



Governing Board
Memorandum GB24-01
February 2, 2024

Meeting Notice of the Aging & Long Term Care of Eastern Washington (ALTCEW)
Governing Board
Meeting notice of Friday, February 9, 2024, 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 February 9, 2024, 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 827 5678 5075 and password 166490 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 February 8, 2024 by emailing at 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. 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

ADVOCACY. ACTION . ANSWERS.

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

AGING & LONG TERM CARE OF EASTERN WASHINGTON

GOVERNING BOARD MEETING NOTICE

February 9, 2024

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 February 9, 2024, Governing Board Meeting Agenda – Art Swannack, Chair

B. Annual Meeting Business,

1. Call for Nominations from the floor

Action Item

2. Election of Governing Board officers for 2024

3. Comments from Chair and Vice Chair

C. Reports

1. Chair’s Report – Art Swannack

2. Executive Director’s Report – Lynn Kimball

3. Planning and Management Council Report – Kent Moline, PMC Vice Chair

Action Item

II. CONSENT AGENDA

A. Review/Acceptance of minutes of the November 9, 2023, Governing Board meeting

B. Acceptance of ALTCEW personnel and accounts payable expenditures of \$6,217,478.97 for the fourth quarter of 2023.

III. REGULAR MEETING AGENDA

Action Item

A. Review/Acceptance of ALTCEW fourth quarter financial statements from January 1, 2023, to December 31, 2023 – Erin Williams

Action Item

B. Ratify Vice Chair and Chair signature on contracts – Lynn Kimball

Action Item

C. Review/Approval of updated special conditions of award for contracts with Rural Resources Community Action – Erin Williams

Action Item

D. Review/Approval of updated signature authority – Lynn Kimball

Action Item

E. Review/Approval of update to agency personnel policies

– Lynn Kimball

F. Update on construction costs for office relocation - Erin Williams

Action Item

G. Motion to Adjourn