

OREGON CASCADES WEST COUNCIL OF GOVERNMENTS
FINANCE COMMITTEE MEETING MINUTES
July 20, 2017

MEMBERS: Mayor Sharon Konopa, Albany; Commissioner Anne Schuster, Benton County; Mayor Biff Traber, Corvallis; and Councilor Bob Elliott, Lebanon.

STAFF: Executive Director Fred Abousleman; Deputy Director Lydia George; Senior and Disability Services (SDS) Program Manager Randi Moore; Community Service Program (CSP) Manager Jennifer Moore; Community and Economic Development (CED) Program Manager Brenda Mainord; Finance Manager Janet Cline; and Administrative Assistant Jennifer Kelley.

GUESTS: Senior Services Advisory Council (SSAC) Vice-Chair Saleem Noorani.

The Oregon Cascades West Council of Governments' (OCWCOG) Budget Committee Meeting was called to order by Vice-Chair Sharon Konopa at 1:04 pm on July 20, 2017 at the Cascades West Center in Albany.

1. Minutes of Previous Meetings

Councilor Bob Elliott motioned to approve the minutes of the May 18, 2017 Finance Committee meeting, Mayor Biff Traber seconded. Motion passed unanimously.

Mayor Traber motioned to approve the minutes of the May 18, 2017 Budget Committee meeting, Commissioner Anne Schuster seconded. Motion passed unanimously.

2. Financial Report

Finance Manager Janet Cline stated that the current budget is trending at around 91% of the annual budget through May. A correction was made on the presented Snapshot –Year to Date (YTD) through March should read YTD through May.

Mayor Traber asked about YTD donations. Finance Manager Cline stated that donations are currently at 127.15%, due mainly to larger than anticipated *Meals on Wheels (MOW)* contributions.

Mayor Traber asked whether some line items are behind due to payment schedules. Finance Manager Cline stated that this is accurate, and these items should catch up at the end of the Fiscal Year (FY). If they do not, an amended budget is completed.

Commissioner Schuster asked about the amount of donations typically received for *MOW*. Executive Director Fred Abousleman stated that OCWCOG sometimes receives up to \$1 million in *MOW* donations, however the amount is typically lower. He added that there is some automatic funding for *MOW* due to the Older Americans Act (OAA), with additional funding beyond that base amount going to additional *MOW* services, such as weekend meals.

Commissioner Schuster asked what budget would be needed if *MOW* were to be able to do everything needed within the community. Executive Director Abousleman stated that CSP Manager Jennifer Moore is currently working on a strategy for this, but current projections are \$500,000 - \$700,000 in additional dollars. He added that there are potentially untapped funding sources, such as foundations, community support, and private support. Additionally, *MOW* has unassociated costs, such as vehicles and meal sites, which all require funding.

Commissioner Schuster stated that there is a need for more services. Executive Director Abousleman agreed, and stated that the need is growing.

Chair Konopa asked about the “Loan Admin Expo” line on Page 11 of the Agenda Packet, which was listed as 134% over-budget. Executive Director Abousleman explained that when OCWCOG’s *Business Lending* program lost contracts to provide U.S. Small Business Administration 504 Loans (504 Loans), they took their portfolios, which amounted to around \$130,000/year. At that time, the Board was asked to allow a transfer of funds to cover *Business Lending*’s expenses, until 504 Loan contracts could be regained.

Mayor Biff Traber asked where the funds had transferred from. Executive Director Abousleman stated that funds are transferred from General Administration or a general reserve. He stated that funds were gathered to cover the deficit from last FY, and will likely also need to cover this FY.

Commissioner Schuster asked about the Beginning Balance on Page 9 being over-budget. Executive Director Abousleman stated that the imbalance is on the revenue side, indicating it was incoming funding, likely that we did not anticipate. He stated that these funds will rebalance when carry-forwards are rebalanced. He added that donations have been higher than anticipated, as well as loan and bank interest, and other revenue services.

3. Other Business

Executive Director Abousleman stated that SDS Program Manager Randi Moore had been going through State allocations, and OCWCOG’s allocation should be approximately what was budgeted. Executive Director Abousleman stated that OCWCOG will be sending a letter to our delegation, thanking them for their work. OCWCOG had anticipated significant cuts, but Medicaid and OAA programs were kept as whole as they could have been.

Mayor Traber noted that the provider fee legislation may be referred to voters, and asked whether funding could be delayed. Executive Director Abousleman stated that allocations are always in flux, but for the purposes of State funding, OCWCOG feels confident that what was budgeted can move forward. He added that Medicaid, Adult Protective Services, and *Oregon Project Independence (OPI)* would have taken the biggest hits.

Commissioner Schuster asked about funding for *OPI*, as it was projected to receive substantial cuts. Executive Director Abousleman stated that it had been fully funded, through lots of advocacy.

SSAC Vice-Chair Saleem Noorani stated that an advocacy group consisting of *OPI* and SSAC members had created a profile of six recipients of *OPI*, including a 92-year-old woman living by herself in Sweet Home. This document was sent out to legislators, and then subsequently referenced during in-person follow-up.

Chair Konopa and Executive Director Abousleman thanked SSAC Vice-Chair Noorani for this group’s work.

4. Adjournment

The meeting adjourned at 1:16 pm.

Minutes recorded by Jennifer Kelley.