



WACO Board of Trustees Regular Meeting  
October 6, 2020  
Washington Counties Building  
206 10<sup>th</sup> Avenue SE  
Olympia, WA 98501

**Draft Minutes**

Tuesday, October 6, 2020

**Board Members Present:**

Jerry Pettit	President	Kittitas	Auditor
Greg Zempel	Vice-President	Kittitas	Prosecutor
Stacie Prada	2 <sup>nd</sup> Vice-President	Jefferson	Treasurer
Jeff Gadman	Secretary/Treasurer	Thurston	Treasurer
Dianne Dorey	Immediate Past-President	Lewis	Assessor
Ilene Thomson	Past-President	Yakima	Treasurer
Mike Lonergan	Assessors Trustee	Pierce	Assessor / Treasurer
Mary Hall	Auditors Trustee	Thurston	Auditor
Peggy Semprimoznik	Clerks Trustee	Lincoln	Clerk
Timothy Davidson	Coroners Trustee	Cowlitz	Coroner
Adam Kick	Prosecutors Trustee	Skamania	Prosecutor
Josie Koelzer	Treasurers Trustee	Franklin County	Treasurer
Barb Miner	Trustee at Large Position 1	King	Clerk
Linda Hjelle	Trustee at Large Position 2	Snohomish	Assessor
Brenda Chilton	Trustee at Large Position 3	Benton	Auditor
Lisa Frazier	Trustee at Large Position 4	Mason	Treasurer
Thad Duvall	Trustee at Large Position 5	Douglas	Auditor
Grace Cross	Trustee at Large Position 6	Skamania	Clerk

**Staff Present:**

Jennifer Wallace	Executive Director
Timothy Grisham	Deputy Director
Lisa Gancel	Finance and Administration Manager
Melanie Terry	Member Services Manager

**1) Call to Order, Roll Call, Approval of Agenda, Approval of Minutes**

Jerry Pettit, President called the meeting to order at 9:04 a.m. Roll call noted Rob Snaza, Sheriffs Trustee absent.

Stacie Prada, 2<sup>nd</sup> Vice-President **MOVED** to adopt the agenda. Dianne Dorey, Immediate Past-President **SECONDED** the motion. The **MOTION CARRIED** Unanimously.

Jeff Gadman, Secretary/Treasurer **MOVED** to approve the July 7, 2020 minutes. Lisa Frazier, Trustee at Large Position 4 **SECONDED** the motion. The **MOTION CARRIED** Unanimously.

**2) New Business**

**a. WACO Legislative Proposals**

Greg Zempel, Vice-President introduced the legislative package; affiliate legislative chairs shared their proposals. Skip Moore, Chelan County Auditor introduced the two Auditor proposals. Josie Delvin, Benton County Clerk introduced the two Clerk proposals. Timothy Davidson, Cowlitz County Coroner presented the Coroner proposals. Secretary/Treasurer Gadman presented the Treasurer proposal. Jim Nagle, Walla Walla Prosecutor presented the Prosecutor proposal. Jennifer Wallace, Executive Director presented the cross-affiliate proposal.

Secretary/Treasurer Gadman **MOVED** to recommend the approval of the 2021 priority legislation proposals to the membership. Barb Miner, Trustee at Large Position 1 **SECONDED** the motion. The **MOTION CARRIED** Unanimously.

**b. Amicus Brief Request Mason County**

Executive Director Wallace explained that the request came from Meredith Green, Kitsap County Treasurer and Trustee at Large Frazier. The request meets the criteria in WACO policy and the Legal Committee has been contacted. Trustee at Large Frazier provided background.

Adam Kick, Prosecutor Trustee **MOVED** to approve the Legal Committee to pursuit filing an Amicus Brief supporting Mason County with a \$500 cost cut off and a volunteer to write the brief. Ilene Thomson, Past-President **SECONDED** the motion. The **MOTION CARRIED** Unanimously.

Secretary/Treasurer Gadman **MOVED** that in the absence of a volunteer to draft the Amicus Brief, WACO may be permitted to contract legal services with a \$8,000 cap. 2<sup>nd</sup> Vice-President Prada **SECONDED** the motion. The **MOTION CARRIED** Unanimously.

### 3) **Old Business**

#### **a. WACO/WAPA Agreement Options for 2021**

Executive Director Wallace presented WACO/WAPA options for the 2021 budget. Explained this conversation started with the Executive Officers. Went over the 1990 WACO/WAPA passthrough agreement readapted in 2011, the office rent agreement, and status of current relationship with WAPA. Executive Director Wallace presented the Executive Officers recommendations based on the review.

Vice-President Zempel **MOVED** to direct WACO staff to pursuit formalizing a lease agreement with WAPA. Mike Lonergan, Assessors Trustee **SECONDED** the motion. The **MOTION CARRIED** Unanimously.

#### **b. Updates to WACO Polices and Standard Operating Procedures**

Executive Director Wallace presented updated budgeting policy to incorporate July 2020 Board action linking reimbursement increases to CPI.

Trustee at Large Frazier **MOVED** to adopt the amended policy. Peggy Semprimoznik, Clerks Trustee **SECONDED** the motion. The **MOTION CARRIED** Unanimously.

#### **c. Update to 2023 Conference Location RFP**

Melanie Terry, Member Services Manager presented the RFP options for the 2023 conference location, and the ad-hoc committees top three proposals.

Thad Duvall, Trustee at Large Position 5 **MOVED** to send the top 3 recommendations of the RFP to the membership for a vote. Trustee Lonergan **SECONDED** the motion. The **MOTION CARRIED** Unanimously.

### 4) **Committee Reports**

#### **a. Audit**

Secretary/Treasurer Gadman presented the Audit Committee report noting no concerns.

2<sup>nd</sup> Vice-President Prada **MOVED** to accept the Audit Committee report. Josie Koelzer, Treasurers Trustee **SECONDED** the motion. The **MOTION CARRIED** Unanimously.

#### **b. Legislative**

Vice-President Zempel presented the Legislative Committee report.

Vice-President Zempel **MOVED** to accept the Legislative Committee report. Immediate Past-President Dorey **SECONDED** the motion. The **MOTION CARRIED** Unanimously.

**c. Education**

2<sup>nd</sup> Vice-President Prada presented the Education Committee report. Discussed work towards creating an Education Strategic Action Plan.

Secretary/Treasurer Gadman **MOVED** to accept the Education Committee report. Trustee Koelzer **SECONDED** the motion. The **MOTION CARRIED** Unanimously.

**d. Nominating**

Trustee Semprimoznik presented the Nominating Committee report and detailed nominations made to date.

**5) Staff Reports**

**a. Executive Director**

Executive Director Wallace presented the Executive Director report. Discussed the outreach plan progress.

**b. Communication**

Timothy Grisham, Deputy Director presented the Communication report.

**c. Finance**

Lisa Gancel, Finance and Administration Manager presented the Finance report.

**d. Member Services**

Executive Director Wallace presented the Member Services report.

**6) Other**

**a. Updates from WACO Affiliate Representatives and Trustees at Large**

Trustee Davidson discussed a request to WACME for Amicus Briefs from King County on a case regarding inquests.

Trustee at Large Miner discussed the potential Sheriff charter ballot measure changing the role of the elected Sheriff to appointed.

Linda Hjelle Trustee at Large Position 2 discussed the outreach meeting and follow up.

Trustee at Large Frazier discussed outreach meeting and follow up.

Trustee at Large Duvall discussed outreach meeting and follow up.

Grace Cross, Trustee at Large Position 6 discussed outreach meeting and follow up.

*Meeting **ADJOURNED** at 12:05 pm.*