



WACO Board of Trustees Regular Meeting
October 2, 2018
Historic Davenport Hotel
10 S Post ST
Spokane, WA 99201

Draft Minutes

Tuesday, October 2, 2018

Board Members Present:

Ilene Thomson	President	Yakima	Treasurer
Dianne Dorey	Vice-President	Lewis	Assessor
Jerry Pettit	2 nd Vice-President	Kittitas	Auditor
Greg Zempel	Secretary/Treasurer	Kittitas	Prosecutor
Tammie Ownbey	Immediate Past-President	Pend	Clerk
		Oreille	
Tim Davidson	Past-President	Cowlitz	Coroner
Mike Lonergan	Assessors Trustee	Pierce	Assessor/Treasurer
Debbie Adelstein	Auditors Trustee	Whatcom	Auditor
Peggy Semprimoznik	Clerks Trustee	Lincoln	Clerk
Warren McLeod	Coroners Trustee	Lewis	Coroner
Adam Kick	Prosecutors Trustee	Skamania	Prosecutor
Josie Koelzer	Treasurers Trustee	Franklin	Treasurer
Barb Miner	Trustee at Large Position 1	King	Clerk
Linda Hjelle	Trustee at Large Position 2	Snohomish	Assessor
Dave Cook	Trustee at Large Position 3	Yakima	Assessor
Lisa Frazier	Trustee at Large Position 4	Mason	Treasurer
Thad Duvall	Trustee at Large Position 5	Douglas	Auditor
Milene Henley	Trustee at Large Position 6	San Juan	Auditor

Staff Present:

John Scott Blonien	Executive Director
Jennifer Wallace	Deputy Director
Timothy Grisham	Director of Communications
Lisa Gancel	Finance and Administrative Manager
Michael Shaw	Contract Lobbyist

Guests Present:

Blair Brady	WSAC President
Eric Johnson	WSAC Executive Director
Terry McLaughlin	Cowlitz County Assessor
Rose Ann Carroll	Jefferson County Auditor
Stacie Prada	Jefferson County Treasurer
Meredith Green	Kitsap County Treasurer
Marianne Nichols	Pend Oreille County Auditor
Salina James	Washington Association of Prosecuting Attorneys

1) **Call to Order: Ilene Thomson, President called the meeting to order at 8:00 a.m.**

2) **Roll Call of Attending Members**

President Thomson called for a roll call. Rob Snaza, Sheriffs Trustee noted as absent.

3) **Approval to Agenda**

Tim Davidson, Past-President **MOVED** to adopt the agenda as proposed. Greg Zempel, Secretary/Treasurer **SECONDED** the motion. The **MOTION CARRIED** unanimously.

4) **Approval of Minutes**

Dianne Dorey, Vice-President **MOVED** to adopt the minutes as proposed. Past-President Davidson **SECONDED** the motion. The **MOTION CARRIED** unanimously.

5) **New Business**

a. Board Retreat

Vice-President Dorey announced details of the Board of Trustees retreat to be held during the week of the Newly Elected Officials (NEO) conference. A hotel block will be set up for the Holiday Inn Express in Chehalis.

b. Strategic Plan Update

Debbie Adelstein, Auditors Trustee stated that WACO staff has prepared a report to help the Board plan a new Strategic Plan. Trustee Adelstein stated that she would like to see the report shared with the members for feedback as the board begins work on a new Strategic Plan.

c. Long Term WACO Funding

President Thomson led a discussion on long term funding for WACO. The discussion included the budget approval process, how members seek budget approval in their own counties, the WSAC budget process, and multi-annual budget impacts such as audits and NEO.

Secretary/Treasurer Zempel **MOVED** that for the 2020 Budget, WACO adopt a similar process as WSAC and identify restricted funds for semi-annual events. Jerry Pettit, 2nd Vice-President **SECONDED** the motion.

Secretary/Treasurer Zempel **AMENDED THE MOTION** to specify that building maintenance and tech infrastructure be specified as part of the multi-annual events. 2nd Vice-President Pettit **ACCEPTED** the amendment.

Further discussion was held on whether the motion was too open or too narrow. Lisa Frazier, Trustee at Large Position 4 **CALLED FOR THE QUESTION**.

The **MOTION CARRIED** unanimously. Milene Henley, Trustee at Large Position 6 Abstained.

d. Future Conferences

1. Conference Committee

President Thomson led a discussion on whether to continue the ad-hoc Conference Committee for 2019. The Board indicated that they would like to continue the ad-hoc committee.

