

YVCOG EXECUTIVE COMMITTEE
MEETING MINUTES
December 19, 2022

CALL TO ORDER Chair James Restucci called the December 19, 2022, meeting of the YVCOG Executive Committee to order at 1:30 p.m.

ROLL CALL & INTRODUCTIONS

- **Members present via teleconference or onsite**
 Ron Anderson: Yakima County Commissioner
 Patricia Byers: City of Yakima Council Member
 Janice Gonzales: Zillah City Council Member, Area 2 – Harrah, Toppenish, Wapato, Zillah*
 John Hodkinson, Vice Chair: Mayor of Union Gap, Area 1 – Moxee, Naches, Selah, Tieton, Union Gap
 James Restucci, Chair: City of Sunnyside Deputy Mayor*
 Jose Trevino, Mayor of Granger: Area 3 – Mabton, Granger, Grandview
- **Members absent**
 None.
- **YVCOG Staff:**
 Chris Wickenhagen, Vicki Baker, Shane Andreas, Alan Adolf, Jodi Smith
- **Others Present**
 Sharon Bounds
- **A quorum was present**

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

PUBLIC COMMENT POLICY

It is the policy of the Yakima Valley Conference of Governments 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**

1. Approval of Minutes
 November 21, 2022, YVCOG Executive Committee Meeting
2. Approval of Payroll Voucher
 As of November 30, 2022, approve payroll voucher NOV-22-001 in the amount of \$105,683.33.
3. Approval of Accounts Payable Vouchers
 As of November 30, 2022, approve claim vouchers numbered NOV-22-002 through NOV-22-0021 in the total amount of \$60,083.66.

Action: Decision - Janice Gonzales: Zillah City Council Member, Area 2 representative, moved to approve the Consent Agenda. Jose Trevino, Mayor of Granger: Area 3 representative, seconded. The motion carried.

Executive Director's Correspondence

Chris Wickenhagen, YVCOG Executive Director

1. Crime Lab Contracts Approved
 - ATF MOU: setting up the Memorandum of Understanding with ATF for NIBIN machine
 - Zillah YSO Site: working on MOU for Sheriff's Zillah site for LCL.
 - Job Descriptions Posted: Intelligence Manager, Criminal Analyst, Laboratory Technician. Applications
 - Hiring Process - Expert Analysts not local police officers. Panel for interviews with experts Firearm & Toolmark Examiner, NIBIN Las Vegas Metro Crime Lab, Intelligence Manager.
2. Polygraph / Background check
 CW Polygraph – independent company, not local law enforcement. Operations Board for final approval by mid-January goal.
3. Met with WA State Commerce outreach: Additional opportunities include public safety,

- gun prevention, housing,
- 4. Human Trafficking focus at Commerce and Transportation. Outreach and Education, and may work with LCL.
- 5. County IT – technical requirements for crime lab including fiber, etc.

Informational

*Staff Reports,
Informational**

Shane Andreas, Finance Specialist.

- November 2022 Budget Report
Revenues: \$1,257,019, 91% of the year. Budget amendment next month.
Expenses: \$165,674. 82.42% of budget for expenses. Will be well under with amendment.
Cash Balance: \$1,596,585.93. Outstanding revenues still incoming for 2022.

Jodi Smith, Communications Specialist

- 2023 General Membership meetings hosted by member jurisdictions. Please send program suggestions to Chris Wickenhagen.

Informational

**UNFINISHED
BUSINESS**

None.

NEW BUSINESS

*YakCorps Interlocal
Agreement**

Chris Wickenhagen, Executive Director

Interlocal Agreement for access to Spillman. YakCorp belongs to the cities, not a single agency. Governing body authorizes access.

Action: Discussion and Decision to authorize Chair to sign.

Motion to authorize the chair to sign YakCorp Interlocal Agreement made by John Hodkinson, City of Union Gap Mayor, Area 1 representative. Seconded by Patricia Byers, City of Yakima Council Member. Motion passed.

*2023 Pay Plan
Approval**

Chris Wickenhagen, Executive Director

- Per Policy POL-403 Cost of Living Adjustment
- Average of members' COLA: 3.5%

Action: Discussion and Decision to approve.

Motion to approve the 2023 Pay Plan made by Patricia Byers. Seconded by Janice Gonzales. Motion passed.

OTHER BUSINESS

The next Executive Committee meeting will be Monday, December 19, 2022. General Membership meeting this Wednesday, December 14th. Hosted by YVCOG.

PUBLIC COMMENT

No comment.

ADJOURN

With no other business, YVCOG Executive Committee Chair James Restucci adjourned the meeting at 1:50 p.m.

Respectfully submitted,

DocuSigned by:

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 James A. Restucci, YVCOG Executive Committee Chair

1/19/2023

 Date signed

ATTEST: DocuSigned by:

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 Jodi Smith, Communications Specialist