



GOVERNING BOARD MEETING MINUTES

956 South Main Street, Colville, WA 99114

March 22, 2011

Attendance

Regular Members

Fran Bolt
 Malcolm Friedman
 Rachel Haley
 Mike Hansen
 Sue Harnasch
 Bob Heath
 Teresa Hill
 Ray King*
 Laura Merrill
 Carlin Morrow
 John Prietto
 Alison Price
 Paul Schaffner
 Bob Schwartz
 Dave Windom

Alternate Members

Don Dashiell

Staff

Kelly Charlton
 Kathy Dugan
 Barry Lamont

Guest

**Alternate Representative attending for Regular Representative*

Table of Contents

Convene, Introductions, Agenda Review, Approval of Minutes	Page 1
State and Federal Budget Crisis Overview, Committee Reports	Page 2
Inter-Agency Advisory Board / Council Reports, Governing Board Chair Report, Executive Director's Report	Page 3
Executive Director's Report (continued), New Business, Adjourn	Page 4

- Governing Board Chairperson Sue Harnasch called meeting to order at 6:09 PM and all in attendance introduced themselves.
- The agenda was revised to show Fran Bolt chairing the Planning Committee as Clancy Bauman was absent.
- The January 18, 2011 minutes were reviewed. Dave Windom made a motion to approve the minutes, Fran Bolt seconded and the motion carried.

STATE AND FEDERAL BUDGET CRISIS – Barry Lamont

Barry provided an overview of the agency's response to the state and federal budget cuts currently proposed, and also distributed a summary discussing program by program cuts. Funding levels remain unknown until budgets are passed, however, we are prepared for deep cuts. Governing Board members can use the summary as talking points in letters to legislators urging them to support Community Action.

Barry also reported that Management Team is meeting next week to discuss additional administrative cuts which will in turn save programs money.

COMMITTEE REPORTS

Executive Committee

- No meeting

Finance Committee

- **January and February 2011 Finance Reports**

Finance Committee Chairperson Mike Hansen reported that the committee reviewed the January and February finance reports. He noted that there has been a slow down in receivables which will result in a slow down of payables. Mike then motioned to approve the reports, John Prietto seconded and the motion carried.

Administrative Committee

- **Wage Freeze**

Administrative Committee Chairperson Laura Merrill reported that the step increase given to staff for 2011 has been rescinded. Any employee who received their step increase in 2011 will return to the wage they were at in December 2010 but will not have to pay back the increase they received for January and/or February's payroll. Effective immediately, no additional step increases will be given to employees. Laura motioned to approve freezing the wage scale, Malcolm Friedman seconded and the motion carried.

- **Succession Planning**

Laura reported that the Administrative Committee discussed succession planning as proposed by Barry and that the committee is very happy with where the plan is heading.

Planning Committee

- **Empire Health Foundation (Minor Home Repair, Senior Nutrition, Central Intake)**

Fran Bolt, Acting Planning Committee Chairperson, reported that the Planning Committee reviewed the three applications submitted to the Empire Health Foundation, and motioned to approve them; Laura Merrill seconded and the motion carried.

Head Start Committee

- **Monthly Data Reports, Winter Child Outcomes, Head Start and ECEAP Grant Applications**

Head Start Committee Chairperson Teresa Hill reported that the committee reviewed the program's monthly data reports, winter child outcomes and also a proposal to potentially restructure ECEAP and Head Start child slots in smaller communities. Teresa also reported that staff are being restructured which will result in a net reduction in force of three employees.

INTER-AGENCY ADVISORY BOARD / COUNCIL REPORTS

Family Support Center and Kids First Advisory Board

Family Support Center & Kids First Advisory Board representative John Prietto reported that the cut in the Crime Victim Service Center money has drastically reduced services, however, the number of domestic violence and sexual assault clients increased so they are essentially serving more clients with less money. April is Child Abuse Awareness Month and there are outreach campaigns planned.

Head Start Policy Council

Head Start Policy Council Representative Rachel Haley reported that the policy council discussed the uncertainty of funding for Head Start and ECEAP which resulted in a staffing restructure that will eliminate three positions, approved Head Start Work Plans, discussed the upcoming ECEAP program review, received a presentation regarding the mental health services in the program and a program overview for the Kinship Navigator program which provides support to grandparents raising grandchildren.

Youth.Com Advisory Council

As Youth.Com Advisory Council Kelsey Fortier was absent there was no report.

GOVERNING BOARD CHAIRPERSON'S REPORT

Head Start Continuation Grant

Between meetings the Executive Committee approved the Head Start Continuation Grant. Laura Merrill motioned to ratify approval of the grant application, Malcolm Friedman seconded and the motion carried.

City of Newport Representative

Governing Board Chairperson Sue Harnasch appointed City of Newport representative Shirley Sands to the Planning Committee.

EXECUTIVE DIRECTOR'S REPORT

- **Energy Assistance**
Executive Director Barry Lamont reported that the program is spent out in all four counties and there are clients left un-served. If other areas do not spend out their money it may come to us and we will use it to serve clients left on the waiting list.
- **ARRA Weatherization**
The ARRA Weatherization grant has ended and is spent out. We met our quota and weatherized approximately 150 homes in the four county area. We will now lose 1.5 FTE program administrative staff with this loss of funding / closing of grant.
- **National Community Action Foundation Membership**
Barry used personal time to raise \$1300 for the National Community Action Foundation (NCAF) which is the lobbying entity for community action. Increased fundraising is needed for NCAF in order to combat the proposed funding cuts for the nation's community action agencies.

EXECUTIVE DIRECTOR'S REPORT (continued)

- **Washington Counties Insurance Pool**

Washington Counties Insurance Pool (WCIF) provided employee health insurance in 2010. At that time they were self insured and their expenses and claims were over the amount collected in premiums so the difference has been assessed to participating agencies. Rural Resources share of that overage is \$28,000. The Management Team is going to look at each Division's costs and discuss ways to pay WCIF without penalizing individual employees.

- **Next Governing Board Meeting**

The next Governing Board meeting will be Tuesday, May 24, 2011. Also, as Sue Harnasch has a schedule conflict the July Governing Board meeting will be held on Tuesday, July 19, 2011.

NEW BUSINESS

- Nothing to discuss

- **The meeting was adjourned at 6:59 PM.**