2. Hospitality Suite

A discussion was held on the hospitality suite. Scott Blonien, Executive Director noted that WACO did not pay for any alcohol and that 2018's hospitality suite was hosted by the coroners with funding through sponsorship monies. He noted that in the past, prior to the coroners hosting the suite, the affiliate that the WACO President belonged to provided the suite.

The Board discussed that switching to a vendor model, while advantageous from a funding perspective, may have ethics implications that need to be explored. A suggestion of member donations to fund the suite was made.

President Thomson referred the matter to the ad-hoc Conference Committee.

e. Nominations/Elections Policy

President Thomson noted that during the course of nominations this year, Nomination Committee Chair, Brenda Chilton discovered that the Nominations and Elections Policy is out of alignment with Bylaws the Alternative Means Voting policy.

2nd Vice-President Pettit **MOVED** to accept the proposed changes to the Nominations and Elections Policy with the exception of the change to 2. b. exempting current board members from answering membership questions, removing the strikethrough for "3. f." in the numbering syntax, and fixing the "or" typo; as well as changing 3. i. to read, "When at all possible the trustees will be sworn in at the banquet of the annual conference, or at any other time." Trustee at Large Frazier **SECONDED** the motion. The **MOTION CARRIED** unanimously.

*The Board went on **BREAK** at 9:31 a.m. and **RECONVENED** at 9:40 a.m.*

6) Executive Session for Personnel Review

*The Board announced a 30-minute **EXECUTIVE SESSION** at 9:40 a.m. to conduct a personnel review.*

*The Board **EXTENDED** the **EXECUTIVE SESSION** for an additional 10 minutes at 10:20 a.m.*

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*No action was taken during the **EXECUTIVE SESSION**.*

7) Audit Committee Report

Secretary/Treasurer Zempel provided the Audit Committee Report and thanked Lisa Gancel and the committee for their work. Trustee at Large Frazier **MOVED** to accept the report findings. Thad Duvall, Trustee at Large Position 5 **SECONDED** the motion. The **MOTION CARRIED** unanimously.

8) Finance Report

Lisa Gancel, Finance Manager provided the Finance Report.

9) Committee Reports

a. Education Committee Report

2nd Vice-President Pettit provided the Education Committee Report.

b. Legislative Committee Report

Vice-President Dorey provided the Legislative Committee Report.

10) Education Strategic Action Plan

Executive Director Blonien discussed developing an Education Strategic Action Plan, similar to the Legislative Strategic Action Plan. He stated that this could inform the overarching Strategic Plan. He discussed the struggles that the Education Committee faced determining training topics for all members.

President Thomson asked if the Education Committee could take on this work. Tammie Ownbey, Immediate Past-President **MOVED** to make the Education Strategic Action Plan an Education Committee priority. Trustee at Large Duval **SECONDED** the motion. The **MOTION CARRIED** unanimously.

11) Executive Directors Report

Executive Director Blonien provided the Executive Directors Report. Secretary/Treasurer Zempel asked if there was a process to determine if WACO should enter an Amicus Brief on litigation. Executive Director Blonien stated that policies and procedures are currently blind to any process.

12) Affiliate Priority Legislation Discussion

Jennifer Wallace, Deputy Director provided an overview of the proposed pieces of WACO Priority Legislation for the 2019 legislative session. Past-President Davidson discussed the coroners proposals, Meredith Green, Kitsap County Treasurer discussed the Treasurers' plan to use the year to form strategic alliances with other stakeholder groups and raise awareness on personnel property and mobile homes, Terry McLaughlin, Cowlitz County Assessor discussed the senior exemption bill, and Marianne Nichols, Pend Oreille County Auditor discussed the Auditor proposals.

2nd Vice-President Pettit **MOVED** to recommend the 2019 Proposals with the exception of the Sheriffs' salary bill. Trustee at Large Frazier **SECONDED** the motion. The **MOTION CARRIED** unanimously.

*The Board went on **BREAK** at 11:52 a.m. and **RECONVENED** at 12:10 p.m.*

13) Legislative Plan Update

Jennifer Wallace provided an updated on the Legislative Action Plan.

14) Old Business

a. NEO Conference

Executive Director Blonien provided a brief update on NEO.

15) Communications Report

Timothy Grisham, Communications Director provided a brief Communications Report.

16) Trustee Reports

No trustee reports presented.

*The meeting **ADJORNED** at 12:55 p.m.*