Adult Family Home Council
OF WASHINGTON STATE

2/24/17 Minutes from the executive board meeting
10 AM Public Comment
No public comment was made
Agenda

1. Call meeting to order/Quorum
   Meeting was called to order at 10:10am
   Quorum determined absent was Gene Nassen and Bonnie Bruce
2. Approval of minutes
   Minutes were submitted and approved without amendment
3. Welcome and introduction of proposed region three delegate
   a. Discussion with proposed delegates
      Colleen Crawford was introduced as the potential appointee for the vacant Region 3 position.
   b. Appointment of delegate
      It was moved and second to appoint Collen as the new Region 3 delegate. Her term will end December 31, 2017
      A voice vote was held unanimously approving her for the vacant position
4. Fiscal report
   a. Fiscal report was provided by the executive director and finance committee. Our revenue continues to lag behind the projected budget as membership numbers have only improved minimally. Board members discussed the investment into a membership coordinator.
5. Nomination of board officers
   Delbert Miles was recognized for his contributions as board chair from 2013-2017
   Nominations and elections were held for the four board officer positions.
   Nominations were as follows
   Board Chair: Gene Nassen
   Vice Chair: Dorothy Schlimme
   Treasurer: Rey Aquinde
   Secretary: Delbert Miles
6. Election of Board Officers
   Since there was only one candidate for each position, a motion was made and seconded to adopt the slate of officers as nominated. It was unanimously passed with a voice vote.
7. Collective bargaining update
   a. ULP hearing rescheduled for April 14th
   b. John met with OFM regarding impact of I1433. The state feels they cannot bargain this issue until the state budget is adopted.
8. Legislative update
   a. Updates on the status of current legislation were discussed.
   b. Legislative coordinator discussed the outlook for the state budget, likely sometime after March 20th.
   c. We are optimistic on funding for the CBA and additional monies being allocated for the I1433 impact.
9. Chapter Update

   a. Communication and organizational challenges exist with all chapters. Of the 11 listed on our website only 5 are active. Serving approximate 20-25% of the membership.
   b. There is interest in redefining what a chapter is, how it is funded and how they are managed.
10. Spring Conference
   a. Spring Conference will include 3-4 hours of CE from DSHS regarding HCBS rules, ETR changes, CI, mileage, and other CBA provision. One hour of updates related to the state of the adult family home industry. The remaining 2 hours will include training provided by the council. Topics may include writing an effective ETR.
11. Communications and Marketing Coordinator position
   a. Interviews are scheduled for 2/27/17
   b. While behind budgeted revenue, and with reductions in spending, the creation of this new position will be an intended investment. The position, if offered, will be a project position, with the hope of developing into a permanent position.
   c. Board concurred that this position is needed and left the hiring to the discretion of the executive director.
12. Meeting was adjourned at 2pm

After the formal board meeting, a discussion of committee assignments was held and resulted in the following committee assignments.

Labor Committee: Tabby, Kim, Dorothy, Del*, Jeannie, Amelia [Staff: John]
Board Development Committee: Patti*, Geno, Amelia [Staff: John]
Legislative Committee: Bonnie*, Tabby, Del, Colleen [Staff: Maria]
Executive Review Committee: Tabby, Patti, Geno*, Jennie
Education/Regulatory Committee: Bonnie, Kim, *Colleen [Staff: Karen]
Finance Committee: Kim, Jeannie, Geno, Rey* [Staff: Bryon & John]
*indicates committee chair

Committee meetings were also assigned to corresponding monthly board meeting schedule as follows.

- April – Education and Board Development
- May – Legislative and Board Development
- June – Executive Review, Board Development, Education
- August – Executive Review
- October – Legislative
- December – Legislative

Finance Committee meets one hour prior to every board meeting. Additional committee meetings may be added at the discretion of the chair.