

Disability Action Center

These are minutes for the Board of Directors meeting, December 18, 2025 at 10:00 a.m. at the DAC NW Office in Moscow and virtually through Zoom.

ATTENDEES: Currently have 3 board positions open.

Mark Leeper
Jean Coil
Stanley Dau
Karl Johanson
Sharlisa Davis
Tom Newhof

Staff:

Vicki Leeper
Erin Ferrier
Vanessa Bachman

UNEXCUSED ABSENT:

EXCUSED ABSENCE: Katherine Haggard

PUBLIC:

CALL TO ORDER:

Meeting called to order at 10:03 a.m. by Jean Coil.

APPROVAL OF AGENDA: Agenda was introduced. No changes.

- Sharlisa made the motion to approve agenda.
- Jean seconded the motion.
- Motion passed by unanimous vote

APPROVAL OF MINUTES 9/21825: Will attach the Spokane report to last months record.

- Sharlisa made the motion to approve minutes with Spokane's report added.
- Jean seconded the motion
- Motion passed by unanimous vote

ACTION ITEMS

Apply for grant for ramp project in Spokane: Craig H Neilson Foundation, January 2 deadline to apply. Spokane currently doesn't have a central place to get temporary ramps. We would want to have staff time supported to develop the community partners to put together a ramp program for people who cannot afford ramps in any other way. Mark would look into it to see about writing for a grant to support it.

- Sharlisa made the motion to apply for a grant for Spokane ramp program if feasible.
- Karl seconded the motion.
- Motion passed by unanimous vote

NEW BUSINESS

Move meeting to Friday/Board applications: It looks like Fridays will work, so we will move the meetings to the third Friday of the month. That would allow Katherine to attend more easily and have an application from Alex from VR and Barbara Merchant. Mark still would like representation from Spokane area. And include someone from the tribe. We will wait until the March meeting to see if we can find additional applicants from that area.

ED Hiring Committee: Job description and Time Line. April of 2027 would be the planned date for Mark's retirement. Jean is looking for volunteers to be on the hiring committee – Tom Newhof, Jean Coil, Karl Johanson, Vanessa Bachman, Erin Ferrier, and Mark Leeper. These were appointed to the hiring committee. We will schedule meetings in January and February to start the process. Any results can be brought to the board in March, and that still leaves a year for the hiring process.

Transportation – COAST (payback of loan?): We know COAST was in trouble operating their entire agency, DAC helped them meet a deadline with a loan of \$10,000 for them to maintain services across the Stateline. Since then they discontinued services in Grangeville and Orofino, and the ED was fired by the board for misuse of funds and vehicles. After a series of interim directors and staff members and now are in organizational disarray. We have tried to get information from them. COAST did not apply for the contract for rural transportation grant. MedStar applied for that grant and have finally started medical only services from here to Spokane. The COAST board has an interest in staying the transportation business. DAC would like to get a couple of life equipped accessible vehicles from COAST as payback for the loan. We are interested in continuing accessible services in our rural areas in Idaho. We need the match from volunteer drivers to keep this affordable. We could utilize the people in Orofino and Grangeville that used to work in this program. The cities can form a committee to operate the program with the volunteer drivers, and we provide the vehicle that stays there. Karl stated that DAC has the ability to pull it off. The grant for this program is due Monday. Mark is writing the grant in expectation of what we think we can do. In general, CIL's do not provide direct transportation services. We have funding that runs through 2027. The new grant would run through 2028. Stan said there is disabled vet services contracted through Spokane and paid through the VA and might be a possible community partner. Karl will check into that. Jean knows there's a bus to transport seniors to the meal site but is not sure it's accessible. She will check into that.

- Jean made the motion to complete the continuation grant for transportation services contracting with multiple agencies, starting in one area and increasing services as we can.
- Karl seconded the motion.
- Motion passed by unanimous vote

Order new Single Act Audit for 2024-2025 year: We exceed the limit of 1 millions dollars in funds so we need another single act audit and need permission to go out to bid.

