

O3A ADVISORY COUNCIL AGENDA - Revised



Meeting Date: Tuesday, May 17, 2022
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, 2022 Chair

- Call to Order
- Roll Call (Verbal verification from membership roster)
- New Business/Changes to Agenda
- Public Comment
- Select June COG Meeting Attendee(s)
- State Council on Aging Appointment (p. 2-7)
- Review/Approve Minutes for April 19, 2022 (p. 8-11)

Roll Call

Select
Motion
Motion

Carlena Allen & John Kistner, Housing Program Managers, HCS

Presentation

Laura Cepoi, Executive Director

- Legislative Report
- O3A News

Report

Contracts Management & Planning

- Homeshare Contract Update
- Rural Equity Grant Contract
- In-person Meetings Update

Report

Motion

Local & Committee Reports/Announcements

Report

State Council on Aging – Joe Sharkey

Elizabeth Pratt, 2022 Chair

- Public Comment
- Adjourn Meeting

Adjourn

Next Advisory Council meeting: June 21, 2022 via ZOOM.
Next COG meeting: June 2, 2022 at 10:00 a.m. by video conference/call.

O3A Advisory Council Zoom Link & Information

Hello Advisory Council Members:

Please find the Zoom link for our next meeting below.

If you have any questions, please do not hesitate to let me know. I can be reached at 360-302-1986 or ingrid.henden@dshs.wa.gov.

Join Zoom Meeting

<https://us02web.zoom.us/j/84030925167?pwd=RkJDRFkwTHhvbKFTc0x1c1JpVjFOU09>

Meeting ID: 840 3092 5167

Passcode: 021184

Dial by your location

+1 253 215 8782 US (Tacoma)

State of Washington
Washington State Council on Aging

RE: Appointment for the Washington State Council on Aging

Please accept this letter as my formal application for the position to serve with Washington State on the Council on Aging. I have been a Clallam County Advisory Council member for three years and just renewed my term. My experience working with the elderly and vulnerable population is a perfect fit for the Council. I'd like to take this experience and add my work expertise to the State Council. Bringing my understanding of social services in skilled nursing as well as in the community with Assured Hospice, will benefit the State Council.

To work with the challenges of serving a rural community, one needs to be well versed in the resources available. Both my position with Assured Hospice and as a Council member, provide such expertise.

Thank you for your time and I look forward to hearing from you soon.



Charla Wright, MEd
Senior Account Executive
Assured Hospice of Clallam and Jefferson Counties
1102 E. 1st Street
Port Angeles, WA 98362
C: 360-912-4066
O: 360-582-3796



STATE OF WASHINGTON
WASHINGTON STATE COUNCIL ON AGING

APPLICATION FOR APPOINTMENT : WASHINGTON STATE COUNCIL ON AGING

Please return your completed application along with your resume to:

Laura Cepoi Area Agency Director

Name: Charla D. Wright

Business Contact Information

Home Contact Information

Business Address: [Redacted]
[Redacted]
[Redacted]

Home Address: [Redacted]
[Redacted]
[Redacted]

County: Clallam

County: Clallam

Business Phone: [Redacted]

Home Phone: [Redacted]

Business Cell: [Redacted]

Home Cell: [Redacted]

Business Fax: [Redacted]

Home Fax: [Redacted]

Business E-mail: [Redacted]

Home E-mail: [Redacted]

May we contact you via e-mail regarding the status of your application? Yes No

How may we best contact you?
 Business Phone
 Business Cell
 Home Phone
 Home Cell

Are you registered to vote in Washington State? Yes No

Legislative District of which you reside: District 24

Congressional District of which you reside: District 6

Birth Date: [Redacted]

*Your Legislative and Congressional District can be found on your Voter Identification Card

Have you ever been convicted of or found to have committed a crime or offense? (Do not include traffic offenses for which the fine was less than \$200.) Yes No

If "Yes," please attach an explanation to this application.

