

**COLUMBIA RIVER COUNCIL OF GOVERNMENTS
MEETING MINUTES
EAST WENATCHEE, WA
10/11/18**

Members Present – Commissioners Rob Coffman, Kevin Overbay, Dan Sutton, Chris Branch, Terry Thompson

Staff Present - Bruce Buckles, Chris M. Johnson, Tammy Harvey, Erin Nelson, Jill Dempsey

Guests - Christine Johnson, Union Employee Representative

Meeting – Kevin Overbay called the Columbia River Council of Governments (COG) meeting to order at 1:30 pm.

Public Comment- None

Minutes – Rob Coffman moved to approve the minutes from the August 9, 2018 meeting. Dan Sutton seconded, and the motion carried.

Budget & Expenditures- Expenditures were reviewed for July and August 2018. Rob Coffman made a motion to approve the expenditures for Checks # 65562-65673, DD 14512 - DD 14630, PRT 7-18, DRS 13, DRS 14, LNI 2, ESD 2 and Checks 65674-65809, DD 14631- DD14749, PRT 8-18, DRS 15, DRS 16, VOIDED CHECK # 65800 . Dan Sutton seconded, and the motion carried.

Advisory Committee terms and Openings- Dan Sutton made a motion to appoint Sally Siegel from Lincoln County to a 4th term on the Advisory Committee and Rob Coffman seconded. After a discussion about the limit of terms, engagement level of the members, and number of openings, a vote was taken and the motion carried.

Discretionary Fund Requests- Okanogan County Transportation and Nutrition (OCTN)requested a reach-in freezer for the Okanogan Senior Center and home delivered meal program for a cost of \$2,166.92. Chris Branch made a motion to approve the request. Terry Thompson seconded, and the motion carried.

Tonasket Senior Center requested a manual can opener and a food processor for a total cost of \$662.07. Terry Thompson made a motion to approve this request and Rob Coffman seconded. After a discussion regarding the specific brand of the food processor and an explanation about accepting the lowest of three bids, a vote was taken, and the motioned carried.

Funding Request-Tammy Harvey explained the request to increase Congregate and Home Delivered Nutrition by \$70,000; Increase Transportation by \$15,000; and increase Long Term Care Ombudsman by \$30,000. These funds would be from the Older American Act Carryover from 2017 and SCSA Discretionary. This would leave a balance of \$92,000. Rob Coffman made a motion to approve the 2018 proposed budgeted changes as outlined, Terry Thompson seconded, and the motion carried.

Equipment Disposal- A listing of three (3) surplus items were presented for disposal. Rob Coffman made a motion to approve the disposal request. Terry Thompson seconded, and the motion carried.

Executive Session-Kevin Overbay motioned to go into executive session to discuss a real estate lease for ten (10) minutes at 1:45 pm. Chris Branch seconded, and motion carried. The executive session was extended for seven (7) minutes. The session ended with the following action taken: Chris Branch made a motion to give two local commissioners authority to work with AACCW to procure a new lease agreement for proposed new office space ASAP. Terry Thompson seconded and the motion carried.

A closed session to discuss union negotiations began at 2 pm and ended at 2:25 pm.

Personnel Update- Tammy Harvey announced that Megan Malsam of the Omak office resigned from her position of Case Manager effective 8/31/18. Melanie Divis accepted the Omak Case Manager position effective 9/3/18. Maria Hernandez accepted the Office Assistant I position in Wenatchee effective 8/20/18.

Quarterly Reports- were reviewed and discussed. There was a discussion concerning the contacts for Information and Referral. Bruce Buckles will seek additional clarification from Diane Tribble who was absent from this meeting while attending the SCOA and W4A Conference with the Advisory Committee.

Monitoring Letters- Jill Dempsey reviewed and discussed the monitoring letters concerning corrective actions completed by Okanogan County Transportation and Nutrition (OCTN) and Grand Coulee Dam Senior Center.

Terry Thompson made a motioned to adjourn the meeting at 2:45 pm. Chris Branch seconded, and motion carried.