

YVCOG EXECUTIVE COMMITTEE
MEETING MINUTES
Monday, September 18, 2023

CALL TO ORDER

Vice Chair John Hodkinson called the September 18, 2023, meeting of the YVCOG Executive Committee to order at 2:06 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
 James Restucci, Chair: City of Sunnyside Deputy Mayor
- **Members absent:**
 Jose Trevino, Mayor of Granger: Area 3 – Mabton, Granger, Grandview*
- **YVCOG Staff:**
 Chris Wickenhagen, Vicki Baker, Byron Gumz, Albert Miller, Kathy Geil, Angelica Saldivar, Maria Lopez, Shane Andreas, Alma Rabadan.
- **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**
 August 21, 2023, YVCOG Executive Committee Meeting
2. **YVCOG August 2023 Budget Report**
 Revenue: \$302,078.02; Expenditures \$300,573.12; Cash Revenue Balance of \$1,556,467.28.
3. **Approval of Payroll Voucher**
 As of August 31, 2023, approve payroll EFTs in the amount of \$152,912.01.
4. **Approval of Accounts Payable Vouchers**
 As of August 31, 2023, approve claim vouchers numbered AUG-23-002 through AUG-23-034 in the total amount of \$147,661.11

Action: Decision – James Restucci, City of Sunnyside, moved to approve the Consent Agenda. LaDon Linde, Yakima County, seconded. The motion carried.

*Executive Director’s
Correspondence*

- Chris Wickenhagen, Executive Director,** presented information.
- Thank you to the City of Union Gap for the vehicle donation. Will be used to transport evidence for the Crime Lab. Cannot use a personal vehicle for this task. Vehicle policy and authorization form for staff use of Crime Lab vehicle. WCIA insurance, Exempt plates.
 - Vicki, Byron and Chris facilitated a 2-day Grandview Council board retreat. Department heads also reported on priorities. Available grant funding, applications and management. Open public meeting
 - **Updates to Employee Handbook** for 2024. October agenda item for approval
 - Tying step increases to performance, aside from cost of living adjustment.
 - Performance Evaluation standards supervisors will perform. 3 Smart Goals, and 3 employee identified goals.
 - Reinstating compensatory time. Staff is exempt from overtime. Comp time paid up to 24 hours. Can accumulate 240 hours. Hour for hour exchange.
 - Holiday work approval requirement

- Eligibility for compassion leave sharing. Maintain 80 hours, but can donate more than 40 house.
- Bereavement leave paid time
- Medical insurance by AWC – employee participation will be mandatory because there is a minimum amount of participation. No fair way to determine, no opt-out.
- Per diem milage for Zillah work site
- Migration to new server is still in process
- Single Audit started, mainly Surface Transportation funding.

Information

*Staff Reports**

Byron Gumz, Regional Planning Manager

Land Use & Regional Planning Program:

- Community Assistance to Grandview, Mabton, Sunnyside HNA and HAP, Tieton, Wapato
- HAPs have all been adopted. Finalizing, printing in binders for distribution to the cities
- Comprehensive Plan updates starting next year. New Climate Change and Climate Resiliency element. Cities are eligible for non-competitive funding. Separate pool of money than the update. \$50,000 for implementation of elements. Interlocal Agreements in place to assist cities
- Continued communication with community groups
- Planning Association conference for Albert and Byron
- Coming legislation: ADUs Accessory Dwelling Units all cities/counties required to allow up to 2 ADUs per lot and elimination of some of the design elements. Within 6 months of the deadline for Comp Plan Update for all cities, regardless of size.
- Growth Management Act, GMA, updated elements

Angelica Saldivar, Housing Program Manager

- Housing Program updates include:
 - Have received 33 referrals for Kresge Healthy Homes program. 4 applications have been given, and 3 applications have been approved. More applications being sought.
 - CDBG outreach to Mabton and Wapato. Will continue through September.

Kathy Geil, Crime Lab Manager

- Lab is up and operating. Received first solid month. Visited all but one of the user agencies
- Did not receive JAG grant, but found out why. Doling money out over the year. Will re-apply, then tailoring grant. Innovation grant.
- August statistics: a little slow, but agencies are learning and adjusting to the existence of their lab. 14 firearms requested, 62 cartridge cases requested, 2 firearms needed latent fingerprint preservation, 2 needed DNA swabbing. 3 intel requests.
- Evidence: 24 entered into NIBIN, of which 9 had leads that generated 19 leads associated with other events. 1 gun collected led to a Yakima County OIS – Officer Involved Shooting - that happened to Yakima PD. Drive by shooting on Sept. 4th brought in noon on the 5th, with a report given by 3:00 showing the timeliness.
- Intel success providing info for a Search Warrant and Court presentation.
- Cold calls to user agencies, for getting more evidence into the system quicker.
- Training on NIBIN entries should be certified by Oct or November.
- Outreach to Prosecutors office, FBI, judges.
- ATF contractor position interviews this week. Staff hours that we don't have to pay for.
- Kathy has been asked to speak at the Forensics Investigation Council to tell about what we do. Big deal because it's usually just the WSP because they were the only investigative people.
- WSP in Cheney for outstanding casework from member agencies. If Chief doesn't want to pull, then OK.
- Working on monthly stat reports, then quarterly and annual report.
- LCL has intel. Mikaela can do the intel on the ballistics reports providing background, location, etc. giving officers the intel info to do their job. Needs to have a 2nd review and verification.

- Getting info on Rapid DNA installation. Make sure it does what we want it to do, and the LCL has the capability.

Vicki Baker, Deputy Director

Regional Programs update:

- Housing program grant for downpayment assistance, loan program based on income.
- Crime Lab communications to electeds and the public. Mapping, links, Chiefs can present to Councils.
- 2 legislative roundtables: 13th, 14th & 15th Leg. Districts. Funding? Rapid DNA? Legislative fix for database restriction. Using profiles to search. January 2025 FBI will input into CODUS.
- Chris and Vicki at conference the end of October.

Information

UNFINISHED BUSINESS None.

NEW BUSINESS

1. 2024 YVCOG Draft Budget: Preliminary Review

Chris Wickenhagen, Executive Director

- Review, discuss and approve sending 2024 Preliminary Budget to the YVCOG General Membership.

Decision: Patricia Byers, City of Yakima, moved to approve and forward the 2024 Preliminary Budget to General Membership for review and approval during the October 2024 General Membership meeting. Sherry Raymond, member at large, seconded. The motion carried.

2. WA State Department of Commerce

Chris Wickenhagen, Executive Director

Community Law Enforcement Partnership Grant: \$250,000

August 1, 2023 – June 30, 2025. Data Collection, Outreach, Partnerships.

Decision: Sherry Raymond moved to approve Department of Commerce’s community Law Enforcement Partnership Grant. Jim Restucci seconded. Motion carried.

OTHER BUSINESS

General Membership meeting, September 20th in Grandview

- Legislative updates from State and National elected officials
- Recognizing Barb Harrer’s years of service

The next Executive Committee meeting will be Monday, October 16, 2023.

PUBLIC COMMENT None.

ADJOURN

With no other business, YVCOG Executive Committee Vice Chair John Hodkinson, adjourned the meeting at 3:28 p.m.

Respectfully submitted,

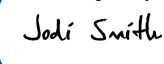
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 James A. Restucci, YVCOG Executive Committee Chair

10/18/2023

 Date signed

ATTEST:

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 Jodi Smith, Communications Specialist