Education (high school, name and location of college or university, year graduated, and degree):

Yucaipa H.S., Yucaipa, CA (1983)

CSUSM - Bachelor Degree (2002)

University of Phoenix - Masters (2010)

Current employment (job title, employer, employment date, contact, phone):

Assured Hospice of Clallam and Jefferson Counties

(4/2017 - Present) Senior Account Executive

Cell: 360-912-4066

Licenses held (if applicable):

CLAD Teaching credential

Professional References (name, title, relationship, contact phone number): (360) 683-5900

1) Dr. Paul Cunningham, Medical Director, Professional relationship

2) Bruce Skinner, Exec. Director OMC Foundation, Prof. relationship
(360) 417-7144

Personal References (name, title, relationship, contact phone number):

1) Heather Jeffers, E.D of Avamere SNF, previous supervisor (360) 461-3725

2) Sandra Villam, PT, previous co-worker, 360) 460-8788

Previous employment or experience:

Avamere SNF: Social Services director

Sequim Health & Rehab: Social Services director

K-8 Educator

Memberships in professional, civic organizations or government boards or commissions (please include offices held and dates of terms):

Advisory Council for Clallam County member

Olympic Medical Center (OMC) Foundation Board

NHPCO Palliative Care Council

Community service/volunteer activities:

Community education provided; support Veteran population through Stand downs; Volunteer for OMC Foundation to raise funds for the community

Could you or any member of your family be affected financially by decisions made by the State Council on Aging for which you are applying? Yes No
If "yes," explain:

State Council on Aging meetings are held during the day. Are you able to come prepared and actively participate in day meetings?
 Yes No

Why do you want to serve on the State Council on Aging? Please attach your explanation to this application.

Personal Information:

Female Male

Of what race or ethnicity do you consider yourself to be?

- Black/African-American
- Asian or Pacific Islander American

- White/Caucasian
- American Indian or Alaska Native

- Latino(a), Hispanic, or Spanish?

If you are Asian or Pacific Islander, please check one box below:

- Chinese
- Vietnamese
- Filipino
- Asian Indian
- Korean
- Japanese
- Other: _____

If you are American Indian or Alaska Native, please check one box below:

- Eskimo
- Aleut
- Enrolled or principal tribe if American Indian:*
- Tribe:* _____

If you are Latino(a), Hispanic, or Spanish, please check one box below:

- Mexican, Mexican-American, Chicano
- Puerto Rican
- Cuban
- Other Latino(a), Hispanic, or Spanish
- Enter group, such as Colombian, Dominican, etc.*
- Group:* _____

Other Race: _____

Do you have a permanent physical, sensory, or mental condition that limits your major life functions, such as working, caring for yourself, walking, doing things with your hands, seeing, hearing, speaking, and learning? Yes No
If "Yes," please attach an explanation to this application.

Have you ever been on active duty in the U.S. Armed Forces? Yes No
If "Yes,":

Are you a citizen of the United States? Yes No

Type of Discharge _____
Branch of Service _____
Campaigns _____

The above information is optional and not necessary to complete your application.

I hereby authorize that my criminal record history be released to the Area Agency on Aging Director or the Director's representative and certify that the information provided in this application is true, correct and complete to the best of my knowledge.

Signature: Charla Wright

_____/_____/_____



CHARLA WRIGHT
SENIOR ACCOUNT EXECUTIVE

OBJECTIVE

Seeking leadership role in post-acute care in a professional presence while growing as a leader, mentor and student.

SKILLS & ABILITIES

Motivated, well respected, quick mastery of skills, diplomatic, conversationalist, public speaker, philanthropist and educator. Accustomed to handling confidential records, history of producing accurate records and meeting PPG goals, timely reports and meeting stringent budgetary guidelines. Excellent team building and creative - out of the box thinker.

