



WACO Board of Trustees Regular Meeting
November 15, 2022
Aderbrook Resort
10 E Alderbrook Dr; Union, WA 98592

Draft Minutes

Tuesday, November 15, 2022

Board Members Present:

Stacie Prada	Immediate Past-President	Jefferson	Treasurer
Jeff Gadman	President	Thurston	Treasurer
Adam Kick	Vice-President	Skamania	Prosecutor
Amy Cziske	2 nd Vice-President	Kittitas	Treasurer
Linda Hjelle	Secretary/Treasurer	Snohomish	Assessor
Mike Lonergan	Assessors Trustee	Pierce	Assessor / Treasurer
Thad Duvall	Auditors Trustee	Douglas	Auditor
Melissa Beaton	Clerks Trustee	Skagit	Clerk
Craig Morrison	Coroners Trustee	Grant	Coroner
Jon Tunheim	Prosecutors Trustee	Thurston	Prosecutor
Leslie Valz	Treasurers Trustee	Stevens	Treasurer
John Wilson	Trustee at Large Position 1	King	Assessor
Tom Konis*	Trustee at Large Position 2	Spokane	Assessor
Lisa Frazier	Trustee at Large Position 4	Mason	Treasurer
Katie Sloan	Trustee at Large Position 5	Adams	Clerk
Lisa Henderson	Trustee at Large Position 6	San Juan	Clerk

*See item 2 (a)

Staff Present:

Jennifer Wallace	Executive Director
Timothy Grisham	Deputy Director
Tiffin Moreno	Finance and Administration Manager
Cella Hyde	Member Services Manager

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

Jeff Gadman, President called the meeting to order at 8:34 am. Rob Snaza, Sheriffs Trustee; Greg Zempel, Past-President; Carolyn Fundingsland, Trustee at Large Position 3; and Lisa Henderson, Trustee at Large Position 6 were noted as absent.

John Wilson, Trustee at Large Position 1 **MOVED** to approve the November 15-16, 2022 agenda Lisa Frazier, Trustee at Large Position 4 **SECONDED**. The **MOTION CARRIED** unanimously.

Trustee at Large Frazier **MOVED** to approve the September 27, 2022 Board of Trustees meeting minutes. Melissa Beaton, Clerks Trustee **SECONDED**. The **MOTION CARRIED** unanimously.

2) New Business

a. Nominee for Trustee at Large Position 2 Vacancy

President Gadman opened the floor for nominations for the vacant Trustee at Large Position 2 position. Tom Konis, Spokane County Assessor nominated for the Trustee at Large Position 2 role.

Trustee at Large Wilson **MOVED** to appoint Tom Konis to role of Trustee at Large Position 2. Lisa Henderson, Trustee at Large Position 6 **SECONDED**. The **MOTION CARRIED** unanimously

b. Proposed Amendments to the Approved 2023 WACO Budget

Tiffin Moreno, Finance and Administration Manager provided overview of proposed amendments to the 2023 WACO budget. Detailed changes to line-item funds related to conference costs.

Trustee Beaton **MOVED** to approve the amended 2023 WACO Budget. Thad Duvall, Auditors Trustee **SECONDED**. The **MOTION CARRIED** unanimously.

c. Proposed 2023 WACO Board of Trustees Meeting Dates

Finance and Administration Manger Moreno provided the proposed 2023 WACO Board of Trustees meeting dates.

Trustee at Large Frazier **MOVED** to adopt the proposed 2023 Board meeting dates with the amendment of moving the March 2023 meeting to March 14 and 15. Trustee at Large Konis **SECONDED**. The **MOTION CARRIED** unanimously.

d. WACO Policy Manual Review

Jennifer Wallace, Executive Director provided an overview of the policy manual review. Board broke into four groups to review the manual. Executive Director Wallace led the debrief session.

*The Board went on **BREAK** at 10:25 am and **RECONVENED** at 10:43 am.*

3) Committee Reports

a. Conference Committee

Cella Hyde, Member Services Manager provided the Conference Committee report and scholarship fund update.

b. Audit Committee

Linda Hjelle, Secretary/Treasurer presented the Audit Committee report. Discussed review of financials. A question about CDs and their due dates was brought up and current interest rates. Recommend a review by a financial advisor.

c. Legislative Committee

Adam Kick, Vice-President presented the Legislative Committee report. Next meeting scheduled for Tuesday, Nov. 22. Discussed WACO priority bills and potential 2023 legislative challenges. President Gadman will select a co-chair of the committee prior to session.

d. Education Committee

Amy Cziske, 2nd Vice-President presented the Education Committee report.

4) Other Business

a. Affiliate Updates

Mike Lonergan, Assessors Trustee provided the Assessor update, waiting to see how legislature approaches certain exemptions.

Trustee Duvall provided the Auditors update. Discussed recording fees, implementation issues for payment plans on licensing, and elections challenges including public information requests taking up capacity.

Trustee Beaton provided the Clerks update. Discussed hiring Derek Anderson as association Executive Director.

Craig Morrison, Coroners Trustee provided the Coroners update. Discussed the Forensic Pathologist shortage.

Jon Tunheim, Prosecutors Trustee provided the Prosecutors updated. Discussed preparation for the 2023 legislative session.

Leslie Valz, Treasurers Trustee provided the Treasurers update. Have five newly elected officials coming in 2023. Discussed current operations versus RCW mandate regarding registered warrants.

b. Trustee at Large Updates

Trustee at Large Wilson provided the Trustee group 1 update. Discussed funding shortfall potential and unfunded mandates.

Trustee at Large Konis provided the Trustee group 2 update. Discussed senior exemption program adjustment rotation.

Katie Sloan, Trustee at Large Position 5 provided the Trustee group 5 update. Discussed union negotiations and potential shortfalls.

5) Staff Reports

a. Executive Director

Executive Director Wallace presented the Executive Director report.

b. Deputy Director

Deputy Director Grisham presented the Deputy Director report.

c. Member Services Manager

Member Services Manager Hyde presented the Member Services Manager report. Working on long-term sponsorships with WACO partners and vendors.

d. Finance and Administration Manager

Finance and Administration Manager Moreno presented the Finance report.

*The Board **ADJOURNED** the regular meeting at 12:51pm.*

*The **EXECUTIVE SESSION** for the purpose of personnel evaluation has been cancelled.*