

**COLUMBIA RIVER COUNCIL OF GOVERNMENTS  
MEETING MINUTES  
EAST WENATCHEE, WA  
9/7/2017**

**Members Present** - Commissioners Cindy Carter, Rob Coffman, Kevin Overbay, Dan Sutton, Chris Branch, Roger Hartwig,

**Staff Present** - Bruce Buckles, Tammy Harvey, Valerie Graber, Ken Sterner, Erin Nelson, Diane Tribble, Josh Hamilton, Jill Dempsey

**Guests** – Tom Cash, Union Representative, Christine Johnson, Union Employee Representative

**Meeting** – Cindy Carter 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 3, 2017 meeting as submitted. Roger Hartwig seconded, and the motion carried.

**Budget & Expenditures**- Expenditures were reviewed for July 2017. Rob Coffman made a motion to approve the expenditures for Checks # 63889-64006, DD 13121-DD13237, PRT 6-17, DRS 13, DRS 14, LNI 2, and ESD 2. Chris Branch seconded and the motion carried.

**Advisory Committee Terms and Application for Adams County**- Tammy Harvey indicated that there are currently two (2) openings for Adams County and one (1) opening in Okanogan County. Judy Main of Douglas County's 2<sup>nd</sup> term expires this month. Judy has agreed to a 3<sup>rd</sup> term from September 2017 through, August, 2020 and the A/C recommended the approval of extending this term. The Advisory Committee also recommend the approval of Shanon Davis from Adams County for a three year term on the committee. Dan Sutton made a motion to extend Judy Main's term and appoint Shanon Davis to the Advisory Committee. Kevin Overbay seconded, and the motion carried.

**Additional Agenda Items**- Dan Sutton made a motion to add a category of "Additional Agenda Items" to all future agendas to allow for items that need immediate attention that are unknown at the time the agenda is published. Kevin Overbay seconded, and the motion carried.

**D. 2017 Proposed Budget Changes**- Tammy Harvey presented a request to add \$110,000 to the Congregate and Home Delivered Nutrition program. These increases would be from Older Americans Act Carryover from 2016, which is unobligated in 2017. Chris Branch made a motion to accept the proposed increase to the 2017 budget. Rob Coffman seconded, and the motion carried.

**E. Area Plan Budget for 2018**- The Commissioners approved the Area Plan Budget for 2018 in their meeting on August 3, 2017. After public hearings, with no input to change this request, Resolution 17-03 was submitted for approval.

**Resolution 17-03**- To allocate \$36,449 from new OAA, \$11,000 in new SCSA, and \$17,551 from unobligated carryover from previous years funding to the 2018 Area Plan Budget. These funds provide for increases to the following programs: Congregate Meals by \$20,000; Home Delivered Meals by \$10,000; Information and Assistance by \$10,000; Aging Network Chore by \$20,000; and Personal Emergency Response by \$5,000. Chris Branch made a motion to approve Resolution 17-03. Rob Coffman seconded, and the motion carried.

**Quarterly Reports**- The 2nd quarter, 2017 reports were reviewed and discussed.

**Personnel Update** -Sarah Conway accepted the Case Manager position in East Wenatchee effective 8/15/17. Charles Mabes accepted the Facility Maintenance Technician p/t in East Wenatchee effective 8/21/17. Devin McPherson accepted the IT Specialist p/t in East Wenatchee effective 9/1/17.

**Area Plan Update Planning Meetings-** Erin Nelson reported that public hearings have been completed for the area plan update. The area plan report is being completed. The report will first be reviewed by the Advisory Committee, then the Council of Governments before being submitted to the state.

**Monitoring Reports-** Jill Dempsey reviewed and discussed the monitoring report completed for Grand Coulee Dam Senior Center, Moses Lake Senior Opportunities and Services, and Okanogan Transportation and Nutrition.

**Executive Director's Report** - Bruce Buckles gave an update of the NCACH activities. He distributed the State Audit report and discussed the exit interview and the results with no findings. Ken Sterner described a recent wish granted under the Wishmaster's program and requested help from the Commissioners to promote volunteer opportunities for this program. Josh Hamilton reported that there are increased scams related to Hurricane Harvey and a 600% increase in ransomware issues targeting small businesses. Josh also discussed the new p/t IT Technician's role.

Cindy Carter adjourned the meeting at 3:20 pm.