VITALS

173 Rhododendron Drive

Sequim, WA 98382

T 760-696-5154

E cdg0618@sbcglobal.net

EXPERIENCE

ASSURED HOSPICE OF CLALLAM AND JEFFERSON COUNTIES, PORT ANGELES, WA (SENIOR ACCOUNT EXECUTIVE)

APRIL 2017 – PRESENT

- Manage, build, and grow relationships through strong leadership skills, mentoring and advising;
- Consistent achievement in admit and census goals, identify gaps and address immediately, create a high-performance territory;
- Develop collaborative relationships with physicians, CNO, CEO, ED community resources and other decisions makers to build referral base, establish best practices personalized to maximize referral potential;
- Conduct patient, family, and community educational seminars on Medicare/Medicaid/private insurance hospice insurance coverages;
- Generate fundraising events with local providers to establish referral relationships and fund non-profits;
- Strong oral, written communication skills;
- Proficient in presentation skills for virtual trainings and in-services;
- Lobby and advocate at state's capitol on Medicare/Medicaid issues;
- Provide leadership, coaching and training for Idaho and Arizona Account Executives;

SEQUIM HEALTH & REHABILITATION OF SEQUIM, SEQUIM, WA (SOCIAL SERVICE DIRECTOR)

AUGUST 2016 TO APRIL 2017

- Oversee department WAC compliance (Washington Administrative Code) and Medicare/Medicaid guidelines in compliance with surveyors;
- Admission and discharge assessments of patient from SNF;
- Management of behavioral and mental health issues with psychologist, behavioral management team and monitor psychotropics effectiveness;
- Prepare audits, supervision of staff, in-services, collaborate with management team on best practices;
- Lead care conference with IDT and patients to ensure safe discharge;
- Mentor floor staff on best practices for dementia and behavioral issues for best practices in patient care;

AVAMERE OLYMPIC REHABILITATION OF SEQUIM, SEQUIM, WA (SOCIAL SERVICES DIRECTOR)

AUGUST 2011 TO JUNE 2016

- Oversee department WAC compliance (Washington Administrative Code) and Medicare/Medicaid guidelines;
- Admission assessments and discharge coordination of patient from SNF;
- Management of behavioral and mental health issues with psychologist, behavioral management team and monitor psychotropics effectiveness;
- Prepare audits, supervision of staff, in-services, collaborate with management team on best practices;

CHARLA WRIGHT
SENIOR ACCOUNT EXECUTIVE

- Marketing facility to area clinics, hospitals, and community providers for census growth;
- Lead care conference with IDT and patients to ensure safe discharge;
- Supervisor role when administrator out of the facility;

**FALLBROOK UNION ELEMENTARY SCHOOL DISTRICT, FALLBROOK, CA
(ELEMENTARY SCHOOL TEACHER)**

AUGUST 2003 TO JUNE 2011

- Educator for K-6th grade;
- General education, GATE (Gifted and Talented Education), ESL (English and Second Language), multi-age classroom;
- Technology and ESL committees
- Teach of the Year 2011

EDUCATION

UNIVERSITY OF PHOENIX

Master's in Education, Curriculum Design and Instruction. Graduated January 2010; GPA: 4.0

CSUSM

Bachelor of Liberal Studies. Graduated June 2003; GPA 3.8

Multiple Subject Teaching Credential with emphasis on Cross-Cultural Language and Academic Development (CLAD). Graduated June 2003; GPA: 4.0

LEADERSHIP

- Executive Board Member of the Sequim Chamber of Commerce: 2018, 2019, 2020 (President Elect), 2021 (President);
- NHPCO Palliative Care Advisory Council;
- Citizen Advisory Council, Clallam County Representative of the Advisory Council on Olympic Agency Area on Aging: 2019 – 2021;
- Powerful Tools for Caregivers: 2019 certification
- Board member of Olympic Medical Center Foundation
- Contributing Author, "Compass & Clock" Magazine
- Rookie of the Year 2017
- President's Circle Award – multiple quarters

