

Disability Action Center

These are minutes for the annual meeting of the Board of Directors, taking place June 24, 2021 at 10:00 a.m. virtually through Zoom.

ATTENDEES:

Mark Leeper
Tom Newhof
Karl Johanson
Katherine Haggard
Tom Trail
Mike Smith
Sharlisa Davis

Staff:

Vicki Leeper
Steve Corr

UNEXCUSED ABSENT: Stanley Dau,

EXCUSED ABSENCE: Jean Coil

PUBLIC:

CALL TO ORDER:

Meeting called to order at 10: a.m. by Katherine Haggard.

- Roll Call
- Announcements – Mark and Vicki are new grandparents.

APPROVAL OF AGENDA:

Agenda was introduced. Update to include company car purchase.

- Tom made the motion to approve agenda as amended.
- Mike seconded the motion
- Motion passed by unanimous vote

APPROVAL OF MINUTES 3/25/21:

- Mike made the motion to approve minutes
- Tom seconded the motion
- Motion passed by unanimous vote

NEW BUSINESS

New Federal Holiday Juneteenth: Federal holiday has been passed but it was too late for us to adjust policy yet. It is up to the board to add Juneteenth as a paid holiday starting 2022. Tom Newhof wishes a new holiday comes with observance. He would like to see the staff do something in honor of the holiday the day before. Ideas could include doing a special issue of the newsletter for June and a celebration component.

- Tom made the motion to approve adding Juneteenth as a paid holiday and direct staff to develop education and observance the day before.
- Mike seconded the motion
- Motion passed by unanimous vote

Executive Director and Marketing Evaluation: (after 10:45 am) Jean plans on having a conversation with both Mark and Vicki about it. The documents will be forwarded to the minutes to be included. We had 4 responses. 97% were marked outstanding for Mark. Outreach is effective and communication is good. Tom would like to see it be a fillable PDF online in the future, both for communication accommodations and might get more than 4 responses. We can add this requirement to our board description. They aren't aware at how the ED interacts with the staff as it stands now. We will look at what other centers are doing for the evaluations.

Repairs and Future of Lewiston Office Building: Mark updated the board on how the roof has led to problems in the Lewiston Office, a butterfly roof has led to leaks. With the half inch of rain a week ago, a leak came between the walls. The company to handle the disaster stuff, they have to test for asbestos before working on it. Mark has contacted our insurance company and met with the adjuster. Black mold was present inside the drywall which means it's been leaking for some time. Disaster Response Services is now taking out carpet, subfloor, drywall on this wall. Mark has talked with the original contractor who will come back to do the new construction after demolition. Previous issues were with the drain system. The board will need to decide what to do with the future. Katherine has had a great experience with the membrane roof specialists.

Company Car Purchase: We had a 2005 legacy that was Marks company car and then moved to Post Falls Office. It has had some big repairs done, but now needs another \$3000 work. Mark's current company car is approaching 150,000 miles. An option is to take the white car and move it to Post Falls, and trade in the 2005 legacy for Mark to get a new care. Or Moscow has a truck and move the other company car up to Post Falls. Another option is to go back to paying mileage for employees to use their own car. Currently if you do not use the company car you get paid mileage for one way using the federal guidelines. We initially got the cars for the in-home services to provide transportation with winter safe vehicles.

Karl doesn't like the idea of putting \$3000 into the 2005 legacy. Mark said there is a sedan for \$12,000, but not sure what condition it is in since used cars are such a premium right now.. Tom wondered why we haven't purchased brand new car.

- Karl suggested just biding time by moving one car up to Post Falls and waiting before purchasing something in 6 months
- Tom seconded it.
- Motion carried by unanimous vote.

ACTION ITEMS

ITD Cares Act Funding: Idaho Transportation Department Funding. Funding was not real clear what it was for. Mark sent a questioning letter back, but they repeated the same information. Funds are 100% federal share that are program for operations. For managing public transportation. The state has already approved our subcontractor COAST. We believe it will cover access to vaccines and food delivery. The funds are billable. We need board approval to accept the funds of \$18,966. For Jan 2020 - June 30th 2022. We can buy services for vaccination clinics, etc.

