

OLYMPIC REGION CLEAN AIR AGENCY
2940 Limited Lane NW
Olympia, Washington 98502

Finance Committee Meeting – hybrid via zoom

November 9, 2022

Members Present: Jim Cooper, City of Olympia
Randy Neatherlin, Mason County (via Zoom)
Jill Warne, Grays Harbor County (via Zoom)

Members Absent: Greg Brotherton, Jefferson County (Chair)

Legal Counsel:

Staff Present: Jeff Johnston, Executive Director; Lynn Harding, Financial Services Manager,
Dan Nelson, Communications Manager; and Debbie Moody, Office
Manager/Public Records Officer

The meeting was called to order at 9:02 am. Cooper noted Brotherton is not in attendance.

APPROVAL OF AGENDA

Cooper asked for consensus approval of the agenda. There were no objections.

APPROVAL OF MINUTES

Cooper asked for approval of the Minutes of September 14, 2022. Neatherlin moved for approval, the motion was seconded and carried unanimously.

FINANCE REPORT

FY2023 First Quarter Report

Harding noted we have received \$929,125 in revenue (30%). Harding went over several line items, noting while some funds come in monthly, many of our funds come in quarterly.

Harding noted we have spent \$650,790 in expenditures (22%). Harding went over several line items, noting some expenditures are paid up front. Harding noted the final payment for our building will be made December 1, 2022.

Harding continued with the Fund Balance sheet. Harding noted we started the fiscal year with \$2,026,489. The current balance, after revenue and expenditures is \$2,304,824. Harding went over the contingency funds noting the restricted balance is \$865,782 and the unrestricted balance is \$1,548,062.

Harding noted the WA Cares was delayed and is now beginning on July 1, 2023. There have been changes to the law and the employees are slated to pay the premiums at 0.581%. Cooper asked what the total cost for our staff. Harding noted it would be just under \$10,000 for 16 staff. Cooper asked if we are also paying the employee portion of Paid Family & Medical Leave (PFML). Harding noted that is correct. Cooper noted we can consider the WA Cares payment into the next budget cycle. Staff agreed. Harding did add of our 16 employees, 5-7 are exempt from paying premiums on the WA Cares. Cooper noted a discussion will need to take place to assure equity for all staff.

There was nothing further for the committee.

The meeting adjourned at 9:23 am.

CERTIFICATION

I hereby certify this is a true and correct copy of the minutes of the meeting of the ORCAA Finance Committee held hybrid, via Zoom, on November 9, 2022, in Olympia, Washington.

ATTEST:



Jeff C. Johnston, Executive Director
Olympic Region Clean Air Agency

Jim Cooper, in for Chair Brotherton
ORCAA Finance Committee

DATED: 2/8/2023