REFERENCES

DR. CLAIRE RONEY, PSYCHOLOGIST

360-531-1177/CLAIRESMITHRONEY@YAHOO.COM

HEATHER JEFFERS, ADMINISTRATOR AT AVAMERE

360-461-3725/HEATHERJEFFERS72@ICLOUD.COM

DEBRA KNUTSON, DSHS

360-808-9313/DEBRA.KNUTSON@DSHS.WA.GOV

DR. PAUL CUNNINGHAM, PHYSICIAN

360-460-2885/PCUNNINGHAM3@ME.COM

The Advisory Council
of the
Olympic Area Agency on Aging
Meeting Minutes for April 19, 2022

DRAFT

Location: Zoom Conference Call

MEMBERS PRESENT: Beth Pratt, Chair; Becca Knievel, Vice Chair; Charla Wright; Connie King; Ginny Adams; Jane Lauzon; Joe Sharkey; Margaret Taylor; Marsha Melnick; Marti Anthony; Pam Tuttle; Sandy Goodwick; Susan Conniry

MEMBERS ABSENT: Dale Jacobson; Denny Evans; Laura Morris

O3A STAFF PRESENT: Laura Cepoi, Executive Director; Ingrid Henden, Contracts Manager; Janis Housden, O3A Contracts Manager; Michelle Fogus, O3A Contract Specialist

GUESTS: No guests present.

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

NEW BUSINESS/CHANGES to AGENDA: None.

PUBLIC COMMENT: No public present.

SELECT COG MEETING REPRESENTATIVE: Beth and Pam volunteered to attend the May 5 COG meeting which will be held by video conference.

MEMBERSHIP REVIEW/APPROVAL: The council reviewed the re-appointment request for Charla Wright. Motion to recommend Charla Wright for re-appointment was made by Becca with a second by Pam. **Motion Passed.**

Ingrid reported to the council that O3A will run ads to recruit for the following representatives: Pacific, Minority, and Tribal. Ingrid also informed the council that Joe Sharkey's term at State Council on Aging (SCOA) representative is up in September and the council will need to appoint a new representative. Applications were attached to the meeting packet and will be mailed out to council members.

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

EXECUTIVE DIRECTOR REPORT: *Laura Cepoi*

Laura updated the council that O3A is beginning to implement some changes based upon the increased funding we'll be receiving. For the Hospital Transitions program, \$140,000 will be allocated for I&A staff to coordinate with hospitals to get supports in place for acute care patients who want to recover at home. We are adding more support and management positions for case managers, and will be upgrading our I&A program to an Aging & Disabilities Resource Center (ADRC). In the south counties, I&A staff are going to senior centers to provide resources and assistance; in the north counties we are doing some reconfiguring as one I&A staff moved away and one was promoted. The Community Program Manager position has been offered and accepted; we will announce the successful candidate soon.

Laura reported that she attended the Washington DC Policy Briefing recently and met with Representative Kilmer while she was there. He is sponsoring the IT Service Corps Act, which will establish IT Service Corps Volunteers focused on digital equity projects within

AmeriCorps' existing volunteer programming opportunities—ensuring that folks can have equitable opportunity to access valuable IT experience, while also supporting digital equity and literacy projects that bridge digital divides in underserved communities. Rep. Kilmer also sponsored the Tribal Coastal Resiliency Act, to help coastal tribal communities protect, restore, and prepare against the rising sea levels and coastal impact from climate change. While this bill passed the House, it stalled in the Senate.

Laura apprised council members on the status of O3A in the pandemic. Masking is now optional in our offices as each county has reached Moderate levels of COVID-19 transmission. Our offices are open and staff are masked when meeting with clients.

Laura informed the council that she is meeting with O3A supervisors and management to address the lack of APS workers on the peninsula. Non-Medicaid self-neglect calls that would have gone to APS are now going to I&A staff; case managers are managing the self-neglect reports for Medicaid clients. Self-neglect calls are 25% of the calls made to APS; Medicaid clients are half of those calls.

