

YVCOG EXECUTIVE COMMITTEE MEETING MINUTES
July 20, 2015

- CALL TO ORDER** Mr. Hodkinson, Vice Chairman, called the July 20, 2015 meeting of the YVCOG Executive Committee to order at 2:22 p.m.
- ROLL CALL & INTRODUCTIONS** Members present: John Hodkinson, Mike Leita, Loren Belton, Mario Martinez, Dan Olson, and Jim Restucci (via telephone)
Members Absent: *Micah Cawley
YVCOG staff present: Larry Mattson, Chris Wickenhagen, Tim Sullivan, Shawn Conrad, Avery Zoglman, Joseph Calhoun, and Tami Hayward
Others present: Rhonda Hauf (YNHS), Erin Black (YWCA), Beth Dannhardt (Triumph Treatment Services), and Joe Willis (Rod's House)
A quorum was present.
**Indicates notice of absence received prior to meeting.*
- APPROVAL OF MINUTES** Mr. Olson moved to approve the minutes* of the June 15th, 2015 meeting. 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** None.
- NEW BUSINESS**
- Correspondence* Mr. Mattson announced receipt of the Terrace Heights 2015 Small System Consolidation Grant Award Letter for \$ 60,000.

He also spoke about the Patrick Ibarra event held at the Yakima Valley Museum last week. There were about 25 attendees. WCIA helped underwrite the cost of the event. Mr. Olson suggested the possibility of having Mr. Ibarra speak at a General Membership meeting, since not many local officials were able to attend the event.
- Contracts* Mr. Mattson requested, due to the anticipated contract amount, the Committee's approval and authorization for the Chair to sign the new Yakima County HOME Consortium PSA.

Mr. Belton moved to approve the Yakima County HOME Consortium PSA and authorize Chair to sign. Mr. Martinez seconded the motion. The motion carried.

Mr. Mattson informed Executive Committee that he had signed Amendment #2 to the Yakima Health District PSA, increasing the contract amount by \$6,979.00.
- Program Updates* Ms. Conrad –
- HOME Consortium (annual evaluation report)
 - GMA - Grandview and Selah Comp Plan updates, and will begin working on Comp Plan updates for Naches in September. Also estimates for Wapato,

Granger and Mabton Comp plan updates. Also Zillah's Capital Facilities element.

- Assisting Granger Municipal Court on grant application.
- Department of Commerce – preparing a short course in local planning, focused on economic development. Looking at dates in late September.

Mr. Calhoun –

- Town of Harrah GMA updates – adoption by the end of August;
- Wapato Parks Plan survey is still out;
- Current planning projects with Granger and Wapato.
- Will be attending the Eastern Washington Planners' Forum in Moses Lake on Wednesday – GMA updates will be a big topic of conversation.

Homeless Assistance Program

Comments on Homeless Assistance Program transition - Mr. Sullivan, Homeless Housing Manager, introduced four members of the Homeless Network's Executive Board who were in attendance to listen to their comments on the program's transition from Yakima County to YVCOG. They offered information on their various organizations and the history of the Homeless Network. Each HNEB member gave their opinions and suggestions on the formation of the program's new organizational chart and expressed various concerns.

The Homeless Network Executive Board requested the Executive Committee's consideration of their past work and accomplishments when determining who will be included in the Steering Committee, as all members of the Homeless Network Executive Board would like to be part of that Committee.

Mr. Leita addressed multiple concerns by stating he did not see a change in how the Program was managed under the County to how the Program will be managed under the COG. In addition, Mr. Leita addressed the HNEB comment regarding the YVCOG Executive Committee's concern with a conflict of interest of Homeless Network Board Members as also the recipients of funding. Mr. Leita said this was not a concern of the YVCOG Executive Committee.

Mr. Restucci commented that he believes the YVCOG Executive Committee envisions the Steering Committee as being an advisory committee functioning very similarly to the MPO/RTPO TAC.

