.

A motion to recommend the 2022-2023 Area Plan Update draft be approved by the Council of Governments and presented to the Aging & Long-Term Support Administration was made by Dale, with a second by Tom. **Motion Passed.**

#### **LOCAL MEMBER REPORTING:**

- Dale reported that the eviction moratorium is impacting older adults who rely on rental income and causing them to sell, which removes the rental from housing market.
- Susan reported that she had invited Coastal CAP's rent and utility assistance program to speak at her weekly community meeting; the meeting had very low attendance. When she sent out an email simply asking if people need assistance with rent or utilities, she had a much bigger response. People are overloaded with information, so keep the message short and succinct to improve responses.
- Ginny reported that Safeway is doing drive-thru flu vaccinations and it is recommended that people get their flu vaccinations earlier rather than later.

#### **STATE COUNCIL ON AGING (SCOA) REPORT:** *Joe Sharkey*

SCOA meets next week, minutes will be sent out as they are available.

**PUBLIC COMMENT:** No public present.

**MEETING ADJOURNED:** The meeting was adjourned by consensus at 11:51 a.m.



**GetSetUp**

&



Washington State  
Department of Social  
& Health Services

*Transforming lives*

## Try a FREE Online Class Today!

Go to [www.getsetup.io/partner/Washington](http://www.getsetup.io/partner/Washington)

Washington State has partnered with GetSetUp to provide free virtual classes for older adults taught by peers – ask questions, make friends, learn new things, and have fun.

Use coupon code:  
Washington

### Most Popular Classes



Core Fitness, Yoga



Virtual Travel



Food and Nutrition



Restarting  
Your Career

### Take Classes From the Comfort of Your Home



Internet



iPad/Tablet



Computer



Smartphone

**For Help Contact GetSetup:**



1-888-559-1614



[info@getsetup.io](mailto:info@getsetup.io)

Full Allocation through 9/30/2024

AREA AGENCY	IIIB Supportive Services	IIIC1 Congregate Meals	IIIC2 Home Delivered Meals	IIID Preventive Health	IIIE Nat'l Family Caregiver	TVII Elder Abuse	TOTAL
OLYMPIC	\$ 554,552	\$ 361,647	\$ 542,511	\$ 50,822	\$ 161,731	\$ -	\$ 1,671,263

One Year (One Third) Allocation

AREA AGENCY	IIIB Supportive Services	IIIC1 Congregate Meals	IIIC2 Home Delivered Meals	IIID Preventive Health	IIIE Nat'l Family Caregiver	TVII Elder Abuse	TOTAL
OLYMPIC	\$ 183,002	\$ 119,344	\$ 179,029	\$ 16,771	\$ 53,371	\$ -	\$ 551,517





*Participate!*



**Well Connected**  
A COVIA COMMUNITY SERVICE



**Social Call**  
A COVIA COMMUNITY SERVICE

Engage with older adults across the country through Covia. Virtual programs are FREE to individuals and available adults over the age of 60.

*Volunteer!*

DO YOU KNOW SOMEONE 60 OR OLDER WHO WOULD ENJOY NEW, COVID-SAFE SOCIAL CONNECTIONS?

SOCIAL CALL AND IT'S SISTER PROGRAM, WELL CONNECTED, THOUGHTFULLY CONNECT OLDER ADULTS TO NEW FRIENDS. WE HOST ONE ON ONE OR GROUP CONVERSATIONS, BY PHONE OR VIDEO, AT NO COST TO YOU.

CALL TOLL FREE  
877-797-7299 AND ASK  
ABOUT SOCIAL CALL  
OR WELL CONNECTED



*Connect!*

MORE INFO AT: [WWW.COVIA.ORG/SERVICES](http://WWW.COVIA.ORG/SERVICES)

OLYMPIC AREA AGENCY ON AGING -  
INFORMATION AND ASSISTANCE  
IN PARTNERSHIP WITH COVIA PRESENT

# Feeling Isolated?

Expand your circle of friendship and join  
this free, safe program:



## Social Call

A COVIA COMMUNITY SERVICE

We thoughtfully match volunteers and older adults one-on-one for weekly phone or video visits, swapping stories, listening, and connecting.

**Social Call** is based on the idea that the volunteer and participant both have much to give one another, ensuring a reciprocal bond. We encourage volunteers to embrace the experience and stories that come with aging, as it's sure to give you a unique perspective.



BECAUSE CONNECTION MAKES LIFE  
BETTER FOR EVERYONE.

