

**KITSAP COUNTY  
LEOFF 1 DISABILITY BOARD  
MINUTES**

**Date:** February 18, 2025  
**Time:** 10:30-11:30am  
**Location:** County Administration Building  
**Meeting:** Port Blakely Conference Room

Present: Commissioner Root, Don Lutes, Ed Boucher, Eric Worden, Tim Anderson-via Teams, Jammie Clark, and guest member, Les Cline.

**Purpose: Welcome new board members and new business.**

Welcome Commissioner Root and Eric Worden as part of the Board.

Don Lutes gave a brief history and overview of LEOFF 1 for new board members.

Don Lutes requested a list of current LEOFF 1 members. Clerk will have this at next meeting.

New Business: Membership fees being charged at providers for members. Should this be a covered item?

Motion made to treat the fee as a co-pay. Eric Worden made motion to accept and Don Lutes seconded the motion. All members were in favor and motion carried. The membership fee reimbursement will be retroactive to January 1, 2025.

A cap at a certain amount was discussed. We are reserving this discussion for another meeting. LEOFF 1 member in care facility. We discussed as a board and approved the 120% cap per our current LEOFF 1 policy and procedures. Genworth report provided.

Don Lutes had requested in 2023 to have the board meet on a more regular basis. We discussed meeting on a quarterly basis starting in May. Clerk to send out invites each quarter. It will be a hybrid meeting with some attending in person and others attending via Zoom. The time 10:30-11:30am works for all and so the meetings will be held during that time.

Meeting adjourned at 11:36am