Sandy stated that Representative Judy Chu from California has co-sponsored the PEERS in Medicare (PEERS) Act to expand access to peer support specialists by clarifying that they can participate as part of a team that provides behavioral health integration (BHI) services for Medicare beneficiaries. This bill is H.R.2767 - PEERS Act of 2021 and has been referred to the Subcommittee on Health.

Laura added that caregiving is the biggest job industry – there are 4.5 million paid caregivers in the US and 7.5 million vacancies.

CONTRACTS MANAGEMENT & PLANNING:

Ingrid reviewed the 4th quarter (Year End) Service Report with the council.

Ingrid and Michelle provided updates to the council on the Rural Health Equity Grants for Clallam and Grays Harbor counties. Ingrid is still meeting with local partners to determine possible programs for the grant and asked the council for volunteers from Clallam county to participate in the Rural Equity Advisory Team (REAT); both Sandy and Marsha volunteered. Michelle reported that the REAT for Grays Harbor has identified a mobile unit as the biggest need and she is meeting with a local non-profit to see if they are interested in offering the program.

Ingrid reported that an RFP for a Home Sharing platform has been released with a closing date of April 22, 2022. In order to fast track contract issuance, the COG has approved an expedited process: in the event only one qualified proposal is received, O3A will be able to issue a contract based solely on the Allocation Committee's review and recommendation.

Ingrid reminded the council that they can still submit any updates to the Living Well Resource Guide through April 22 to get in the 2022 edition.

Janis reported to the council the 2022 allocations for the Senior Farmers' Market Nutrition Program (SFMNP) for OlyCAP and CCAP. The SFMNP supports local farmers and

provides low-income seniors with vouchers to purchase fresh produce and honey at participating farmer's markets. For this year's program, the state increased its contribution to the program. Seniors who qualify for the \$40 in vouchers may now request an additional \$40 in vouchers for a total of \$80. OlyCAP provides the vouchers in Clallam and Jefferson counties, and CCAP provides home delivered produce to participants in Grays Harbor and Pacific counties as there are no approved farmers markets or stands there. There was a very robust discussion of this program by the council, and several members were dismayed that there were no approved markets or providers in Grays Harbor and Pacific counties. While Jefferson and Clallam counties have more local growers, Grays Harbor and Pacific counties do not. Produce must be grown locally, and cannot be transported from counties outside of our Region (e.g. Yakima produce). It was further clarified that farmers need to apply through the Department of Health in order to participate in the SFMNP. The website explaining that process was provided in chat: <https://doh.wa.gov/you-and-your-family/wic/farmers-market/growers-markets-and-farm-stores>. CCAP provides the program through home delivery to eligible participants. While OlyCAP runs the program with vouchers, they can only be used at the locally certified farmer's markets in Clallam and Jefferson. They cannot be used for farm shares (purchasing boxes of produce directly from farmers) or with local farmers who are not part of the approved market or stand. Below is a list of 2022 DOH certified markets and farmstands in Clallam and Jefferson counties. It's recommended that people who are interested in locating certified farm stands periodically check the [SFMNP webpage](#) often as it is updated as new growers are added.

Clallam:

Jembe Farms, 3931 Old Olympic Hwy
Sarge's Farmstand, 280 Sol Duc Way
Sequim Bee Farm, 65 Short Rd.
Port Angeles Farmers Market, 125 E Front Street
Sequim Farmers Market, 152 W Cedar Street

Jefferson:

Chimacum Farmers Market, 9122 Rhody Dr
Port Townsend Farmers Market, 600 Block Tyler Street
Jefferson county does not have any certified farmstands

IN PERSON MEETING:

Beth requested we discuss the possibility of returning to in-person meetings or a hybrid of both in-person and Zoom. Previously we had discussed meeting in-person when it was best suited by the agenda; Laura suggested meeting in-person, once per quarter, with each county hosting the meeting (most likely at the local O3A office). O3A would work to ensure that council members could attend via Zoom if they could not attend in person. Ginny suggested using OWL technology. O3A will discuss these meetings with their IT staff so they can determine the best technology for allowing everyone to attend and ensure staff have the appropriate equipment and keep the council updated.

