

YVCOG EXECUTIVE COMMITTEE MEETING MINUTES
November 16, 2015

- CALL TO ORDER Mr. Hodkinson, Vice Chairman, called the November 16, 2015 meeting of the YVCOG Executive Committee to order at 2:04pm
- ROLL CALL & INTRODUCTIONS Members present Maureen Adkinson, John Hodkinson, Mario Martinez, Loren Belton, Mike Leita
Members Absent: Jim Restucci and Dan Olson
Members Absent:
YVCOG staff present: Larry Mattson, Chris Wickenhagen, Brian Curtin, Tim Sullivan, Shawn Conrad, Tami Hayward, and Jessica Hansen
Others present: Jon Smith (YCDA), Alan Adolf (Yakima County), Madelyn Carlson (People for People), and Brian White (WSDOT) A quorum was present.
**Indicates notice of absence received prior to meeting.*
- APPROVAL OF MINUTES Mr. Belton moved to approve the minutes* of the October 19, 2015 meeting Ms. Adkinson 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 informed the Executive Committee about 2016 Rural Communities Development Initiative Grant Cycle. This is a three year grant that would fund an employee to provide Economic Development within the Yakima Valley. This grant was considered as an opportunity last year but was not actually applied for. It is a \$150,000 grant that will need a 50% match from members. Mabton and Grandview considered this grant last year and are still interested in applying for it this year. The more members that participate the more it will drive the shared cost down. Cle Elum and Ellensburg were interested in applying for this as well. YCDA/New Vision would be heavily involved in coaching and recruiting the potential employee.
- Mr. Mattson reported on the Training & Technical Assistance application. This is a potential "Pay for Success" project (Urban Institute.) This grant would help determine the feasibility to see if the "Pay for Success" program is suitable for YVCOG to participate in. Urban Institute does an analysis and if it scores well YVCOG would become the provider. The Government would then hand out the funding. The risks involved could be financial and reputational should the program fail. It would be a complex relationship but a grant would help determine the feasibility. Mid December Larry will potential visit Cities and ask for a letter of support.
- Mr. Mattson is going to look further into the feasibility of offering a small works roster. The smaller cities would be able to utilize smaller local companies and businesses for projects. COG would do the administration work for the process making sure that all information is up to date including bonding and licenses.

YVCOG would be providing the management.

Ms. Wickenhagen reported that the Employee Manual is currently being reviewed by WCIA legal. Ms. Wickenhagen has been working with closely with WCIA to help develop it but a lot of the information came from the Yakima County Employee Manual. YVCOG will be asking for approval in December so it is active January 1st.

Mr. Mattson reported that he has received some emails with potential nominees. The deadline for entries will be this Friday. Mr. Mattson will also send out current nominees.

Contracts

Mr. Mattson asked for approval, from the board, to authorize the chairman or his designee to sign contracts for the Granger PSA for GMA updates (\$22,290.00) Mabton PSA for GMA updates (\$14,550.00)
Mr. Belton Moved and Ms. Adkinson seconded. Motion Carried.

Program Updates

- GMA activities - Working with Grandview on their comprehensive plan update and just presented their capital facility elements to their planning commission. Selah – presenting a couple of chapters of their comprehensive plan to the planning commission. Naches – working on a draft on their plan to present in December. Granger and Mabton – contracts were just approved and will start moving forward on those. Wapato –currently has their GMA updates and are waiting for further instruction.
Continuing with the Urban Growth area updates county wide. Communicating, helping facilitating communication and having monthly meetings with Yakima County. Answering questions about capital facilities and the interlocal agreement.
Homeless Program - providing assistance on the Continuum of Care (CoC) Program
- Homeless program with their CoC grant application which is due this Friday.
- Mabton – helping with their safe routes to school program.
- The Funder’s forum will be happening in beginning of 2016 since members are interested in having it again. The funder’s forum has state funders coming out and talk about how their funding programs work.
- Long range planning for Zillah’s transportation plan for growth management and for Wapato’s parks plan.

Homeless Assistance Program

Mr. Sullivan informed that there are currently two contracts for the Emergency Winter Weather Shelters in the amount of \$101,500 to Yakima Neighborhood Health Services and to Northwest Community Action Center in the amount of \$30,000. These are countywide winter weather shelters that will be available from November 10, 2015 thru March 31, 2016. Mr. Belton moved to Approve and Recommend Authorization of the Winter Weather Shelter contracts to the Yakima County Board of County Commissioners to sign.
Mr. Morales seconded. Motion Carried.

