

**MINUTES OF THE
NORTHWEST REGIONAL COUNCIL**

APRIL 23, 2020

<https://global.gotomeeting.com/join/785455973>

BOARD MEMBERS: Island County Commissioners Helen Price Johnson and Jill Johnson, San Juan County Councilmembers Jamie Stephens and Rick Hughes, Skagit County Commissioners, Lisa Janicki and Ron Wesen, Whatcom County Councilmember Carol Frazey and Whatcom County Council Executive Satpal Sidhu

STAFF: Dan Murphy, Aly Horry, Amanda McDade, Cindy Madigan, Kristine Glasgow, Melody Woodrich-Fernando, Pat Elwell, Ryan Blackwell,

PUBLIC: Barb Pesola, San Juan County, NWSSB Chair

The meeting was called to order at 10:00AM.

Approval of the Minutes, Regular Meeting Dec. 5, 2019

Whatcom County Councilmember Carol Frazey moved and Island County Commissioner Jill Johnson seconded to approve minutes of the December 5, 2019 regular minutes. The Motion carried.

Regular Agenda

a) NWRC COVID-19 Responses

Referencing presentation materials "NWRC COVID-19 Responses," Executive Director Dan Murphy provided an overview of NWRC's response to COVID-19 response guidelines. Priorities for the agency include:

- Protecting NWRC employees and their households
- Protecting the clients we serve and their providers, with a priority on those most at risk

Discussion followed around the usage and distribution of personal protective equipment (PPE), and the need to strengthen current systems and programs to help meet the current needs during this pandemic.

Care Management Director Amanda McDade, Community Programs Manager Melody Woodrich-Fernando, Non-Emergent Medicaid Transportation (NEMT) Manager Aly Horry, Operations Director Kristine Glasgow, and Health & Human Services Planner Ryan Blackwell provided updates on their programs, highlighting the COVID-19 response adjustments being made. Discussion followed.

b) Distribution of COVID-19 Related Older American's Act Funds

The proposed plan for distribution of the increase in emergency Older American's Act (OAA) funds, which was reviewed by and approved by NWRC's advisory board was

presented. Discussion followed.

Whatcom County Executive Sidhu suggested to increase the reserve from 10 to 15%. Island County Commissioner Price-Johnson agreed and suggested the reserve increase come from NWRC's share.

San Juan County Councilmember Jamie Stephens moved and Island County Commissioner Helen Price-Johnson seconded that the NWRC Board authorizes acceptance of \$1,399,293 into the disaster relief line of the NWRC budget, that 5% be used to cover administrative costs, 10% be held in reserve, plus an additional 5% of reserve from the NWRC share and the balance distributed to major providers based on their current share of Older American's Act and Volunteer Services funding, except that the share of Whatcom County Council on Aging funding attributable to services in San Juan County be allocated to San Juan County. Discussion followed. The Motion carried.

Whatcom County Councilmember Carol Frazey moved and San Juan County Councilmember Rick Hughes seconded that the NWRC Board authorizes the Executive Director to review provider plans for the use of the emergency funds, amend contracts to disburse these funds immediately, and requires the Executive Director to report on progress and submit any related budget amendments to the NWRC Board at its July meeting. The Motion carried.

c) Signatory Authority for NWRC Documents

The DocuSign platform was offered as something to consider for the future. Discussion followed.

Motion was made by Skagit County Commissioner Lisa Janicki and seconded by Island County Commissioner Helen Price-Johnson that the NWRC authorizes Whatcom County Executive Stapal Sidhu and Councilmember Carol Frazey to sign NWRC documents, as needed on behalf of the NWRC Chair. The Motion carried.

d) Topics for July 23 NWRC Board Meeting

Agenda items for the July meeting will most likely include routine items, vouchers, supplemental budget, staffing adjustments, etc. Revenue projections and anticipated shortfalls will need to be reviewed. Ceasing support of the NWLEARN will be recommended at the July meeting for the council's consideration.

Other Issues

County Info Sharing

Members shared COVID-19 response activities within their counties as well as concerns over fund raising efforts for non-profits in the community negatively impacted by the pandemic.

Announcements

There were no announcements.

Adjournment

There being no further business, the meeting adjourned at 11:58 AM.

Prepared and submitted by:

Patricia F. Elwell, HR/Office Manager