

YVCOG EXECUTIVE COMMITTEE  
MEETING MINUTES  
December 17, 2018

**CALL TO ORDER** Chair Jim Restucci called the December 17, 2018 meeting of the YVCOG Executive Committee to order at 1:52 p.m.

**ROLL CALL & INTRODUCTIONS**

- Members present: James Restucci, John Hodkinson, Bill Moore, Brad Hill, Sherry Raymond, Janice Gonzales, Mike Leita
- Members present via teleconference: none.
- Members absent: \*
- YVCOG staff present: Larry Mattson, Chris Wickenhagen, Crystal Testerman, Mike Shuttleworth, Esther Magasis and Jodi Smith
- Others present: Julia Havens.
- A quorum was present.

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

**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.

**Consent Agenda\***

- A. Approval of Minutes: November 19, 2018 YVCOG Executive Committee Meetings
- B. Approval of Homeless Program Contract Modifications:
  - a. TYT – Shelter 2018-2020
  - b. TYT Outreach 2018-2020

This is an administrative modification to change the name of the subgrantee. Transform Yakima Together has merged with Sunrise Outreach, who will be administering the contracts and accepting contractual obligations. TYT will continue the operation of Camp Hope.

*Bill Moore moved to approve the Consent Agenda. Mike Leita seconded. The motion passed.*

**OLD BUSINESS**

*Continuance of Executive Session from November*

James Restucci, Chairman. Executive session to discuss the performance of Executive Director, Larry Mattson.

“The Yakima Valley Conference of Governments shall convene an Executive Session, pursuant to RCW 42.30.110(1)(g)(“review the performance of a public employee”) for the purpose of reviewing the performance of the Executive Director Larry Mattson. This session will begin at 1:56 p.m. and will be concluded at 2:35 p.m.

Action: Information

**NEW BUSINESS**

*Executive Director’s Correspondence\**

Reconvened at 2:35 p.m.

Larry Mattson, Executive Director.

- WSU College of Nursing Letter: Request for additional funding. Executive Committee recommends sending a letter thanking for their input.
- Introducing Esther Magasis, Regional Program Manager.
- Regional Planning for Local Action Vignette #2: Yakima County Development Association.
- Cross-Sector Collaboration: ‘Program Rich, but System-Poor’. An abundance of non-profits, 14 cities and the County, working to serve 248,000 residents. NGOs, YCDA, ESD, United Way. Facing stagnant budget and aging infrastructure. How is collaboration saving money and helping our region to grow? Regional Plan for Local Action.
- The Executive Committee offered to sign a letter of support for YVCF grant funding. *Motion to authorize and pursue Yakima Valley Community Foundation grant made by*

*John Hodkinson, seconded by Bill Moore. Motion passes.*

- Request to convene budget process earlier in 2019, rather than the last several months made by Executive Committee.

*Action: Information and motion for letter of support.*

*Department of  
Commerce:  
Assistance to Local  
Communities*

Julia Havens, Community Outreach Programs Specialist for Eastern Washington. Please reach out to her. She can connect you with a wide array of Commerce Programs, such as Planning and Growth Management, military compatibility guidebook, Community Assistance for housing, domestic violence, community services, energy division, solar grants, infrastructure for non-entitlement, capital match programs, economic development – rural strategies, Opportunity Zones – 4 in Yakima County. Tax Incremental Financing – TIF. New: Retirement Marketplace.  
*Action: Information*

*Yakima Co. Homeless  
Housing &  
Assistance Program  
Administrator  
Contract Mod #4\**

Larry Mattson, Executive Director. Contract \$ increase.

*Action: Discuss and approve. John Hodkinson moved to approve the motion to authorize the chair to sign the Homeless Housing & Assistance Program Administrator Contract modification #4. Janice Gonzales seconded. The motion passed.*

*YVCOG Policies\**

Chris Wickenhagen, Deputy Director.

***POL-130: Working From Home For Employees***

***POL-134: Working From Home For Supervisors***

***POL-109: Allowing Digital Signatures***

***POL-111: Receiving Fixed Assets***

***POL-112: Maintaining Fixed Assets***

*Action: John Hodkinson made a motion to approve and authorize chair to sign POLICIES 130, 134, 109, 111 and 112. Bill Moore seconded. The motion passes with one nay.*

*Staff Reports\**

**Homeless Housing and Assistance Program** – Chris Wickenhagen, Deputy Director, for Crystal Testerman, provided information on the 2019 Point in Time count.  
**Planning Program** - Mike Shuttleworth provided information on the Planning Program for City of Granger projects, City of Mabton on Urban Growth Area for medical clinic, City of Union Gap projects. South County Solar Workshops - Last workshop will be on January 30<sup>th</sup> at the Grandview Community Center. Budget workshops for Valley Vision plan. Attended Collaboration training to test mini-projects. A request was made to send Solar workshop information to the Executive Committee  
**Budget Report** – Chris Wickenhagen, Deputy Director. For the month of November 2018. After budget amendments adopted last month, we are on track for the year.  
*Action: Information*

*January 16, 2019  
General Membership*

*Larry Mattson, Executive Director*

- Location: City of Toppenish
- Business:
- Program: - Adverse Childhood Experiences & Your Budget; Mike Johnson, UGM; Debora Gaidos, Counselor

*Action: Information*

*Executive Session –  
Executive Director  
Annual Performance  
Review*

James Restucci, Chairman

Executive session to discuss the performance of Executive Director, Larry Mattson, moved to Old Business.

*Action: Information*

*Executive Director's  
2019 Compensation*

Jim Restucci, Chairman. Tabled until January.

*Action: Discuss; approve potential 2019 salary adjustment per performance review.*

**OTHER BUSINESS** None.

**PUBLIC COMMENT** None.

**ADJOURN** With no other business, Jim Restucci adjourned the meeting at 3:33 p.m.

Respectfully submitted,

  
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James A. Restucci, YVCOG Executive Committee Chair

1/14/19  
\_\_\_\_\_  
Date signed

ATTEST:

  
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Jodi Smith, Communications Specialist