

YVCOG EXECUTIVE COMMITTEE MEETING MINUTES  
July 17, 2017

CALL TO ORDER

Vice Chairman Hodkinson, called the July 17, 2017 meeting of the YVCOG Executive Committee to order at 2:28pm

ROLL CALL &  
INTRODUCTIONS

Members present: John Hodkinson, Janice Gonzales, Maureen Adkison, Mike Leita, Mario Martinez, and Dan Olson

Members Absent:

Call in: Jim Restucci

YVCOG staff present: Larry Mattson, Jessica Hansen, Will Denton, Tami Hayward and Mike Shuttleworth

Others present: Lowel Krueger (Yakima Housing Authority); Sara Watkins and Joan Davenport (City of Yakima) Raquel Crowley (Senator Murray)

A quorum was present.

*\*Indicates notice of absence received prior to meeting.*

APPROVAL OF MINUTES

Mr. Olson moved to approve the minutes from the June 19, 2017. Mr. Leita seconded. The motion carried.

PUBLIC COMMENT POLICY

It is the policy of the Yakima Valley Executive Committee to accept public comment on agenda items at the time the item is being discussed. Public comments regarding items not on the agenda will be heard at the end of the meeting.

OLD BUSINESS

*Executive Director – Annual Performance Review Process*

Mr. Mattson and Mr. Restucci updated the Executive Committee about the Executive Director review process. After some discussion, it was determined that the board directors would call Mr. Restucci and discuss any further comments and that the review process would start in August and wrap up by September 30th.

NEW BUSINESS

*Executive Director's Correspondence*

Mr. Mattson attended the Urban Institute symposium in Washington D.C. last month and learned more about the 'Pay for Success' program.

Mr. Mattson updated the Executive Committee on the Yakima Valley Basin integration plan. Mr. Mattson would like to send a letter to all member cities reminding them of the importance of each city's contributions. The projects in the plan are vital to economic growth.

Mr. Olson moved to approve sending out letters to membership cities asking for support for the economic study of the Yakima Valley Basin integration plan. Ms. Gonzales seconded. The motion carried.

*Homeless Program Funding Review*

Ms. Hayward gave an update on the homeless program funding and provided a packet describing each type of funding.

*Budget Amendment #2*

Mr. Mattson reported on the Budget Amendment #2. After discussion, Mr. Olson moved to adopt budget amendment #2. Ms. Adkison seconded. The motion carried.

*Monthly Budget Report*

Ms. Hayward presented the May 2017 Monthly Budget Report\* showing a revenue balance of \$15,248.75. Ms. Adkison moved to approve the monthly budget report. Mr. Olson seconded. Motion carried.

Ms. Hayward presented the June 2017 Monthly Budget Report\* showing a revenue balance of -\$7,966.70. Mr. Olson moved to approve the monthly budget report. Mr. Leita seconded. Motion carried.

*Approval of Vouchers*

Vouchers were audited and certified by the Auditing Officer as required by RCW 42.24.080, those expense reimbursement claims certified as required by RCW 42.24.090, and have been recorded on a listing which has been made available to the Executive Committee.

As of this date, the Executive Committee approved for payment those claims and payroll vouchers in the list as follows: payroll vouchers numbered JUL-17-001 through JUL-17-006 in the total amount of \$90,575.00 and claim vouchers numbered JUL-17-007 through JUL-17-054 in the total amount of \$234,660.40. Mr. Olson moved to approve the June Vouchers with provision for future amendments as expressed by the Deputy Director. Mr. Leita seconded. Motion carried.

*Program Updates*

Mr. Shuttleworth reported on all the comprehensive plan updates and updated the board about a grant program that will be offered.

Mr. Denton reported on the following updates for the Homeless Program.

- HUD TA for CoC Issues
- 2017 PIT Stakeholder Report
- RFQ for \$200,000 Earmarked Funds
- HPPC Bylaws Revision
- Collaborative Application RFP
- HPPC Transitional Ad Hoc Committee

*HPPC Board Elections*

Mr. Denton reported on the HPPC board elections and that 7 of the 2-year board members wished to continue to serve on the board for an additional 4 years. 3 seats are currently vacant which will be filled once the bylaws are amended. Mr. Leita moved to approve the HPPC board elections. Mr. Martinez seconded. The motion carried. Ms. Gonzales abstained.

*Coordinated Entry Contracts*

Mr. Denton reported on the Coordinated Entry contracts.

- Northwest Community Action Center \$11,680
- Rod’s House \$9,240
- Yakima Neighborhood Health Services \$20,820

Mr. Martinez moved to approve and authorize the chair to sign the Coordinated Entry contracts for NCAC, Rod’s House, and YNHS, after the provider’s signs, retroactive to July 1, 2017. Mr. Leita seconded. The motion carried. Ms. Gonzales abstained.

*2018 YVCOG Budget Process*

Mr. Mattson reported that the 2018 YVCOG budget process is needs to being in August. Ms. Adkison, Ms. Gonzales and Mr. Hodkison volunteered to sit on the 2018 budget subcommittee. Mr. Restucci moved to approve the 2018 budget schedule and subcommittee. Ms. Gonzales seconded the motion. The motion carried.

*General Membership Meeting*

Mr. Mattson reported that the September 20, 2017 YVCOG general membership meeting will take place in Toppenish and the program will be on our local legislators: 2017 Session Wrap-up & 2018 Session Look-Ahead

OTHER BUSINESS

PUBLIC COMMENT

ADJOURN

With no other business, Mr. Hodkinson adjourned the meeting at 3:26p.m.

Respectfully submitted,

  
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John Hodgkinson Jr, YVCOG Executive Committee Vice Chair

8/22/2017  
Date signed

ATTEST:

  
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Jessica Hansen, Office and Communication Specialist