

YVCOG EXECUTIVE COMMITTEE  
MEETING MINUTES  
Wednesday, January 18, 2023

**CALL TO ORDER** Vice Chair John Hodkinson called the January 18, 2023, meeting of the YVCOG Executive Committee to order at 3:08 p.m.

**ROLL CALL & INTRODUCTIONS**

- **Members present via teleconference or onsite**  
LaDon Linde: Yakima County Commissioner  
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  
Sherry Raymond, Mayor of Selah – Member at Large  
Jose Trevino, Mayor of Granger: Area 3 – Mabton, Granger, Grandview
  - **Members absent**  
Patricia Byers: City of Yakima Council Member\*  
James Restucci, Chair: City of Sunnyside Deputy Mayor\*
  - **YVCOG Staff:**  
Chris Wickenhagen, Vicki Baker, Angelica Saldivar, Alma Rabadan, Tami Hayward, Albert Miller, Jodi Smith
  - **Others Present**  
Jessica Stang, Ann Strand from WA State Auditors Office
  - **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.

*New Business*

**1. Washington State Auditor Exit Interview**

*Jessica Stang, Assistant State Auditor, Office of the Washington State Auditor and Ann Strand, Program Manager, WA State Auditor's Office*

- Results of YVCOG accountability audit, 2019-2021. The purpose of the audit is to build with stakeholders, safeguarding public assets. YVCOG was found compliant in the areas that were selected for review. High risk areas including contract compliance, credit cards, EFTs, accounts payable, payroll, accounts receivables and cash, surplus, etc.
- Accounts Receivable and Cash receipt controls: timely deposits, sufficient design to safeguard funds.
- No recommendations
- Next audit in 2025. Accountability audit for 2022-2024.
- Federal Single Audit: for funds exceeding \$750,000, please notify Auditor

*Informational*

*Staff Reports*

*Vicki Baker, Deputy Director Regional Programs*

- Identify Washington Legislature Bills of concern and interest, YVCOG would like to follow and gather support and testimony. Blake bill, Drugs and the effect on local law enforcement and Courts, vehicular pursuit, infrastructure and unfunded mandates.
- Public relations, media, questions on crime lab and local issues, please reach out

*Informational*

*Consent Agenda*

**1. Approval of Minutes**

December 19, 2022, YVCOG Executive Committee Meeting

**2. Approval of Payroll Voucher**

As of December 31, 2022, approve payroll voucher DEC-22-001 in the amount of \$111,896.02.

**3. Approval of Accounts Payable Vouchers**

As of December 31, 2022, approve claim vouchers numbered DEC-22-002 through DEC-22-0023 in the total amount of \$114,266.39.

*Action: Decision – Sherry Raymond, Mayor of Selah, Member at Large, moved to approve the Consent Agenda. Janice Gonzales: Zillah City Council Member, Area 2 representative, seconded. The motion carried.*

*Executive Director’s Correspondence*

**Chris Wickenhagen, YVCOG Executive Director**

- **Introduce new staff:** Albert Miller, Land Use Planner; Alma Rabadan, Housing Specialist; Angelica Saldivar, Housing Manager.
- **LCL Approved Contracts:** all approved except for Yakima County. Zillah was first.
- **2023 Focus:** crime lab established for staff, policies and procedures, equipment, furniture. Housing: including Land Trust, Habitat for Humanity, increasing value to the community
- **Monthly collaborative meetings:** starting in January via ZOOM including mayors, city managers, sectors, education, mental health, chambers of commerce, public safety, YCDA
- **Topics for GM meetings:** February is Housing, including the housing rehabilitation program.

**Informational**

*Staff Reports, Continued*

**Chris Wickenhagen**

- December 2022 Budget Report, preliminary report.  
Revenues: \$231,168.02  
Expenses: \$226,173.81  
Cash Balance: \$1,607,308.04. Outstanding revenues still incoming for 2022.

**Byron Gumz, Regional Planning Manager**

- Following legislature for bills that impact land use and housing planning
- Housing Action Plans: HAP data including projected employment, gap analysis for projected housing needs, goals and policies of cities housing elements. Will be presenting to Councils several times for outreach and feedback, community engagement.
- Regional Planning Forums coming: Discussions on accessory dwelling units – ADU options, successes.
- Continued community assistance involving Comprehensive Plan, lot densities, developments, right of way

**Angelica Saldivar, Housing Manager**

- Housing Program including working on the Kresge Grant health and housing, rehabilitations in Toppenish including mold, asbestos, CDBG contractor lists, application process, limitations, Gap Analysis, duplication of services, Housing Action Plans and outreach.

**Regional Programs, continued**

- Local Crime Lab – LCL: job postings, interviews in February. Ordered equipment, starting construction. All operations are being conducted through the Operations Board, consisting of police chiefs and the Sherriff, Prosecutor. Includes policies and procedures, separate emails, dedicated internet lines and contracts.
- Community Outreach: Housing Action Plan. Building trust and rapport in the community. Maria and Alma doing fantastic job.

**Informational**

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

*Yakima Valley Local Crime Lab, Resolution 2023-1*

*Chris Wickenhagen, Executive Director*  
Resolution 2023-1: Yakima Valley Conference of Governments as the Yakima Valley Local Crime Lab Lead Agency for Yakima County.  
**Action: Discussion and decision. Sherry Raymond moved to approve Resolution 2023-1 recognizing Yakima Valley Conference of Governments as the lead agency for the Yakima Valley Local Crime Lab. Janice Gonzales seconded. The motion passed.**

*Designating a Reserve Account, Resolution 2023-2*

*Chris Wickenhagen, Executive Director*  
Members paying a match for ARPA and/or other assessments received in subsequent years.  
**Action: Discussion and decision. Motion to approve Resolution 2023-2 to designate a reserve account for funds received for the Yakima Valley Local Crime Lab made by Janice Gonzales. Seconded by LaDon Linde. The motion passed.**

*AWC City Action Days*

*Chris Wickenhagen, Executive Director*  
City Action Days February 15 & 16. YVCOG General Membership, Executive Committee and Policy Board meetings scheduled for February 15, 2023. YVCOG bylaws state these February meetings take place on the 3<sup>rd</sup> Wednesday of February. Request approval to modify meeting date due to a scheduling conflict.  
**Action: Discussion and decision. Motion to approve changing the February 15 General Membership, Executive Committee and Transportation Policy Board meetings to February 22, 2023, due to a scheduling conflict made by Sherry Raymond. Seconded by Janice Gonzales. The motion passed.**

*Administrative Update to YVCOG Articles of Association*

*Chris Wickenhagen, Executive Director*  
Updating Article IV to reflect population.  
**Action: Discussion and decision. Motion to approve the administrative update moving the cities of Granger, Moxee, and Tieton into the population between 3,000 to 60,000 made by LaDon Linde, Yakima County Commissioner. Seconded by Sherry Raymond. Motion passed.**

**OTHER BUSINESS**

The next Executive Committee meeting will be Wednesday, February 22, 2023.

**PUBLIC COMMENT**

No comment.

**ADJOURN**

With no other business, YVCOG Executive Committee Chair James Restucci adjourned the meeting at 3:08 p.m.

Respectfully submitted,

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James A. Restucci, YVCOG Executive Committee Chair

2/23/2023  
Date signed

**ATTEST:**

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Jodi Smith, Communications Specialist