

## **Disability Action Center**

These are minutes for the annual meeting of the Board of Directors, taking place March 25, 2021 at 10:00 a.m. virtually through Zoom.

### **ATTENDEES:**

Mark Leeper  
Tom Newhof  
Karl Johanson  
Sharlisa Davis  
Jean Coil  
Katherine Haggard  
Tom Trail

### **Staff:**

Vicki Leeper  
Steve Corr

**UNEXCUSED ABSENT:** Stanley Dau, Mike Smith

### **PUBLIC:**

### **CALL TO ORDER:**

Meeting called to order at 10:06 a.m. by Jean Coil.

- Roll Call
- Announcements – Impact report is made for giving to people who make a donation  
May is Mental Health Month, and DAC is participating in Mental Health Virtual 5K.

### **APPROVAL OF AGENDA:**

Agenda was introduced. Adjournment time was corrected

- Karl made the motion to approve agenda as amended
- Thomas seconded the motion
- Motion passed by unanimous vote

### **APPROVAL OF MINUTES 12/17/20:**

- Karl made the motion to approve minutes
- Katherine seconded the motion
- Motion passed by unanimous vote

### **NEW BUSINESS**

**Replace Board Member:** Ashley Centers has left a vacant spot on the board. Vicki reached out to three people, two are tribal. Received two no's back and still waiting on the third. It doesn't have to be a person with a disability. Or we may want to hold the position open for a Spokane representative.

**Personal Signature on staff emails:** We have some active advocates on staff that have wanted to individualize the signature. Discussion followed that staff should not be able to use DAC for their personal ideas. Suggested just name and title and contact info, or to use the boards Black Lives Matter mission statement or just the short mission statement.

- Karl made the motion to restrict the email signature to name, position and contact info for employees and board members.
- Thomas seconded the motion
- Motion passed by unanimous vote

**ED & Marketing Evaluations:** Forms are included in your packet. You can fill these out and return to our office before our next board meeting in June. Mail to Jean or to a new secretary if we vote one in today.

**New Branding of Spokane Youth:** Mels & Michelle submitted a new logo for Spokane and Idaho Youth. Everyone is supportive of the youth logos. Perhaps they could reinforce the three triangles. Perhaps not having the lines breaking would help. Add the DAC logo under the Youth in the center triangle. We will table this and staff will come back with another idea.

**Spirit Club Athletic Program:** We have been approached by an online exercise program to reach out and engage people with it. We would pay \$200 per month to get 20 consumers involved. There is a contract to sign, and language is included that we are aware if someone was physically able to take part. But with independence, we can't verify that. Mark sent the contract to our insurance to give feedback on these phrases and what we can do to have protection. Karl suggested passing on the enrollment to the individual and we just pay the fee. The staff liked the idea of offering group activities as a way to connect individuals with disabilities. Mark will see if we can pass on the waiver to the individual.

**CFAC application for monies:** A group established with Cares Act money to provide funding. Mark talked with the treasurer and filled out an application for this funding. LINC applied and received a large amount, but they also had a loss of Medicaid funding.

**Update on Vicki's Office Hours:** As we ease back in to being in the office, Vicki is letting the board know she will be working full days on Tuesday, Thursday and Friday, and from home as needed on Monday and Wednesday. This allows for her to help her pregnant daughter with the farm and birth of her first grandchild in July!

- Karl made the motion to make the position flexible enough to work from home.
- Katherine seconded the motion
- Motion passed by unanimous vote

**Purchasing phones for staff:** With staff that are working from home still, we offer the flexibility

for that. People have been using their personal cell phones for this. A lawsuit came up that said staff would have to keep track of the time to be compensated. But it is also possible to purchase a cellphone with Cares Act funding. DAC will not pay for plans, minutes etc. It is unlikely to be all the staff, more like 6-7 phones. By accepting a new phone, they agree to use the phone to be available for work. And a new phone system we are putting in will allow for transfers without giving out the personal phone number.

- Karl made the motion to purchase phones for staff to use at home.
- Katherine seconded the motion
- Motion passed by unanimous vote

### **ACTION ITEMS**

**2021 Elections:** The following terms are up for re-election. Each term is 3 years. Everyone's service has been so appreciated during this last year of pandemic and three-year planning!

- Thomas Newhoff moved to re-elect Karl Johanson, Mike Smith, Stanley Dau, Katherine Haggard to another 3 year term.
- Seconded by Sharlisa.
- Motion passed by unanimous vote

**Election of Officers:** Positions for President and Vice President, Secretary, Treasurer. Jean is willing to continue.

- Thomas made the motion to have Jean serve as President or Board Chair, Katherine Haggard as Vice President, Karl Johanson as Secretary/Treasurer.
- Sharlisa seconded the motion
- Motion passed by unanimous vote

**Acceptance of \$2500 grant from Group Health:** This foundation met with us and we sent out a copy of the three-year plan which includes some justice items. They emailed and wanted to give us another \$2500 donation. This doesn't exclude us from applying for Spokane funding.