LOCAL MEMBER REPORTING:

- Connie reported that the Shoalwater Bay Tribe had opened up for congregate meals; unfortunately, they experienced an equipment failure and can no longer offer the meals.
- Pam stated that she is thinking of starting up the soup and sandwich meals again to help the community.
- Charla reported that the Dementia Journey workshop is on April 23 and on May 11 at the John Wayne Marina Dr. Paul Cunningham will speak on Dementia.
- Marsha announced that May is ALS month.
- Marti said that two of the COG commissioners were in agreement about using information flyers as outreach for O3A services.
- Ginny announced that May is Older Americans Act month and DSHS had asked the Aging Mastery Program for an article.
- Sandy reported that Washington Assistive Technology Act Program (WATAP) had sent a kit to O3A's Sequim office prior to the pandemic; O3A staff will confirm the kit is there.
- Beth reported that the Sequim Community Orchestra is celebrating their 10th Anniversary this year with a concert on April 30th at 2:00 pm at the United Methodist church in Sequim.

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

PUBLIC COMMENT: No public present.

MEETING ADJOURNED: The meeting was adjourned by consensus at 11:40 am.



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: May 9, 2022
To: O3A Advisory Council
From: Michelle Fogus, O3A Contract Specialist
RE: Equity Grant Mobile Unit Proposal

Background:

O3A received a \$350,000 grant from the Department of Health to address rural inequities related to the COVID-19 pandemic.

A community needs assessment was done through meetings with local partners and service providers throughout the county, several of whom also make up the Rural Equity Advisory Team (REAT) for this grant. The REAT, which includes an AC representative, identified the primary need as providing mobile services to outlying areas.

Food distribution was noted as a pressing need, along with resource connection in general and COVID-related items and services in particular. Due to the pandemic, food insecurity has increased throughout the county, but especially in more remote areas. Congregate meal sites and food banks have closed or shifted services. For those without transportation and Internet access, finding and connecting to resources is also more difficult. Community health fairs, in-person outreach, etc. have been cancelled or significantly decreased since the pandemic started, and people are more cautious about attending any in-person events.

A mobile unit will provide a way to deliver those goods and services to those in outlying areas who have less access, especially if they do not have transportation.

Outreach was done to several local organizations that potentially have the capacity to provide mobile services. The Ocean Shores Senior Center responded with this proposal. (Note: No RFP is required to award these grant funds.)

Proposal:

The Ocean Shores Senior Center proposal includes funding for a leased vehicle (the lease will be held by the Senior Center), vehicle insurance and maintenance, a part-time staff position, necessary equipment (mobile phone, laptop, refrigerator and freezer units for the van), outreach materials, and an administrative fee as allowed by the grant guidelines. The Senior Center will provide approximately four days of pop-up events per month in

identified service areas. Pop-up events will be regularly scheduled events held in the same place each month, publicized by partners, on social media, and via posters/flyers in community locations. Each event is expected to include food distribution (with most food items donated by partners), COVID-related items and services (such as rapid tests, informational materials, and possibly mobile vaccination services), and other information and assistance/resource connection.

The estimated cost of services for one year is \$68,189, which includes four pop-up events per month for 12 months plus the additional costs stated above. The contract may be renewed for a second year provided deliverables are met and funds are available.

Recommendation:

Staff recommend the Advisory Council support the subcontract award as described above.

PROPOSED MOTION:

The Olympic Area Agency on Aging Advisory Council recommends the Council of Governments approve the Ocean Shores Senior Center mobile services contract as described above.