



**10:00 a.m. – Noon, Tuesday July 19, 2016**  
**Meeting summary, Association Meeting**  
**Lutheran Community Services**  
**4040 South 188<sup>th</sup> Street, SeaTac WA 98188, 3<sup>rd</sup> Floor**

<b>Members Present:</b> Tom Rembiesa, Chuck Cole, Charlotte Booth, Paulette Caswell, Brian Carroll, Rod Johnson, Linda Thomas, Greg Dootson, Carol Almero, Kris Sanborn, Jeff Clare, Kristen Zinsky, Karen Brady, Joanne Stimson	<b>Members on phone:</b> Mike Canfield, Seth Dawson, Laurie Lippold
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Agenda Item	Discussion	Decisions
<b>1. Call to order – Check in (5 min.)</b>	<ul style="list-style-type: none"> <li>• Chuck Cole asked what division his agency’s work falls under now that the Janus Youth Programs has no BRS beds; only HOPE beds and CRCs funded by the Dept. of Commerce. Besides a decline in referrals he sees a lack of communication between the Dept. of Commerce and DSHS. He would also like to know which members have CRC’s and Hope beds.</li> <li>• Paulette would like to see more focus on adoption specific issues, either as a separate division or as a stated focus of the CPA Division.</li> </ul>	The meeting was called to order at 10:00 a.m.
<b>2. Review of minutes of the June meeting (5 min.)</b>		There was a motion and a second to approve the minutes as written. The motion carried.
<b>3. Financial Report (5 min.)</b>	Jessie was not able to attend. The bank balance is approximately \$24,000. Annual dues are still coming in.	
<b>4. Discussion on Public Policy Committee &amp; Legislative Agenda (45 min.)</b>	<p>Looking ahead we need to determine what our Public Policy Committee will look like and how we’re going to interact with CWAC and our lobbyists during session. Also, how we will interact with the Dept. of Commerce. Brian stressed that the Public Policy Committee will need to have constant review of the CWAC agenda.</p> <p>We need to determine who will be on the committee with Brian. Hoping to keep the committee lean and efficient. It was discussed that division chairs would be members of the Public Policy Committee.</p>	Divisions are to bring their legislative and administrative priorities to Brian and the Public Policy Committee after their early August division meetings.

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	On the national front, the Families First legislation passed the House of Representatives. It still needs to pass through the Senate.	Brian will get Linda the legislation to post on the WACF website.
<b>5. Approve annual budget (10 min.)</b>	<p>The 2016-2017 annual budget hasn't been completed yet. Tom asked for additions or changes to the new budget. Some suggestions presented were:</p> <ul style="list-style-type: none"> <li>• Food/refreshments for trainings</li> <li>• Cost of training facilities (Food and Facility fees for trainings may be able to go under the Events line item?)</li> <li>• \$350 application fee for WACF to become state approved educator (supply CEU's)</li> <li>• Legal fees</li> <li>• Recruitment/marketing materials</li> </ul>	The 2016-2017 annual budget will be presented at the August 16 <sup>th</sup> association meeting.
<b>6. Review WACF Annual Calendar (15 min.)</b>	It was suggested that we should add legislative session and CA budget deadlines to the WACF Annual Calendar as well as deadlines for divisions to get legislative and administrative priorities to Public Policy Committee.	
<b>7. Review WACF Statement on Network Administrator RFP (15 min.)</b>	Tom distributed a copy of the memo that was sent to Jennifer and Ruth Kagi on 7/18/16 regarding a RFP for Network Administration.	Linda will get the letter posted to the WACF website Membership Resource Page by 7/20/16.
<b>8. Division Reports (20 min.)</b>	<p><b>BRS</b> – Nothing to report</p> <p><b>FPSS</b> – Charlotte reported that they had their first meeting under their new leadership last week and a special meeting with Tim Kelly. Tim talked about another mandatory (day and a half) training for all in home service providers on how to use the CANS in a culturally responsive way. It was decided that only the in home supervisors will be required to attend.</p> <p><b>CPA</b> – Jeff reported that CPA division spent a lot of time on their agency announcements and membership recruitment. Kristen Zinsky agreed to be the Vice Chair of the CPA Division.</p>	
<b>9. Adjournment</b>		The meeting was adjourned at 11:40 a.m.