Each year the Homeless Program of Yakima County puts together a HUD application which are direct Federal awards that provide money to agencies that provide service. \$18,525 is given to the County and is used for the application and year round planning of CoC. The Homeless program requested that the Executive Board moved and recommend authorization to submit the application to the Yakima County Board of County Commissioners to sign.
Mr. Belton moved and Ms. Adkinson seconded. Motion Carried.

Resolutions

Resolution 2015-6 Authorizing and approving participation in the Washington State Public Employee's Retirement System (PERS.) Mr. Belton Moved and Ms. Adkinson seconded authorizing the chair to sign resolution 2015-6 Motion Carried.

Resolution 2015-7 – For obtaining 'Absolute' Social Security Coverage Ms. Adkinson Moved and Ms. Belton seconded authorizing the chair to sign resolution 2015-6 Motion Carried.

Resolution 2015-8- allowing YVCOG to participate in the Association of Washington Cities Employee Benefit Trust which will be providing healthcare. Ms. Adkinson Moved and Mr. Martinez seconded authorizing the chair to sign resolution 2015-6. Motion Carried.

Resolution 2015-9 is a resolution to Open Yakima Valley Conference of Governments' Government Business Banking Account. Ms. Adkinson moved and Mr. Belton seconded Resolution 2015-9 authorizing the chair to sign. Motion Carried.

Resolution 2015-10 – A Resolution Appointing An Auditing Officer and Alternate Auditing Officer for Yakima Valley Conference of Governments' Business Banking Account. Ms. Adkinson moved Mr. Martinez Seconded. Motion Carried.

Resolution 2015-11- A Resolution to Close Yakima Valley Conference of Governments' Advance Travel Account. Mr. Martinez moved Ms. Adkinson Seconded. Motion Carried.

Resolution 2015-13 – A Resolution Allowing YVCOG to participate in the Washington State Department of Retirement Systems. Ms. Adkinson moved Mr. Martinez Seconded. Motion Carried.

Articles of Association - Proposed Amendments

Mr. Mattson presented Article VIII and asked for a formal recommendation removing the articles from the YVCOG articles of association since Yakima County will no longer be the fiscal agent. The board moved and recommend authorization to submit Article VII to the General Membership. Mr. Leita moved and Ms. Adkinson 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 NOV-15-001 through NOV-15-006 in the total amount of \$84,145.00, and claim vouchers numbered NOV-15-007 through NOV-15-030 in the total amount of \$18,893.46. Mr. Leita moved to approve the November Vouchers;* Ms. Adkinson seconded this motion. The motion carried.

Monthly Budget Report

Ms. Hayward presented the Preliminary October 2015 Monthly Budget Report* showing a revenue balance of \$24,266.06. Mr. Leita moved to approve the monthly budget report. Ms. Adkinson seconded. The motion carried.

2016 Technical Contracts

Ms. Hansen informed the board that the new 2016 Technical Contracts will be going out to member jurisdictions and asked for consideration of pre-approved Technical Assistance Contracts.

Ms. Adkinson moved to approve and Mr. Leita Seconded. Motion Carried.

General Membership Meeting

Ms. Hansen reported that the December 9th, 2015 General Membership meeting will be held at the Hilton Garden Inn in Yakima WA. Mr. Mattson reported that the programs will be the Yakima Basin Watershed Improvement Plan and LEAD – Law Enforcement Against Drugs.

OTHER BUSINESS

Mr. Mattson informed the Executive Committee that he would like to host an open house in the Spring introducing all of the newly elected officials to YVCOG.

Mr. Mattson also informed the board that the next Executive Committee meeting would be held on December 21st but suggested moving the meeting to December 14th meeting due to the holidays.

Mr. Leita moved to change the meeting date for the November Executive Committee Meeting. Ms. Adkinson seconded. Motion Carried.

PUBLIC COMMENT

None.

ADJOURN

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

Respectfully submitted,


James A. Restucci, YVCOG Executive Committee Chair

12/14/15
Date signed

ATTEST:


Jessica Hansen, Executive Committee Secretary