

YVCOG EXECUTIVE COMMITTEE MEETING MINUTES

January 17, 2018

CALL TO ORDER

Chair James Restucci called the January 17, 2018 meeting of the YVCOG Executive Committee to order at 1:56 p.m.

ROLL CALL & INTRODUCTIONS

Members present: Jim Restucci, John Hodkinson, Mike Leita, Janice Gonzales and Brad Hill

Members Absent: Dan Olson and Mario Martinez

YVCOG staff present: Larry Mattson, Chris Wickenhagen, Mike Shuttleworth, Crystal Testerman and Jodi Smith

Others present: Joan Davenport (City of Yakima), and Raquel Crowley (Senator Murray's office)

A quorum was present.

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

APPROVAL OF MINUTES

Mr. Hodkinson moved to approve the minutes from December 18, 2017. Ms. Gonzales 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

Development of Frequently Asked Questions page for website

Mr. Mattson reported that the page is being researched and is under development.

NEW BUSINESS

*Executive Director's Correspondence**

Mr. Mattson reported on the following:

- Email from Yakima City Council Member Kay Funk
- Point in Time (PIT) volunteer recruitment
- Homeless provider collaboration
- Homeless contract funding review

It is clear from communicating with service providers, city jurisdictions and the community that there are many points of conflict. YVCOG's priorities are transparency and legal compliance. Faith based providers have historically been a part of providing services to the homeless. Ms. Crowley reported that Senator Murray's office has been asked to monitor the homeless program issues, particularly the use of government funds for religious purposes. YVCOG continues to oversee, with several unannounced site visits as legal compliance is necessary to issue funds.

*Monthly Budget Report**

Ms. Wickenhagen reported on the December 2017 Budget with revenues of \$3,579,569.17, expenditures of \$3,410,559.69 leaving a revenue balance of \$169,009.48. Mr. Leita moved to approve the December monthly budget report. Ms. Gonzales seconded. The motion carried.

Ms. Wickenhagen provided information on the preliminary December 2017 Cash Flow with total receipts of \$497,649.16, available cash \$748,102.47, total cash out of \$278,538.87 and a net cash flow of \$469,563.60.

*Ratification of Vouchers**

Ms. Wickenhagen gave information to revise the December 2017 voucher register to include payment to ACR Business Consulting DEC-17-056 for \$10,319.85. Motion to approve made by Mr. Hodkinson and seconded by Mr. Leita. Motion carries.

*Approval of Vouchers**

As of January 17, 2018, the motion to approve payroll vouchers numbered JAN-18-001 through JAN-18-006 in the amount of \$90,575 through electronic fund transfers; and claim vouchers numbered JAN-18-007 through JAN-18-057 in the total amount of \$278,864.86 was made by Mr. Hodkinson. Seconded by Ms. Gonzales. Motion carried.

*2018 Homeless Program Agreement**

Mr. Mattson provided information on the 2018 Homeless Program Agreement with Yakima County.

Mr. Leita moved to authorize the chair to sign the Agreement. Mr. Hodkinson seconded. The motion carried.

Homeless Program Contract Modification

Mr. Mattson presented information on the HAF contract extension request for NCAC to extend the spending period through June 30, 2018. Mr. Hodkinson moved to approve the chair to sign the contract modification for NCAC to extend spending period through June 30, 2018. Mr. Hill seconded. The motion carried with one abstention from Ms. Gonzales.

*Program Updates**

Mr. Shuttleworth provided updates for the Planning Program, including a Union Gap Park Plan, Healthy Cities/Healthy Valley, and planned meetings with newly elected officials.

Ms. Testerman gave information on the Homeless Program.

- Ms. Testerman attended a meeting at the Yakima County Office of Emergency Management regarding the Rattlesnake Ridge landslide and the potential for residents to become homeless. YNHS and NCAC are providing case management. There may be a potential request to access the \$100,000 Homeless Program's Emergency Reserve Fund, noting there is a requirement of 100% matching funds.
- 2018 Point in Time (PIT) count will occur on January 25, 2018 from 6:00 a.m. to 8:00 p.m. with 4 locations in Upper Valley, 2 in Mid Valley and 2 in Lower Valley.
- Homeless Program Workshop will be held on January 30, 2018. Session 1: 5-year plan update to prioritize goals for the next funding cycle. Session 2: 2017 Consolidated RFP debrief.
- Provided Annual Timeline for Homeless Program target deadlines
- 6-month Contract Spending Analysis will be provided at the February meeting to determine whether funding can or should be reallocated
- HPPC will vote on Balance of State at their February meeting. If approved, this would release YVCOG of Collaborative Applicant administrative responsibilities.

January 2018 YVCOG General Membership meeting in Selah at Nana Kate's

Nomination and election of 2018-2019 Executive Committee members. Program will be Mr. Mattson's presentation, "Take Charge of Your City's Future: You and YVCOG in 2018"

OTHER BUSINESS

None.

PUBLIC COMMENT

None.

ADJOURN

With no other business, Mr. Restucci adjourned the meeting at 3:16 p.m.

Respectfully submitted,




James A. Restucci, YVCOG Executive Committee Chair

21 FEB 2018

Date signed

ATTEST:



Jodi Smith, Office Specialist