



GOVERNING BOARD MEETING MINUTES

956 South Main Street, Colville, WA 99114

May 24, 2011

Attendance

Regular Members

Dennis Bly
 Fran Bolt
 Kelsey Fortier
 Malcolm Friedman
 Rachel Haley
 Mike Hansen
 Sue Harnasch
 Bob Heath
 Teresa Hill
 Ray King*
 Carolyn McKern
 John Prietto
 Paul Schaffner
 Robert Schwartz
 Diane Wear*
 Lois Farnsworth-Whysong

Alternate Members

Lisa Potter

Staff

Kelly Charlton
 Kathy Dugan
 Barry Lamont

Guest

**Alternate Representative attending for Regular Representative*

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- Governing Board Chairperson Sue Harnasch called meeting to order at 6:05 PM and all in attendance introduced themselves.
- The agenda was revised to show Fran Bolt chairing the Planning Committee as Clancy Bauman was absent, and "MATCH Community Grants Program" was added to the Planning Committee's agenda. Rachel Haley motioned to approve the revised agenda, Fran Bolt seconded and the motion carried.
- The March 22, 2011 minutes were reviewed. Fran Bolt made a motion to approve the minutes, Mike Hansen seconded and the motion carried.

AGENCY BUDGET STATUS – Barry Lamont

Barry provided an update of the projected agency funding.

- We are hearing that the Transportation budget will retain level funding although that is not official. We also received funds to replace three busses; this purchase will be fully funded and will not require match.
- We are expecting an overall 10-12% reduction in CSBG funds although we will receive some additional state CSBG dollars.
- We are also expecting a 10-12% reduction in our Adult & Long Term Care Division. We currently have a skeleton crew and the state has recently raised the caseload to 72 clients per case manager. As there are only 39 clients in Ferry County, ALTCEW is asking us to case manage out of Colville rather than pay the expense of an office and a case manager in Ferry County. We are hoping the Ferry County Commissioners will weigh in on this issue and ask ALTCEW to maintain a presence in Ferry County.
- Administration has made cuts in housekeeping, maintenance etc which in turn saves programs money as it reduces their overhead rate.
- All programs will see a dramatic savings in unemployment insurance because many of the Head Start staff will no longer work a nine month school year and then claim unemployment during the summer months. Head Start staff will now be on a twelve month salary plan (rather than nine month at an hourly wage) which will save the agency over \$50,000 in unemployment claims. This change will go into effect June 1, 2011. Head Start will level funded for the upcoming year. There has been a reduction in Head Start staff in order to stay within their budget.
- Weatherization will see a reduction although we are not yet sure of the amount.
- Employment & Training will see an 8 to 10% funding cut, which has been slowly declining since 2006, for an overall 40% cut. There has been a reduction in Employment & Training staff in order to stay within their budget.

COMMITTEE REPORTS

Executive Committee

- The Executive Committee conducted Barry Lamont's annual performance review and reported that they are very happy with his performance. As the agency rescinded its COLA earlier this year, Barry did not receive one either.

Finance Committee

March and April 2011 Finance Reports

Finance Committee Chairperson Mike Hansen reported that the committee reviewed the March and April finance reports. Mike then motioned to approve the reports, Carolyn McKern seconded and the motion carried.

Check Disbursement Resolution

This Resolution removes former Governing Board member Carol Villers and adds current Governing Board member Sue Harnasch as authorized to approve Rural Resources check disbursements. Carolyn McKern motioned to approve the Resolution, Carlin Morrow seconded and the motion passed.

COMMITTEE REPORTS (continued)

- **Governing Board Member Check Signing Authorization Resolution**

This Resolution removes former Governing Board member Carol Villers and adds current Governing Board member Sue Harnasch as authorized signers on the Rural Resources Key Bank Corporate Operating Account. Carolyn McKern motioned to approve the Resolution, Fran Bolt seconded and the motion carried.

- **Employee Check Signing Authorization Resolution**

This Resolution adds Rural Resources employee Greg Knight as an authorized signer on the Rural Resources Key Bank Corporate Operating Account. Carolyn motioned to approve the Resolution, Malcolm Friedman seconded and the motion carried.

Administrative Committee

- **No meeting**

Planning Committee

- **Empire Health Foundation - Family Support Center General Support and Family Support Center Elder Abuse Multi-Disciplinary Team Training**

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

- **MATCH Community Grants Program**

Rural Resources submitted a letter of interest for the MATCH program which would run in conjunction with other local agencies to provide funding for health education and awareness in the tri-county area. Rural Resources would act the fiscal agent and receive comensation for that function. Carolyn McKern motioned to approve the submission of the letter of interest; Lois Whysong seconded and the motion carried.

Head Start Committee

Head Start Committee Chairperson Teresa Hill reported that the committee reviewed the program's monthly data reports, program goals and objectives, organizational chart and ACF 2011 Funding Guidance.

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 an awareness campaign was conducted during April for Child Abuse Awareness month, and several fundraising projects such as a yard sale and car wash are being planned. Also, May is Elder Abuse Awareness month and staff provided prevention and awareness education to the FSC Advisory Board. A speaker has been selected for Women Making a Difference and table captains are being selected as the group gears up for this year's event.

INTER-AGENCY ADVISORY BOARD / COUNCIL REPORTS (continued)

Head Start Policy Council

Head Start Policy Council Representative Rachel Haley reported that the policy council reviewed and approved the Rural Resources personnel policies and procedures, reviewed the updated Northeast Washington Early Childhood Education organizational chart, and received an overview of the new twelve month employment and salary guidelines from Executive Director Barry Lamont.

Youth.Com Advisory Council

Youth.Com Advisory Council representative Kelsey Fortier reported the program's grants will end in October which if not refunded could mean an end to the program. Staff are applying for grants but won't hear if they were selected for funding until August. Approximately 200 people (girls, parents and volunteers) participated in this year's Girl Power event

GOVERNING BOARD CHAIRPERSON'S REPORT

No report

EXECUTIVE DIRECTOR'S REPORT

- **Energy Assistance**
Executive Director Barry Lamont reported the number of households and total dollars spent in Ferry, Lincoln, Pend Oreille and Stevens counties. He also reported that out of a \$2,205,000 total budget they still have \$250,000 left to spend on pending appointments by the end of June.
- **Head Start Salary Change**
Barry distributed a copy of the memo sent to all Head Start staff regarding the change from an hourly wage to a twelve month salary. Head Start employees moved from hourly to salary wages will no longer be able to collect unemployment benefits when laid off during summer months.
- **Head Start Federal Share Waiver**
The Head Start program requested a waiver from federal Head Start on the amount of in-kind expected to collect as we do not anticipate being able to meet their requirements for the upcoming school year.
- **Next Governing Board Meeting**
The next Governing Board meeting is rescheduled to Tuesday, July 19, 2011 from the regularly scheduled date of July 26th. This will be the annual Governing Board dinner and will be held at Lovitt Restaurant.

NEW BUSINESS

- Nothing to discuss
- **The meeting was adjourned at 7:07 PM.**