

Disability Action Center

These are minutes for the Annual Board of Directors meeting, March 20, 2026 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
Katherine Haggard

Staff:

Vicki Leeper
Erin Ferrier
Vanessa Bachman

UNEXCUSED ABSENT:

EXCUSED ABSENCE:

PUBLIC:

CALL TO ORDER:

Meeting called to order at 10:05 a.m. by Jean Coil.

APPROVAL OF AGENDA: Agenda was introduced.

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

APPROVAL OF MINUTES 12/18/25 and Special Meeting 1/9/26:

- Karl made the motion to approve minutes 12/18/26
- Sharlisa seconded the motion
- Motion passed by unanimous vote

- Jean made the motion to approve minutes 1/9/26 as corrected (ITD)
- Tom seconded the motion
- Motion passed by unanimous vote

ACTION ITEMS

Election of Officers: Board President, Vice-President, Secretary & Treasurer. Karl, Katherine, and Jean is willing to keep serving but is willing to step aside.

- Stan made the motion to keep current officers positions continuing.
- Karl seconded the motion.
- Motion passed by unanimous vote

Election to another term: Sharlisa's term is up and would like to be considered for another 3-year term.

- Katherine made the motion to elect Sharlisa to another 3-year term.
- Tom seconded the motion.
- Motion passed by unanimous vote

New Board Applicant: Alex Davis is the IDVR and is in our office for a while now. Bilateral amputation of feet, one full hand only, 21-35 years old, WSU graduate.

- Stan made the motion to approve Alex Davis to serve on the board.
- Karl seconded the motion.
- Motion passed by unanimous vote

Adjacent Moscow Property Proposal: Mark talked to Ken next door. We think it's about 6000 square feet. Everything for surveying etc. has been paid by Ken at Lux Auto Haus. He proposed \$60,000 with \$3000 earnest money and 120 payments and 6% interest. (not sure what current interest rate of commercial loans) Downtown property should go for \$20 per square foot as per Shelley Bennett Realty. That would be roughly doubled. Ken will have to level property to build for \$100,000. We lost the access from the highway. We paid \$75,000 for the entire place. We also know the neighbor and would negotiate for in-kind maintenance for company vehicles, we would still use the parking in the back. We would still have a 15' strip along the building that Ken would maintain. Karl proposed that the \$20 per foot rate doesn't really apply to this piece. He thought it was an adequate offer with perhaps a percentage off the maintenance of cars for a period. Mark said he hasn't had the attorney look at the contract, for example if his business fails, etc. Stan suggested having a specified amount for the auto care (\$15,000 for example). Mark will negotiate interest, state an amount for in-kind, and have the attorney look it over. We could then have a special meeting to approve it if needed.

NEW BUSINESS

Update 3-year Plan: Suggested we could use Paul if the conflict of interest is gone now. Karl liked working with him. We have grown a lot, have a new board member coming on. Could do a 10am-3pm retreat or do it in installments over zoom. Katherine asks if we can have it after April. Mark can ask Paul about availability. Tom stressed that the organization is facing a lot of change including our growth and a succession plan. Paul would be familiar with that and can help with contingency plans for the unstable political environment. Karl suggested we could have a 3-year plan that is flexible to be able to handle what's coming and wait for the deep dive, meaningful 3-year plan later. We could continue with the existing plan with some contingencies, the new branding, etc. We could get that out in a couple of hours with Paul's help and can do zoom.

Single Act Audit Update – Jergens and Presnell Gage are out for bid on the audit.

Ratify 2026 Health Care Plan: To switch plans involves knowing what everyone's prescriptions are to make sure they are covered. Blue Cross of Idaho Plan increase is only 1%, \$3000 deductible. Mark also checked with Arista Point: Nationwide had a plan that wasn't as nice. DAC covers after the \$500. We had 4 last year and 2 so far this year. It's easier and has less upheaval to stay with what we have and won't have to invest time into it; employees won't have to fill out questionnaires about their health before we get a price. Tom thought the changes seem reasonable. Decision needs to be made by May 1st. Erin talked about what the negotiation changes are in Washington State. An organization can only have one plan. Tom suggested supplementing the extra costs for 6 Washington staff. Karl can check with Washington Insurance Trust for non-profit public entities, and this could cover both sides of the border. Mark is exploring a stipend (\$50-200) for people who get their insurance elsewhere. Erin suggested keeping in mind parents with kids on Medicaid or needing insurance. Mark could send out info for the stipend if they have insurance elsewhere, it's more complex stipend for what that looks like for when a dr or pharmacy is dropped. Tom suggested having a special meeting via zoom to make the decision.

Switch Medical Plan for Outreach Coordinator: Mark suggested having an executive session about a board employee that is eligible for Medicare. Mark was suggesting a compensation package. We can add this to the special meeting as well. It can't be made individually but should be a taxable benefit available for everyone. Stan suggested health savings accounts to be used for medical costs and eyeglasses, etc. DAC can put the stipend in it and it stays tax free. Peak One Administration out of Coeur d'Alene is one Stan uses. Karl asked if Tom could help with the research. Wellness and eyeglasses could be rolled into this. Vanessa said the cafeteria plan can't offset the premiums for a different plan. We would have to have a separate solution for paying the premiums.

OLD BUSINESS

ED Hiring Committee and Rebranding: New DAC NID of Description and Timeline. The committee has met to discuss what happens to DAC when Mark retires. The committee was concerned about consistency and the growth. Mark showed a new branding with the DAC NW Umbrella (as attached).