- Katherine made the motion to accept the \$2500 grant from Group Health
- Karl seconded the motion
- Motion passed by unanimous vote

**Expand Wellness to cover Durable Medical co-pays/deductibles:** One of the things that came up with our Wellness program was replacing an older CPAP machine since it's a deductible. We have expanded the wellness to \$1000 and to cover dental if there is not coverage for dental work. Currently this is taxable benefit. Discussion included would any Medical co-pay or deductible come into play. Suggested to table this until we can look into it further. Deductible on our insurance is already covered down to \$500 and this is not taxable.

Gold Choice Blue Cross of Idaho with a \$2000 deductible. Perhaps have a special meeting to cover medical plan and deductible coverage and wellness plan changes. Mark will provide information about how much we have paid out to cover part of the deductible for the past few years.

**11:45 Presentation on Youth Vision Project:** Mark introduced Mels Felton. Presentation is attached. Mark explained that Transition is a core service, so developing this program fulfills our core services and helps Voc Rehab to provide the service. It builds a future relationship for

funding in the future too. Mels clarified how the Youth Vision Project will be available to youth in rural areas. They have plans to make it available virtually or to bring the program into the rural communities. The challenge is they want to pay a per person price, which is not feasible in the rural areas, but we are trying to figure out ways around that. They are looking into fundraising to do the program in the summer and bring the students to the program.

## **BREAK**

## **OLD BUSINESS**

**Spokane SCIL update:** There is a meeting this afternoon at 3:00 pm with Washington State Independent Living Council to review a recommendation to amend the state plan to allow a nearby center to take over the failed center with the goal of turning it over to the community in a few years. If accepted it will go out for 30-day public comment period and then reviewed for approval. Should have results at the end of April. There are no other centers looking at this and they are reluctant to go out to open bid as it might end up as a secondary program in some other organization. We would be compensated for the process of building the program, but we would also like some Part B monies to shift down to our area we serve in Washington. There are areas in Washington that aren't served at all. Vancouver, Tri Cities, Walla Walla do not have centers.

**Post Falls Update:** Sign is completed, now that the weather is warmer, we will get it installed.

**COVID Committee:** Thomas and Jean had volunteered to serve on this committee to answer tough questions about spending Cares Act Funding, but there has been no need. Information about how to spend it has been clearer. We have been paying for food, rent, communication access and other things.

## **ADMINISTRATION**

**Financial Report:** As attached. We will be spending down some of the Cares Act Funding to purchase a new phone system that will allow every phone to connect, even between offices. We are under spent on Spokane, but if we take over the Spokane CIL we can spend some of those funds getting it started. Increases of 18-19% in insurance across the nation is expected due to catastrophic losses (storm, fires, pandemic). After meeting, we may be able to buy down our insurance costs and attract more members to the insurance pool.

**Administration Report:** It's been overwhelming once zoom became familiar and more groups are meeting. DAC has been involved in the lawsuit with Idaho Legislature, working for in-home care funding increases, Mark was interviewed in Twin Falls for that. We have also advocated for mask wearing with articles to inform businesses. Moscow is currently facing a lawsuit over mask wearing. We are working on a program to bring the vaccines into the rural areas for those who can't get out to get one. With Spokane possible coming on board, he would like staffing and assistance guidance from the board. We had been subletting space in Moscow and they have ended that, but their furniture is still there and they have been using the offices from time to time. Mark will talk to them and suggest we take over the desks and they can use a different space in the office at no cost. We need birthdates and SS numbers of each board member now. Vicki will call to collect that information and will shred it afterwards.

**Marketing Update:** As attached. Lots of press coverage due to the lawsuit, masks, Koppel Farm grants. Flat Fred's travels around the state.

**Board Reports:** as attached. New formatting to electronic reporting and having staff dial in about what they are doing and how it relates to the three-year plan.

**PAS Report:** We have been working on the EVP reporting. The staff and assistants are starting to get used to it. It has to be in place by July. There are some training supports. This program will help protect us against issues like the employee that turned in time and didn't show up for work. The insurance paid back our loss. There is also issues of lack of phone service in rural areas.

PAS is also working on two-year desk top review. There is still a lack of assistants.

**Constructive Thoughts and Public Comments:** Go Zags!

### **MEETING AJOURNED**

Jean adjourned the meeting at 1:40 pm.

**Next meeting will be June 24, 2021**