For more information please contact:  
Michelle Haines  
Social Call Program Manager  
(510)210-5298  
[mhaines@covia.org](mailto:mhaines@covia.org)





# Olympic Area Agency on Aging

2700 Simpson Avenue, Suite 205

Aberdeen, WA 98520

[www.o3a.org](http://www.o3a.org)

Phone: 360-532-0520 or 1-800-801-0060 Fax: 360-533-7241

**DATE:** October 19, 2021  
**TO:** O3A Advisory Council  
**FROM:** Jody Moss, Director, Contracts Management & Planning  
**RE:** 2022 Older Americans Act (OAA) Service Contract Renewals

**Background:** Older Americans Act contracts for Senior Nutrition (Congregate and Home Delivered Meals) Services, and Transportation Services, are entering the last year of an extended five year program cycle. There was a public procurement process for those contracts in 2021 for a three year cycle. This procurement period would normally have been repeated in 2020 for a new four year cycle but was delayed one year due to COVID-19

The Older Americans Act contracts for Legal Services are done through an open procurement process. Any qualified, licensed and insured attorney can request a contract to be on the attorney panel. The O3A I&A offices use attorney panel members to staff their local Senior Legal Advice Clinics (SLAC). Annual contract renewals are offered to attorney's who wish to continue to serve on the SLAC Panel. Evaluation of allowable services requested from clients is evaluated monthly. If a trend exists where more services are needed at a particular SLAC, the number of clinics will be increased, or new panel members are added through open procurement.

Older Americans Act Contracts for Evidence Based Programs (EBP) will be completed through a public RFP process annually or quarterly depending on availability of funds (Total available EBP funds are estimated at \$28,000). If more applications are received than available funding, the Advisory Council Allocation Committee will convene and make a recommendation for awards; if a single award exceeds \$10,000, final approval will be secured from the Council of Governments.

## **Process for 2022 Contracts:**

**October – January 2022** - Contract renewal information collected from current contractors.

Contractors are asked to provide information to update their original application with changed or new information.

Transportation Providers will be reimbursed at the IRS mileage rate, so updated unit rate information is not necessary.

Senior Legal Advice Clinics (SLAC) contracts and the Northwest Justice contract will be issued at the same hourly rate as in 2021.

**October 19**

Advisory Council (AC) reviews 2022 contract renewal recommendations from O3A staff, which are based on 2021 funding estimates.

November 4 COG considers AC and O3A staff recommendations; approves 2022 contracts.

November - January O3A 2022 service contracts are completed.

**Recommendation:** Staff recommends that the Advisory Council approve the proposed 2022 Older Americans Act service contract renewals as presented with this memorandum and as reviewed at the October 19, 2021 meeting.

**Proposed Motion:** The Olympic Area Agency on Aging Advisory Council recommends that the Council of Governments approve the 2022 Older Americans Act services contracts as proposed at the October 19, 2021 Advisory Council meeting. (Spreadsheet attached)

Additional Notes:

- 1.) Final contract funds awarded may vary depending on OAA funds allocated by the federal government.
- 2.) The federal government funding cycle for the OAA Contracts operates on a rolling 21 month cycle; the 2021 OAA contract cycle is 1/1/21 through 9/30/2022, and the 2022 OAA cycle operates from 1/1/2022 through 9/30/2023.
- 3.) During the contracting process and cycle, O3A and the contracting organizations may recommend some changes in amounts allocated between various programs, various counties based on usage data.
- 4.) Nutrition contracts will be issued with meal rates reflected at the beginning of 2021. There may be meal rate adjustments during the 2022 funding cycle based on usage, funding and other data.
- 5.) O3A also has funding available for these some of these programs from various COVID funding contracts. These are not included in the attached spreadsheets.

## 2022 FY Projected Nutrition Contract Allocations

### Older Americans Act: Home Delivered Meals & New State Funds for Home Delivered Meals

CONTRACTOR	2022 Budget	Final 2021 Contracts	2022 Budget	Proposed 2021 Contracts	Meal Rate	Proposed 2021 Meals	# Undup-licated Persons**	80% of 2022 Contract	*2022-23 State HDM \$	Total Allocation (w 80% OAA)	Total Allocation @ 100%
<b>CCAP</b>	<b>51%</b>	<b>\$130,000</b>	<b>51%</b>	<b>\$130,000</b>	<b>\$8.50</b>	<b>17,230</b>	<b>425</b>	<b>\$ 104,000</b>	<b>\$ 16,459</b>	<b>\$ 120,459</b>	<b>\$ 146,459</b>
Grays Harbor (63%)	63%		63%				315				
Pacific (37%)	37%		37%				110				
<b>OlyCAP</b>	<b>49%</b>	<b>\$125,000</b>	<b>49%</b>	<b>\$125,000</b>	<b>\$8.50</b>	<b>16,642</b>	<b>200</b>	<b>\$ 100,000</b>	<b>\$ 16,459</b>	<b>\$ 116,459</b>	<b>\$ 141,459</b>
Clallam (60%)	60%		60%				150				
Jefferson (40%)	40%		40%				50				
<b>Totals</b>		<b>\$255,000</b>		<b>\$255,000</b>		<b>33,873</b>	<b>625</b>	<b>\$ 204,000</b>	<b>\$ 32,918</b>	<b>\$ 236,918</b>	<b>\$ 287,918</b>