- Karl made the motion to go out to bid for a federal level single act audit for fiscal year ending in 25.
- Tom seconded the motion.
- Motion passed by unanimous vote

OLD BUSINESS

Crisis Response Plan Update: We have a group of staff members are working on it. (Continuity of Operations Plan) Erin said stuff is pretty much ready to go, just need to format it.

Purchase of vehicle for Spokane update: Mark hasn't had time to work on it. The transportation issue has been taking up time. We will need 3 bids for the purchase.

Adjacent Moscow Property Valuation Update: No update. We can remove this from old business and come back to it when the appraisal is done.

ITD Funding for Dianne Milhollin Memorial Van Update: extended until September 2026. It's hard to get a hold of the person who is responsible for this project. The van was intended for use in rural Latah and Nez Perce County.

ADMINISTRATIVE UPDATES

Board Key Issues & Interest Items – (Questions?) Jean is concerned that we need to get the 3 positions filled on the board. Mark stressed they need to be familiar with the Independent Living Movement.

Financial Report – (as attached)

PAS/VDC Report – (as attached) to be done together. The numbers keep going down due to consumers passing away or going into institutions. No one wants to change agencies. Most have family or close friends providing the care. And we will need another Medicaid nurse. Medicaid is in disarray. And we are poorly reimbursed; there is a caregiver shortage due to differences in minimum wage state to state. The program is making money, and we should be able to give our care providers a \$1.00 raise and still break even.

The VDC program has a new staff member in the Seattle area now, Tanya. 139 veterans total, and there are still many more on the Walla Walla waiting list. We have paused getting any more in the Seattle area since Tanya is getting overwhelmed since she is new. We are looking at adding another staff person there. We are taking in around \$400,000 a month. There is a 2-month delay in reimbursements. It had a net profit of half a million at the end of the year, which we use to offset administration costs.

Vanessa reported on the different grants verbally.

Profit Loss report as attached.

Administration Report – Mark doesn't have much more than what we have already talked about. He commented on how much Vanessa and Erin do for help. Mark needs Jean's signature on the annual report which is due at the end of the month but is not quite complete. Our holiday party is today and did a slight increase in the holiday bonus for staff to be given

out today. Mark will need approval from the board for the two admin under direction of the board.

- Karl made the motion to approve the holiday bonus to \$350 each, same as other staff.
- Jean seconded the motion.
- Motion passed by unanimous vote

We have a new IL training courses available now through Montana. Mark would be happy to share with board members to take a look at. Medicaid for Workers with Disabilities in Idaho changed. Previously it was a premium based on what level you can afford to pay. It had the assumption that you only work until age 65. At that point you revert back to regular Medicaid. We have a group that has written legislation that extends it to age 16 – whatever if you are working, Senator Wintrow has agreed to carry it. The cap for resources is at \$2000 cap, but we want it increased to \$10,000 individual, to \$15,000 for couples. And there are a couple other things that would help people. Mark will keep you posted.

In Washington we have a lobbyist working on getting more state funding for centers.

Outreach Report – as attached – Moscow Awning Update

Staff Report – as attached, showed video for Pathways to Partnerships

Spokane Office Report – End of fiscal year, 100 consumers including veterans. That's the largest number. A large number of I & R for the last 2 years. Shaping Spokane City Ordinance will be voted on in March, and this includes an initiative to have 10% ADA dwellings on new construction (an increase from 3%). This advocacy will help with the homeless population and people with disabilities. Staff has been helping. Nathan has a virtual game with young people and has a new platform that has more accessibility options and provides peer support. Many consumers cross over to the fishing group. We provide some accessible equipment and is accessible by paratransit. This has been popular. Manzanita House is one of our new community partners. We have a drop-in peer group for underserved populations. One of our volunteers is here today and has been involved with DAC for 5 years and currently on the APRIL board, and active in the WASILC program among other programs.

Spokane services Colville with direct meetings in public places. Transportation is the biggest need. Consumers north of Spokane really want to meet in person we are still looking for office space for that, most buildings are inaccessible.

We are working on getting emergency notifications both in text and audible on your phone.

Constructive thoughts: We excited about how we have grown and are truly the CIL for the Northwest.

Be sure to fill out your stipend form.

MEETING AJOURNED

Meeting adjourned at 11:48 pm.