



# Aging & LONG TERM Care OF EASTERN WASHINGTON

TO: Members, Planning and Management Council (PMC)  
 FROM: Cy Parker Chair, Planning and Management Council  
 SUBJECT: ALTCEW Planning and Management Council Meeting Notice, Agenda, and Background Information for the February 24, 2023 Meeting

Notice is hereby given by the **Aging & Long Term Care of Eastern Washington (ALTCEW)** Planning and management Council February 2023 meetings 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.

<p><b>February 23, 2023</b>  <b>10:30 a.m. – Nominating Committee meeting</b>          1222 N Post St, Spokane, WA 99201</p> <p>Remote access:          dial 346-248-7799 and enter          Meeting ID 882 7089 4786 and password 408045</p>	<p><b>February 23, 2023</b>  <b>1:00 p.m. – Executive Committee meeting</b>          1222 N Post St, Spokane, WA 99201</p> <p>Remote access:          dial 346-248-7799 and enter          Meeting ID 819 3758 0667 and password 591446</p>				
<p><b>February 24, 2023</b>  <b>10:00 a.m. – Planning and Management Council</b>          1222 N Post St, Spokane, WA 99201</p> <p>Remote access:          dial 346-248-7799 and enter          Meeting ID 867 9765 6210 and password 534640</p>	<p>If the Zoom phone number dialed is busy due to increased demand, participants can dial one of the following alternative numbers.</p> <table border="0"> <tr> <td>669-900-6833</td> <td>253-215-8782</td> </tr> <tr> <td>312-626-6799</td> <td>301-715-8592</td> </tr> </table>	669-900-6833	253-215-8782	312-626-6799	301-715-8592
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Individuals who wish to submit written comment on any agenda items to be considered for final action by the PMC at the meeting may submit their written comments by 10:00 am on February 23, 2023 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.

AGING & LONG TERM CARE OF EASTERN WASHINGTON  
Planning and Management Council

MEETING NOTICE

Planning and Management Council Meeting  
Friday, February 24, 2023  
10:00 a.m.

AGENDA

10:00 – 10:45 am

- I. Call to Order and Welcome – Cy Parker, *PMC Chair*
- II. Housekeeping and ground rules for Zoom meeting
- III. Executive Director’s Report
- IV. *Special Presentation: Community Living Connections Program Updates: Check and Connect and Star-C, Dawn Matlock and Jessica Lehman, ALTCEW staff*

10:45 am – 11:45am

- V. Committee meetings:
  - A. Advocacy Committee
  - B. Planning and Resources Committee
  - C. Services Quality Assurance (SQA) Committee
  - D. Joint SQA and Planning and Resources Committee

11:45 am – 12:00 pm Break

12:00 pm – 12:30 pm

- VI. Annual Meeting Business
  - A. Election of Officers – Mary Giannini
    - 1) Presentation of recommendation regarding slate of PMC officers (Chair and Vice Chair to be nominated for 2023 – Mary Giannini
    - 2) Nominations from the Floor

Action Item

3) Election of Officers for 2023

B. Recognition of outgoing PMC Chair, Cy Parker

C. Recognition of 2022 PMC Committee Chairs

- Karen Kiessling, Advocacy
- Mary Giannini, Nominating
- Dan Mortensen, Planning/2022 Vice Chair
- Kent Moline, Services Quality Assurance

VII. New Business

Action Item

A. Review/Approval of February 24, 2023, meeting agenda

Action Item

B. Review/Approval of January 27, 2023, meeting minutes

VIII. Committee Reports and Action Items

A. Committee Reports

1. **Executive Committee Report:** Cy Parker, Chair

- (a) Report on Committee Activities
- (b) Report on February 10 Governing Board meeting

2. **Nominating Committee Report:** Mary Giannini, Chair

- (a) Report on Committee Activities

3. **Planning and Resources Committee Report:** Dan Mortensen, Chair

- (a) Report on Committee Activities

4. **Services Quality Assurance (SQA) Committee Report:** Kent Moline, Chair

- (a) Report on Committee Activities

5. **Joint SQA and Planning and Resources Committee Report:** Dan Mortensen,  
Chair

- (a) Report on Committee Activities

Action Item

(b) Review/Recommend adoption of the 2023 procurement schedule and issue requests for proposals for 2024

6. Advocacy Committee Report: Mary Giannini, Chair

- (a) Report on Committee Activities

IX. Other New Business

- A. Senior Assistance Fund (SAFE) Update – Jean Kindem
- B. State Council on Aging Report – Karen Kiessling, Jean Kindem, Bob Scarfo
- C. Open MIC Session: *Announcements, questions, concerns of interest relating to seniors and persons with a disability*
- D. Other
- E. Adjournment

Action Item

NOTE: Next PMC meeting date is March 24, 2023