The HNEB said they had not seen a draft of the bylaws/operating procedures being proposed. Mr. Leita requested Mr. Sullivan send the Homeless Network Executive Board members a copy of the proposed bylaws/operating procedures of the Steering Committee.

Department of Commerce - Mr. Sullivan explained the proposed changes to the Consolidated Housing Grant program. The Department's new goal is that 35% of the population served should be unsheltered. Yakima County is at about 14% – we are helping people who are in crisis, but not unsheltered. Other counties are at about the same level.

The Homeless Network Executive Board members left after comments to the Executive Committee.

The Executive Committee continued discussion and review of the bylaws/procedures.

Mr. Mattson posed various questions regarding the draft document including: Who appoints Chair and Vice Chair? Can ex officio members vote? Amendment voting?

Mr. Martinez moved to allow the Homeless Housing Steering Committee to elect their Chair and Vice Chair. Mr. Leita seconded the motion. The motion carried.

Mr. Leita moved that ex officio members of the Homeless Housing Steering Committee cannot vote. Mr. Belton seconded the motion. The motion carried.

Numerous additional modifications to the draft bylaws/operating procedures were discussed by the Executive Committee, and it was decided that the matter would be tabled until next month's meeting. Homeless Network Executive Board members will be able to review the document before the August meeting. The document has been forwarded to WCIA for review and identification of potential risks, and has been approved.

The Executive Committee will review the document again during the August regular meeting.

*2015 Adjusted Cost
Allocation Plan &
Certification effective July 1,
2015*

Ms. Wickenhagen discussed the 2015 Adjusted Cost Allocation Plan.

If approved, the new adjusted rate will become effective July 1st. The CAP be sent to WSDOT to recognize that we are being compliant with federal law.

The indirect cost rate has dropped from 87% to 68.6% due to an increase in programs sharing indirect costs.

Mr. Olson moved to approve the 2015 Adjusted Cost Allocation Plan and authorize Chair to sign Certificate of Indirect Costs. Mr. Martinez seconded. The 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-15-001 through JUL-15-006 in the total amount of \$80,650.00, and claim vouchers numbered JUL-15-007 through JUL-15-033 in the total amount of \$18,787.67. Mr. Martinez moved to approve the June Vouchers;* Mr. Olson seconded this motion. The motion carried.

Monthly Budget Report

Ms. Wickenhagen presented the Preliminary June 2015 Monthly Budget Report showing a revenue balance of -\$186.20. Mr. Leita moved to approve the Preliminary June 2015 Monthly Budget Report, seconded by Mr. Olson. The motion carried.

2016 Budget Process

Ms. Wickenhagen asked for three volunteers to serve on the 2016 Budget Subcommittee. Mr. Restucci, Mr. Leita, and Mr. Hodkinson volunteered to serve. The meeting will be held on August 13th at the YVCOG conference room.

Mr. Martinez moved to approve and adopt the 2016 Budget Schedule. Mr. Olson seconded the motion. The motion carried.

September 16, 2015 General Membership Meeting

The September 16th meeting will be held at the Ahtanum Park Youth Barn. Mr. Mattson has spoken with Madelyn Carlson, People for People CEO, and she would be delighted to be part of the speaker panel. We are also planning to have the Legislative session summary with state legislative district as part of the program.

OTHER BUSINESS

Mr. Leita asked that Mr. Sullivan clarify with the Homeless Network Executive Board that YVCOG does not report to the County.

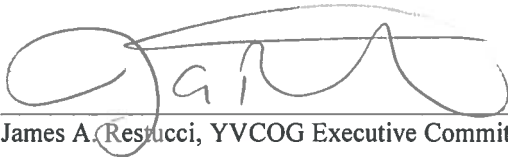
PUBLIC COMMENT

None.

ADJOURN

With no other business, Mr. Hodkinson adjourned the meeting at 4:11 p.m.

Respectfully submitted,



James A. Restucci, YVCOG Executive Committee Chair

17 AUG 2015
Date signed

ATTEST:



Tamara Hayward, Executive Committee Secretary