### Older Americans Act: Congregate Meals

CONTRACTOR	2021 Budget	Final 2021 Contracts	2021 Budget	Proposed 2021 Contracts	Meal Rate	Proposed 2021 Meals	# Undup-licated Persons	80% of 2021 Contract
<b>CCAP</b>	<b>66%</b>	<b>\$183,920</b>	<b>66%</b>	<b>\$185,000</b>	<b>\$5.50</b>	<b>33,636</b>	<b>425</b>	<b>\$ 148,000</b>
Grays Harbor (67%)	67%		67%				315	
Pacific (33%)	33%		33%				110	
<b>OlyCAP</b>	<b>34%</b>	<b>\$94,746</b>	<b>34%</b>	<b>\$95,000</b>	<b>\$6.50</b>	<b>14,615</b>	<b>210</b>	<b>\$ 76,000</b>
Clallam (60%)	60%		60%				160	
Jefferson (40%)	40%		40%				50	
<b>Totals</b>		<b>\$278,666</b>		<b>\$280,000</b>		<b>48,252</b>	<b>1,480</b>	<b>\$ 224,000</b>

**Notes:**

2022 allocations are estimated the same as 2021, as the Older Americans Act contract has not been provided to O3A.

Additional nutrition funds not listed on this spreadsheet also available include the Cares Act, the Consolidated Appropriations act, and the American Rescue Plan Act.

The meal rate will remain at \$8.50 per meal until the pandemic National Disaster ends. Rates will be renegotiated at that time.

Many flexibilities exist in provision of Senior Nutrition during the pandemic. Congregate Meals are delivered as pick up meals, rates are higher than normal, any client over 60 can access home delivered meals, to name a few.

\*WA St Expansion Fund for HDM - SFY budget cycle runs 7/1 through 6/30 each year and will hopefully renew each biennium.

Assumes 7 meals per week for Home Delivered Meals

Unduplicated Persons are based on 2021 numbers served

2022 FY Projected Volunteer Transportation Contract Allocations								
	COUNTY	2021 Contract Allocations	2021 Final Contract Allocations	2022 Proposed Contract Allocations	2022 Mileage*	2022 One Way Trips	2022# Persons	80% of 2022 Contract
CCAP	Grays Harbor	\$19,000	\$19,000	\$18,000	32,600	450	50	\$14,400
CCS	Pacific	\$19,000	\$19,000	\$18,000	31,365	370	25	\$14,400
CCS	Clallam	\$17,000	\$17,000	\$18,000	16,070	925	45	\$14,400
ECHHO	Jefferson	\$19,000	\$19,000	\$20,000	40,500	1770	123	\$16,000
		<b>\$74,000</b>	<b>\$74,000</b>	<b>\$74,000</b>	<b>120,535</b>	<b>3,515</b>	<b>243</b>	<b>\$59,200</b>

## Notes:

-Rates are based on the IRS mileage rate.

-Providers can also request reimbursement for volunteer driver parking fees, ferry passage, road tolls, etc. within their contract allowance.

-Contractors also have funding related to COVID transportation, not listed above, for delayed medical services, isolation errands, transportation to vaccines and booster shots.

Based on 2021 actual mileage and trips and clients served - Agency to update numbers during contracting process

**2022 OAA Legal Services BUDGET Allocations: 11% of T3B or ~\$61,346**

**Senior Legal Advice Clinics --- rate is unchanged @ \$75 (reflects a 25% or \$25.00 Contribution)**

ATTORNEY	COUNTY		for year 2022	Rate / Unit	2018 Service Units*
Chuck Henry	Clallam / Jefferson		\$4,000	\$75	53
Isgram, Zelasko & Goodwin: K. Dunkeson	Grays Harbor / Pacific		\$4,000	\$75	53
James Rodriguez	Clallam / Jefferson		\$4,500	\$75	60
Jeffrey Damasiewicz	Grays Harbor / Pacific		\$8,000	\$75	107
Jonathon Quittner	Grays Harbor / Pacific		\$4,500	\$75	60
Judith Peace	Clallam / Jefferson		\$4,000	\$75	53
Mark Mullins	Clallam / Jefferson		\$7,000	\$75	93
Peggy Whitmore	Clallam / Jefferson		\$3,000	\$75	40
<i>possible additional SLAC attorney</i>	Clallam / Jefferson		\$3,000	\$75	40
<b>Subtotal, SLAC</b>			<b>\$42,000</b>		<b>560</b>
<b>NorthWest Justice Project - same rate</b>	<b>COUNTY</b>		<b>2,022.00</b>	<b>Rate / Unit</b>	<b>2018 Service Units</b>
NWJ CLEAR (telephone assistance)	All		\$20,000	\$96.00	208
NWJ Tribal Estate Planning	Grays Harbor / Pacific		\$8,000	\$150.00	53
<b>Subtotal, NWJ</b>			<b>\$20,000</b>		<b>208</b>
<b>Total Legal Services</b>			<b>\$62,000</b>		<b>768</b>

\* Service Units = hours



<b>2022 OAA Title IIID BUDGET Allocations: ~28,000</b>		
<b>For Evidenced-Based Health Promotion - Caregivers and Older Adults (Falls Prevention)</b>		
<b>Program</b>	<b>COUNTY</b>	<b>Budget</b>
<b>Stress Busting for Caregivers (contract renewal)</b>	All Four Counties - Virtual	\$3,500
<b>Tai Ji Quan Movement for Better Balance (contract renewal)</b>	All Four Counties - Virtual	\$9,000
<b>Other as response to 2022 RFP</b>	tbd	\$16,500