



COG Meeting Minutes
July 25, 2025

Members present: Commissioner Brian Nichols,
Members present by phone/Zoom: COG Chair Commissioner Lori Zoller, COG Vice Chair
Commissioner Dan Cothren, Councilor Wil Fuentes

Members absent: Commissioner Ferrell

Members Excused:

Alternates present:

Staff present: Mike Reardon, Claire Steiner, Karen Wolfe, Christina Marneris

Advisory Council member present: none

Visitors present: Erik Young

The meeting was called to order at 1:02 p.m. by Chair Zoller.

The Pledge of Allegiance was recited.

1. Agenda Review: No changes. Commissioner Cothren moved to approve the agenda, COG
Chair Zoller seconded. Motion passed

2. Introductions were conducted.

3. Review of Minutes: Karen noted she made a couple more typo corrections. **Commissioner Zoller moved to approve the May 30, 2025 minutes. Commissioner Cothren seconded the motion. Motion carried.**

3. Public Comment (3-minute limit): none

4. Anniversary Recognition. Mike shared the purpose of the anniversary recognition. Erik Young, ten years, was not in the office today.

5. Advisory Council: Christina reported in June the AC met in Skamania County and Maria updated everyone on the senior services available in the county. They contract with us on Information, Transportation and nutrition. They also do a health and wellness program, which Christina complimented them on. The Chef at the Senior Center maintains a donated garden plot for fresh produce for the meals.

Roberta Doster, Skamania County, was elected to serve on the Advisory council, effective August 1, Commissioner Cothren moved to approve her joining the Council. COG chair Zoller seconded. Motion passed.

Dave Worden of Cowlitz County, was also elected to serve on the Advisory council effective August 1. Commissioner Cothren moved to approve her joining the Council. COG chair Zoller seconded. Motion passed.

6. Review of Financials. Claire reviewed the May 2025 payments of \$2,757,171. Pretty close to the 12 month average. Made a payment to Walter Consulting for the new SAGE Impact accounting software for our first year of service. June 2025 payments were \$2,659,532. Nothing noteworthy in the June payments, close to the 12 month average.

Commissioner Cothren moved to approve the May 2025 payments of \$2,757,171 and the June 2025 payments of \$2,659,532. Commissioner Zoller seconded the motion. Motion carried.

Claire reviewed the April and May income and balance sheets. April Balance sheet was close to normal. A/R will be inflated for April and will go down for the rest of the year. April state of revenue a bit over budget in revenue and a bit under budget in expenditures, with a \$11k+ surplus. April federal dollars will start decreasing. May balance sheet: Assets to liabilities are strong. Cash position will start seeing an increase in May. May revenue and expenditures: Slight decrease in Federal funding and state funding. We have spent down some of our State funding.

Claire reviewed the May 2025 Fiscal dashboard pages, which recap the previous financial statements in graphic form. YTD revenue and expenditures in graphic form; excess of revenue over expenditures. In March we began seeing the COLA increases. Caseloads by type: TXIX caseloads have a slight increase. Community Services data should show up next month. YTD expenditure by Type – wages & related about 55%, contractors about 25%. 12 month Cash payments by type showing May and June are typical monthly payments. Fund Balance staying in the \$17.8M range. Net Income dashboards show the breakout of revenue by programs and admin. YTD revenue shows 51% from Medicaid.

Claire presented the amended updates to the Fiscal Policy and Procedures, effective June 1, 2025. After the May COG meeting Fiscal noted they had missed a section of authorized purchase levels for the supervisors band. Also amended the asset tracking process, which updates the responsibilities between IT and Fiscal.

Commissioner Cothren moved to approve the amended Fiscal Policy and Procedures updates, retroactive to June 1, 2025. Commissioner Zoller seconded the motion. Motion carried.

7. Director's Report.

- Mike shared slides regarding the impact of the OBBBA.
- Mike called out the wildfires in our service area and clients that are impacted. We stay in contact with county senior services to ID and help those that need to be evacuated. Commissioner Zoller noted the transportation system helped yesterday.
- SAO Audit has started and will run through early August.
- Longview office tenant improvements should run through September/early October. Some additional costs have come up and the owner has split the costs and/or will do some rent adjustments.

- WA State LTCOP in Federal Way approached us to take over running the program in Pacific County. Volunteers go out to LTC facilities and ensure residents are protected and complaints are being addressed. Neil Degerstedt, our Long Term Care Ombudsman, has reported it's going well so far.

Mike reported on the following topics:

- W4A, Legislative, and USAging advocacy
- Contracts report – new contract with WA Cares. Provider development and beneficiary outreach and services.
- Small Claims issue with a previous employee – We went to mediation recently, which was unsuccessful. Next step will be to go to Small Claims Court, without attorneys. The judge will hear both sides and make a decision, which will become part of the public record. We have informed our insurance company and are meeting with an attorney for guidance.
- Communications Report – Mike reported on our mentions in local news. He was honored by the Clark County Senior Heroes last week with the Pat Jallotta Leadership and Lifetime Achievement award.

8. SOPPADA #2025-1 and SOPPADA #2025-2.

SOPPADA #2025-1, To Establish Employee Recognition Policy. Mike described the SOPPADA for the employee recognition policy for anniversaries and the Penny Black Awards.

Commissioner Cothren moved, and Councilor Fuentes seconded to approve SOPPADA #2025-1. Motion passed.

SOPPADA #2025-2, To Establish Employee Contests and Competitions Policy. Mike explained the types of competitions and contests we want to memorialize as a policy. Shared the Walking Challenges every summer.

Commissioner Cothren moved, and Councilor Fuentes seconded to approve SOPPADA #2025-2. Motion passed.

9. Good of the order: none

10. Adjourn. There being no further business, **Commissioner Cothren moved, and Councilor Fuentes seconded to adjourn the meeting. Motion carried.** The meeting was adjourned at 2:02 p.m.