DAC NEW and DAC NID under the DAC NW umbrella. DAC NW serves all the way over to Puget Sound. DAC NEW and DAC NID are programs under the umbrella, and in the center are programs that cross over for the Administration. Mark talked about rolling back to part time in April 2027, Erin would be the manager for the DAC NEW program. We can create the same position for DAC NID. Mark would be the ED to direct these programs and the admin stuff. Mark would not do personnel management; Mark would supervise the top positions. The job description we sent out is for a Program manager like Erin. We can work on rebranding to this format. PAS program is currently supervised by Vanessa but could be moved to DAC NID. Erin likes the idea of a counterpart on the Idaho side to maintain consistency.

Cost to the budget for this position, with Mark going half time DAC will be saving money so we are looking at \$60-70,000 for the new position. Looking to start the hiring process in the fall of this year. This would affect our 3-year plan as well.

Transportation Vehicle Purchase Update: Mark with Karls help we shuffled vehicles and acquired 2 accessible mini-vans and an accessible bus (2017). They are 100% DAC vehicles.

They are being checked over at a mechanic in Albion, then will be inspected by the police here in Idaho. They are already insured. The plan is to have them become community vans in Orofino, We will have to send everything out for bid to meet requirements. A start up in Grangeville is doing some volunteer trips right now with a donated van, not sure how accessible it is. We are writing the contract to be able to include different communities. We want to use COAST's plans to make sure we are tracking data correctly. Karl People for People is a non-profit from Yakima are picking up the slack in Eastern Washington. They have access to vehicles and funding from DOT. They got office space in Colfax near where the vehicles were parked and are accepting applications for drivers. They want to bid on the contracts for operating the vehicles like COAST. They are missing the data of the customers info. They would be a provider for non-emergency transportation and are working with MedStar and hope to recreate even the Idaho parts of what COAST did. Washington will be ready with some services by mid-April. We will get out the bids as early as next week and see what People for People will bid on. And we can see if previous funders will come forward with funds to support it. This would be good because it will be a single provider and simplify the process.

Crisis Response Plan: Update on creating the plan. This is a requirement on the Washington side. Mark showed a draft (attached). The formatting was done by Claude AI. It will be in place in all offices shortly. Staff will go through the training and then sign off on it.

ADMINISTRATIVE UPDATES

Yearly Recap, PAS/VDC Report and Financial Report: (as attached) As an annual meeting Mark will share some stuff that will tie into the Finance Report. We are busier with the addition of 2 staff in Tacoma, increasing veterans in the VDC. Vanessa has taken over what Steve was doing. We had successful audits and are starting another. We are the go-to for advice for other centers with advice on VDC and other programs. Spokane program is growing and getting plugged into city planning. We are also seeing an increase in foot traffic in all the offices.

Vanessa reported that grants are tracking just fine, overspending on Idaho C but that will be covered by reserves. She compared the balances and the number of veterans from last year to this year. For Spokane area Vanessa has converted some FI staff to VDC. Portland area is looking for someone to provide services. We are looking to become our own FMS that would reduce costs from \$15,000 a month but it's a steep learning curve. She showed the Profit & Loss Statement which shows a 189% increase over last year. Seattle area has 3 other partners providing service and they still have a waiting list. We are a very respected organization. It's been an impressive year. Mark and Vanessa gave kudos to the board for being so supportive. Payout currently is around \$230,000 every two weeks. Karl approved. Sharlisa noticed the hire background check costs, but that is due to hiring more people for the veterans and we get reimbursed for it.

PAS is very slow growing because it is so hard to get caregivers with the reimbursement rate. It is breaking even right now. Mark said they are looking at creating an Olmstead complaint.

Administration Report – Quick Books will be moving to web hosting that will allow multiple users to ease Vanessa's workload. Idaho has been cutting services and Washington wants the services but has no money for it. Mark sat in on a meeting in Boise. Mark worked with others to try and get the Medicaid for workers to go beyond age 65 but that didn't work out. We have a lobbyist on the Washington side. Both states are doing 3-year plan for State Independent

Living Plans. There was a Washington State Senator that used the “R” word when we was questioning a plan for incarceration. Mark made a less inflammatory letter to send to the Senator. The Senator contacted Mark and we are meeting next Tuesday to try and build a relationship. We have been working on building teamwork.

Outreach Report – (as attached) We have grown 162% over the same quarter as last year.

Staff Report – tabled until reformatting of form can be completed for 2026.

Spokane Office Report – Current consumer numbers 70 including veterans, expecting this number to increase by the end of the year. Entering the busy season for outreach etc., many are in rural areas across the 5 counties. 734 I&Rs but will increase after the busy season. Collaboration with Inland NW Wildlife Council for access outdoors and created early access for consumers to avoid large crowds. Meeting with Cabela’s for adaptive equipment donations for our fishing group. D&D group is growing, and most are consumers. These events promote social growth with peers. ADA Celebration is coming up and have a lot of dancers. Wheelchair obstacle course will be there. A lot of returning vendors.

Constructive thoughts: Orofino is building a adventure park that will be accessible. Moscow Chamber hosted Winter Festival and took away 3 blocks of accessible parking for it. Katherine will be helping them in the future. Reach out to chamber to provide help on creating temporary access aisles for parking.

Be sure to fill out your stipend form.

MEETING AJOURNED

Meeting adjourned at 1:38 pm. Next meeting will be June 19th, 2026.