- Tom moved to accept ITD Cares Act Funding
- Mike seconded the motion.
- Motion passed by unanimous vote

OLD BUSINESS

Replace Board Member: Discussed at the last meeting holding the position open for a possible Spokane representative. We have one open slot still. We have not received any applications from the tribes.

Spokane SCIL update: We have discussed previously the closure of the Spokane CIL. The Feds have given them time to finish up stuff to wrap up, but that means they cannot release any of the Cares Act and primary grant funds to another entity. In the state plan, there is a section that talks about what to do if a center closes. We have submitted an amendment, but it was denied. We are applying to start and support a center there and will turn it over later. It will have local control. We are still waiting for decision. We have broadened our services in the Spokane DAC office to include minorities and other marginalized populations. We are the only ones who have expressed an interest.

Post Falls Update: Sign is completed, installation got waylaid by the flood in Lewiston Office. Landscaping has been maintained.

ADMINISTRATION

Financial Report: As attached. Karl said we are in good shape financially. Karl would like Vanessa to do a board meeting to board meeting analysis and specify designated and undesignated assets on an Income Evaluation sheet. Our investment is looking good. The Umpqua Checking looks big because that is the Cares Act Funding, we are using this to give bonuses to people who have vaccinations. Only 10 people have asked for the bonus. We are likely to get more money for direct care workers. Some of these employees have limitations on what they can earn. Karl wondered if they do send the funds in full, can we invest them and earn more money on them while we have them. That way the funds can work for us. Karl has also looked into another investment opportunity through CoPeace, they will give a presentation. Mark shared that we are under on our Part C grant so we will need to get that spent before the end of the year. We need more admin help, Kelly just hasn't had the hours to devote to it, but is valuable in planning events and purchasing. Mark would like to hire an admin with some of these funds. Karl would like to see an admin hired. This could help with the exit plan for Mark. Part B funds will be spent out before the end of the year. Same with NW ADA funds. It's been harder to spend the COVID funds because of the restrictions. He gave an example of purchasing

a piece of equipment. If it's over \$5000, you need 3 bids. These funds are good until 2022. To spend the Idaho Covid funding, we could do a temporary pay increase.

Administration Report: Using the 3-year plan the board developed has really impacted what the staff is doing, for example rural outreach. State planning has still been busy both in Washington and Idaho. Some brand-new directors at the other centers are interested in a presentation from DAC. Working to have consistent methodology with other centers. Offices are beginning to reopen with a mask wearing when greeting people, not asking if they have been vaccinated.

Marketing Update: As attached. We are getting back to in person events as well as virtual ones now. Our DAC website is older and we are looking for a new webmaster to do a full update and possibly help with BluePath. The older plug-ins no longer work, so I can't access the insights anymore on the back side.

Board Reports: as attached. Staff is really focusing on the 3-year plan. Keying in on topics like transportation, minorities, mental health and rural areas. Several key staff members are active in advocacy now.

PAS Report: We have just gone through a Medicaid review is wrapping up. The review process cut out the fiscal intermediaries like us with self-directed services. This was finally accepted. And we are working with the state to rebuild the original description of self-directed services. EVV is starting in July and needs full implementation in September. The company we chose is struggling without the GPS override. It won't indicate you are actually there if it is 75 yards away from where the address map pin is there. And it wasn't supposed to "track" where the consumer goes. Might be possible to use a Kindle in the home for the EVV to get around this. We are working with LINC on this. We are hiring a new nurse in Moscow Lewiston area.

Constructive Thoughts and Public Comments: Tom asked about OUI. It is a community rehabilitation program providing services under the Idaho DD waiver to people with developmental disabilities.

Mark will be sending out to everyone a proposal to strengthen home services. Katherine says there is another one about SSI.

Sharlisa mentioned the success of Free Fishing Day. She would like to see us build a social event partnership next year. September is National Recover Month. There will be an event at the Fairgrounds that we can partner in.

The NCIL conference is virtual again this year. Free scholarships are available for youth and black and indigenous peoples. DAC will make sure any board member can attend. Vicki will send out the information.

MEETING AJOURNED

Katherine adjourned the meeting at 12:13 pm.

Next meeting will be September 23, 2021