

YVCOG EXECUTIVE COMMITTEE
MEETING MINUTES
Tuesday, June 20, 2023

CALL TO ORDER Vice Chair John Hodkinson called the June 20, 2023, meeting of the YVCOG Executive Committee to order at 2:01 p.m.

ROLL CALL & INTRODUCTIONS

- **Members present:**
 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
 LaDon Linde: Yakima County Commissioner
 Sherry Raymond, Mayor of Selah – Member at Large
- **Members absent:**
 Jose Trevino, Mayor of Granger: Area 3 – Mabton, Granger, Grandview*
 Janice Gonzales: Zillah City Council Member, Area 2 – Harrah, Toppenish, Wapato, Zillah
 James Restucci, Chair: City of Sunnyside Deputy Mayor
- **YVCOG Staff:**
 Chris Wickenhagen, Vicki Baker, Byron Gumz, Angelica Saldivar, Albert Miller, Shane Andreas, Tami Hayward
- **Others Present** – None.
- **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**
 May 15, 2023, YVCOG Executive Committee Meeting
- 2. YVCOG May 2023 Budget**
 Revenue: \$215,476.56; Expenditures \$186,133.18; Cash Revenue Balance of \$47,505.87
- 3. Approval of Payroll Voucher**
 As of May 31, 2023, approve payroll EFTs in the amount of \$134,248.99.
- 4. Approval of Accounts Payable Vouchers**
 As of May 31, 2023, approve claim vouchers numbered MAY-23-002 through MAY-23-0024 in the total amount of \$51,884.19.

Action: Decision – LaDon Linde, Yakima County Commissioner, moved to approve the Consent Agenda. Patricia Byers, City of Council Member, seconded. The motion carried.

Executive Director’s Correspondence

Vicki Baker, YVCOG Deputy Director

- **New Staff Introduction:** Crime Lab staff hired. Kathy Geil, LCL Manager. Certified trainer for NIBIN. Mikaela Black, Investigative Analyst. Charity Johnson, Lab Technician.
- **Budgeting 2024:** Underway. YVCOG programs have submitted requests. Crime Lab budget is separate. Needs assessment of gaps and what can help make their work more efficient.
- **Looking for a site for LCL beginning 2026.** Conversations about potential sites.
- **Reviewing / Updating Policies and Procedures** – Local Crime Lab. WA State Patrol updating, and we want to ensure it’s in sync.

Informational

*Staff Reports**

Vicki Baker, Deputy Director

Local Crime Lab Update:

- Trainings: 4 trainings for crime scene response, Chiefs and staffs, Prosecutors from County, U.S. Attorney for Eastern District. He is interested in prosecuting firearms cases at the federal level. Their expense, felony possession.
- Equipment: NIBIN is delivered, but cannot be uncrated until ATF protocols are met. Quotes received for other equipment. RapidHIT DNA testing availability is progressing.
- Vehicle: not in original budget. Needed for transporting evidence, needs to be a Crime Lab vehicle. Surplus vehicle, soon.
- Spillman Access: not in yet, but we have an ORI. Permissions are being worked through. Operations Board conversations need to be done.
- Outside agencies requesting our assistance. The answer for now is “no”. We do not want a backlog.
- Budget: in process

New Community Law Enforcement Partnership Grant:

- Maria and Angelica are working on Scope of Work for new grant, including new and improved Block Watch, community/graffiti clean ups, National Night Out, partnering with Law Enforcement on Handle with Care, continuing to educate the public and the schools. Developing partnerships for work county-wide.

Byron Gumz, Regional Planning Manager

- Housing Action Plans are a major part of our work. Presenting to the 6 City Councils. Customized for each city. Individualized priorities for each. Competitive for housing and infrastructure grants.
- Regional Planning Forums: stay current and updated.
- CWHBA: Government Affairs
- Federal Hwy. Administration Urban Area Boundary Review. Transportation and Land Use planning are intertwined.
- Community Assistance: Grandview, Granger, Harrah, Sunnyside, Tieton, Toppenish, Union Gap.

Angelica Saldivar, Housing Manager

- Kresge Grant: Healthy Homes program first referral for home in Wapato. May open other funding opportunities.
- CDBG: Outreach with Maria for Wapato and Mabton for Community Priorities. First rehab project.
- Discussions included expanding the program to include other communities, revolving funds and other infrastructure grants for water, etc.

Informational

NEW BUSINESS

None.

UNFINISHED BUSINESS

2022 Annual Report *

Shane Andreas, Financial Specialist

Outside consultation for accuracy. Submitted to State Auditor May 22, 2023.

- Statement on Auditing Standards 115 (SAS 115) refers to Internal Control: Internal control is a process—effected by those charged with governance, management, and other personnel—designed to provide reasonable assurance about the progress of our objectives with regard to the reliability of financial reporting, effectiveness, efficiency, and compliance with laws and regulations.
- Discussion included summary of annual overview, Financial Statement notes, budget compliance, contributions for medical and retirement contributions. Schedule 1 shows money flow through the year, separated by BARS codes. Beginning and ending balance.

Schedule 9 liabilities, PTO, leases. State money Schedule 15. Schedule 16 for federal funds. Notes for Schedule 16 Federal awards, using federal indirect costs and fringe.

Information

OTHER BUSINESS

- Local Crime Lab ribbon cutting tentatively set for August 3.
- Barb Harrer will retire. Would like to acknowledge her in some way at next General Membership meeting, September in Grandview.
- The next Executive Committee meeting will be Monday, July 17, 2023.

PUBLIC COMMENT None.

ADJOURN With no other business, YVCOG Executive Committee Vice Chair John Hodkinson adjourned the meeting at 3:12 p.m.

Respectfully submitted,

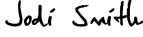
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 James A. Restucci, YVCOG Executive Committee Chair

7/17/2023

 Date signed

ATTEST: DocuSigned by:

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 Jodi Smith, Communications Specialist