

YVCOG EXECUTIVE COMMITTEE  
MEETING MINUTES  
Monday, October 16, 2023

CALL TO ORDER

Vice Chair John Hodkinson called the October 16, 2023, meeting of the YVCOG Executive Committee to order at 2:18 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, Kathy Geil, Maria Lopez, Tami Hayward, Jodi Smith
- **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**  
September 18, 2023, YVCOG Executive Committee Meeting
2. **YVCOG September 2023 Budget Report**  
Revenue: \$93,896.41; Expenditures \$228,688.47; Cash Revenue Balance of \$1,583,739.83
3. **Approval of Payroll Voucher**  
As of September 30, 2023, approve payroll EFTs in the amount of \$154,425.47.
4. **Approval of Accounts Payable Vouchers**  
As of September 30, 2023, approve claim vouchers numbered SEP-23-002 through SEP-23-033 in the total amount of \$74,263.00.

*Action: Decision – Janice Gonzales, Area 2 Representative, moved to approve the Consent Agenda. Patricia Byers, City of Yakima, seconded. The motion carried.*

*Executive Director's  
Correspondence*

- Chris Wickenhagen, Executive Director, presented information.*
- **Nominations to serve on 2024 Executive Committee:** Application to Participate will provide more information to enable better decision making. At large position does not require to be an elected official. 3 areas and Member-at-large positions open to applications. Cities of Yakima and Sunnyside, along with Yakima County, appoint their representative. Reminder that attendance is required at monthly meetings. Feedback on application was positive.
  - **2024 Nominating Committee:** Currently, nominating committee appointed in October. Present nominations in December. However, elections in November make this schedule difficult. Propose moving the nominations to the February meeting. The Executive Committee members concurred.
  - **2023 Outstanding Service Award:** sending to all the Councils for nominations. Can be anyone. Someone who is involved in the community that benefits the entire region.
  - **NARC Conference:** Vicki and Chris will attend the National Association of Regional Councils Conference

**Information**

*Staff Reports\**

**Byron Gumz, Regional Planning Manager**

Land Use & Regional Planning Program:

- Signed Resolutions for all the Housing Action Plans. Will have printed copies for the cities.
- Climate Element update. 8 cities requested assistance. 2-year project.
- WA State American Planning Association Conference in Spokane. Great sessions and information sharing.
- Community Assistance to Grandview, Mabton, Sunnyside, Tieton, Toppenish, Union Gap, Wapato

**Vicki Baker for Angelica Saldivar, Housing Program Manager**

- Housing Program updates include:
  - CDBG outreach completed. Contract amended to allow repairs for entire valley. Kresge program applications received, but most don't qualify, but do qualify for CDBG. Waiting list being created. Every municipality included. City of Yakima has their own program.
  - Housing staff attended conference in Tacoma, WA State Housing Finance Department.
  - Applied for and received grant for downpayment assistance program. Gap financing for extremely low to middle income ranges.

**Kathy Geil, Crime Lab Manager**

- Site visits complete except for Granger
- Gesa award: Local Heroes grant for \$8,000. Will go toward lab supplies.
- September statistics: received 39 firearms, 114 cartridge cases, 4 intel requests.
- Generated 32 NIBIN entries and 14 NIBIN leads
- Average turnaround time is 7 days. In August it was around 26 days. Processes and roadblocks being streamlined. Good successes with cases, shot and entered.
- Celebrite and GreyKey cellphone extractions up and running. Working on logistics of getting the info to agencies.
- Charity almost complete with training. Correlation training will start after that.
- ATF contractor has been giving the Crime Lab. She is in background check, then will get training.
- Working on forensics RapidDNA program. Summary available soon. Chemistry still not finalized. Purchase before January 1 will have cost-savings.
- WA State Patrol Chief Batiste site visit, Dr. Fiona Cooper, Jeff Riolo, Captain Nelson.
- Sunnyside Police Department information correction: Currently, NIBIN does associations, does not "confirm" which requires microscopic comparisons. Not setup yet to do confirmations at Local Crime Lab.
- Accreditation is expensive, with ongoing expenses and additional equipment.

**Vicki Baker, Deputy Director**

Regional Programs update:

- How do we get accurate Crime Lab information to the public? Standard language and simple explanations.
- Gearing up for Legislative session: LCL operating costs, coordinating with other regions, RapidHit DNA education for legislators, continued support for intelligence, coordinated crime scene response, housing.
- Regional domestic violence coalition, coordinating dashboard support with the YWCA.
- Community Law Enforcement Partnership grant: Lots of interest in neighborhood watch and community clean-ups. Sharing group texts, RING camera system alerts, different approaches.

**Information**

**NEW BUSINESS**

**1. Employee Handbook**

*Chris Wickenhagen, Executive Director*

- Review, discuss and approve updates to the Employee Handbook.
- Page 51 medical coverage: AWC requires 75% participation. If decline coverage, would not receive the monetary benefit.
- Exempt employees of government agencies can accrue compensatory time. Flex is within the same week.

**Decision: Sherry Raymond, member at large, moved to approve the updates to the Employee Handbook. Patricia Byers seconded. The motion carried.**

**2. Yakima County Development Association Membership**

*Chris Wickenhagen, Executive Director*

- YCDA increase from \$500 per year to \$1,000 per year
- Traded membership in previous years. Should we continue? Time for discussion.
- Discuss non-dues paying membership

**Information and Discussion.**

**3. Executive Session**

*John Hodkinson, Vice Chair*

***“The Yakima Valley Conference of Governments shall convene an Executive Session, pursuant to RCW 42.30.110(1)(b), to discuss the real estate sale, purchase, or lease”. This session began at 3:30 p.m. and will conclude at 3:45 p.m.”***

Consideration of site selection or acquisition of real estate purchase or lease if likelihood that disclosure would increase price (RCW 42.30.110(1)(b)).

**An extension was announced by Vice Chair John Hodkinson.**

Time: 3:45 p.m. “The board is extending the executive session for a period of 10 minutes, until 3:55 p.m.”

John Hodkinson called the regular/special meeting back to order at 3:55 p.m.

***“The Executive Committee is not expected to take further action following the executive session.”***

**OTHER BUSINESS**

**General Membership meeting, October 18, 2023, in Sunnyside.**

The next Executive Committee meeting will be Monday, November 20, 2023.

**PUBLIC COMMENT**

None.

**ADJOURN**

With no other business, YVCOG Executive Committee Vice Chair John Hodkinson, adjourned the meeting at 3:57 p.m.

Respectfully submitted,

  
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 James A. Restucci, YVCOG Executive Committee Chair

11/20/23  
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 Date signed

ATTEST:

DocuSigned by:

*Jodi Smith*

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Jodi Smith, Communications Specialist