



Governing Board  
Memorandum GB22-27  
October 28, 2022

Meeting Notice of the Aging & Long Term Care of Eastern Washington (ALTCEW)  
Governing Board  
Meeting notice of Friday, November 4 2022, at 1:30 P.M.

Notice is hereby given by the **Aging & Long Term Care of Eastern Washington (ALTCEW)** Governing Board that a meeting for the Governing Board on November 4, 2022 will commence at 1:30 P.M. at 1222 N Post St, Spokane, WA 99201.

The meeting will be conducted in-person and open to the public with board members, staff and presenters attending in-person.

Additional remote access will be provided for participants and members of the public who may wish to attend remotely. To attend the Governing Board meeting, dial 346-248-7799 and enter Meeting ID 864 3397 5112 and password 735012 when prompted.

If the Zoom phone number dialed is busy due to increased demand, participants can dial one of the following alternative numbers.

669-900-6833	253-215-8782	929-205-6099
312-626-6799	301-715-8592	

Individuals who wish to submit written comment on any agenda items to be considered for final action by the Governing Board at the meeting may submit their written comments by 10:00 am on November 3, 2022, by emailing at [action@altcew.org](mailto:action@altcew.org) and indicating "Public Comment" in the Subject line.

**NOTICE:** This meeting is open to the public to attend as described above. **AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION:** ALTCEW is committed to providing equal access to its facilities, programs and services for persons with disabilities. Individuals requesting reasonable accommodations or further information may contact Khristina Scheideler, ADA Coordinator, at least 5 days before the meeting date, at (509) 458-2509 or at [action@altcew.org](mailto:action@altcew.org). Persons who are deaf or hard of hearing may contact the Washington Relay Service at 7-1-1.

1222 N. Post St. | Spokane, WA 99201 | TEL 509-458-2509 | FAX 509-458-2003

[WWW.ALTCEW.ORG](http://WWW.ALTCEW.ORG)

ADVOCACY. ACTION . ANSWERS.

SERVING: Northern Ferry, Pend Oreille, Spokane, Stevens & Whitman counties

**AGING & LONG TERM CARE OF EASTERN WASHINGTON**

**GOVERNING BOARD MEETING NOTICE**

November 4, 2022

1:30p.m.

Hybrid – 1222 N Post St, Conference Room C, and via Zoom

**I. CALL TO ORDER/INTRODUCTIONS – Art Swannack, Chair**

Action Item

A. Review/Acceptance of November 4, 2022, Governing Board Meeting Agenda – Art Swannack, Chair

B. Reports

1. Chair’s Report

2. Executive Director’s Report – Lynn Kimball

3. Planning and Management Council Report – Cy Parker, PMC Chair

Action Item

**II. CONSENT AGENDA**

A. Review/Acceptance of minutes of the August 5, 2022, Governing Board meeting

B. Acceptance of ALTCEW personnel and accounts payable expenditures of \$5,041,555.41 for the third quarter of 2022.

**III. REGULAR MEETING AGENDA**

A. Briefing on contractor issue – Lynn Kimball, Erin Williams

Action Item

B. Review/Acceptance of ALTCEW third quarter financial statements from January 1, 2022, to September 30, 2022 – Erin Williams

Action Item

C. Ratify Vice Chair signature on contracts – Lynn Kimball

Action Item

D. Review/Action on services out to bid and contract extensions – Erin Williams

Action Item

E. Review/Action on PMC recommendation for approval of the 2023 General Operating Budget for ALTCEW Administration and Direct Program Services – Lynn Kimball and Erin Williams

Action Item

F. Review/Approval of applications for PMC volunteer terms of membership (Community Representative Category) - Cy Parker

Action Item

G. Review/Approve appointment to SAFE Board – Lynn Kimball

Action Item

H. Review/Action on Governing Board meeting dates for 2023  
– Lynn Kimball

Action Item

I. Review/Action on contract extension for Bathing Assistance/Limited  
Home Care services in Spokane County for 2023 - Erin Williams

J. Review/Discuss merit increase for the ALTCEW Executive Director and  
salary comparison information – Art Swannack

Action Item

K. Motion to Adjourn